



A G E N D A

**MEASURE A – INDEPENDENT TAXPAYERS OVERSIGHT COMMITTEE**

COUNTY OF SACRAMENTO ADMINISTRATION BUILDING  
700 "H" STREET – FIRST FLOOR – HEARING ROOM 2  
SACRAMENTO, CALIFORNIA

**THURSDAY**

**JANUARY 20, 2011**

**4:00 P.M.**

---

MEMBERS: MATTHEW KELLY; JOHN van BERKEL (Chair); MAUREEN ZAMARRIPA (Vice Chair);  
JEFF SLOWEY, JULIE VALVERDE, BRIAN WILLIAMS

---

1. **Call to Order / Introductions**
2. **Comments from the Public Regarding Matters Not on the Agenda**
3. **Measure A 5-Year Expenditure Plans: “How We Spend the Money” \***

|                        |                        |
|------------------------|------------------------|
| City of Citrus Heights | City of Rancho Cordova |
| City of Elk Grove      | City of Sacramento     |
| City of Folsom         | County of Sacramento   |
4. **FY 2009-10 Comprehensive Annual Financial Report \***
5. **Results of Independent Audit for FY 2009-10 \***
6. **Request for Qualifications for Consulting Financial Advisory Services \***
7. **2<sup>nd</sup> Quarter FY 2010-11 Measure A Revenue Report \***
8. **Comments from Committee Members**

\* Staff report and associated materials can be viewed or downloaded at [www.sacta.org](http://www.sacta.org)  
For a paper copy of all associated materials, please contact Gloria Busby: 916-323-0897; [gloria@sacta.org](mailto:gloria@sacta.org)

# **MEASURE A INDEPENDENT TAXPAYERS OVERSIGHT COMMITTEE**

January 20, 2011  
Item # 3

---

**Subject: Measure A Entity Expenditure Plans: “How We Spend the Money”**

## **Recommendation**

Receive and file oral reports from staff of the County of Sacramento and the Cities of Citrus Heights, Elk Grove, Folsom, Rancho Cordova, and Sacramento on their respective projects and programs that will be funded with Measure A sales tax revenues during the next five years.

## **Discussion**

The **New** Measure A Ordinance requires that the STA Board adopt five-year expenditure plans for on-going Measure A annual programs:

- Transportation-Related Air Quality Program
- Senior & Disabled Transportation Services Program
- Traffic Control & Safety Program
- Safety, Streetscaping, Pedestrian & Bike Program

These programs provide annual formula allocations to local transportation providers for eligible operations expenses that the Board has previously defined. They are funded exclusively from the sales tax revenue component of Measure A.

The **New** Measure A Ordinance also requires that the STA Board adopt five-year expenditure plans for two capital programs:

- Transit Congestion Relief Program
- Local Arterial Program

These two programs provide reimbursement allocations to local transportation providers for expenditures related to the delivery and construction of eligible *capital* projects. The Transit Congestion Relief program also provides on-going funding to SRTD for bus and light rail operations expenses.

At today's ITOC meeting, we will continue the series of presentations by local agency staff on how they spend their respective allocations of Measure A funds. Committee members reviewed the **Transportation-Related Air Quality** program (SMAQMD) and the **Senior & Disabled Transportation Services** program (Paratransit, Inc.) at the August 5 ITOC meeting. Committee members reviewed the **Transit Congestion Relief** program (SRTD) at the October 21 meeting.

The **Traffic Control & Safety** program funds traffic improvements, high priority pedestrian & vehicle safety projects, and emergency vehicle preemption systems. Three percent of cumulative annual Measure A sales tax revenues are allocated for these purposes to the County and the Cities of Citrus Heights, Elk Grove, Folsom, Rancho Cordova, and Sacramento according to their relative populations (75%) and paved street/road mileage (25%).

Staff representing the County and incorporated cities (except Galt & Isleton) will present their respective Measure A expenditure plans at today's meeting.

The **Safety, Streetscaping, Pedestrian, & Bike** program funds pedestrian and bicycle safety improvements along with associated landscaping features that promote the use of non-motorized travel modes. Five percent of cumulative annual Measure A sales tax revenues are allocated for these purposes to the County and the Cities of Citrus Heights, Elk Grove, Folsom, Rancho Cordova, and Sacramento according to their relative populations (75%) and paved street/road mileage (25%), with the exception that \$1 million each year is allocated "off-the-top" to the County of Sacramento Dept. of Regional Parks for improvements and maintenance of the bikeway network within the American River Parkway. Parks staff presented the expenditure plan for its respective component of this program at your August 5<sup>th</sup> meeting. As mentioned, the County and the five larger incorporated cities will present today.

The **Local Arterial** program funds arterial safety, operational, streetscaping, bicycle, and pedestrian improvements, improved accessibility for persons with disabilities, and upgrades of arterials to urban standards. Five percent of total Measure A sales tax revenues and 35% of total Countywide development fee revenues are earmarked for this program during the 30-year term. Expenditures are intended for capital improvements to the specific arterials or proposed corridors listed in the Measure A expenditure Plan. The eligible roadways are located in the unincorporated County area and in all incorporated cities except Galt and Isleton. At today's meeting, the affected local jurisdictions will review their respective components of the Local Arterial program for the next five years.

The associated 5-year expenditure plans are attached hereto. They were approved by the STA Board at meetings in July and October, and are updated every year.

*Attachments*

**Staff Contact: Brian Williams**

Measure A  
**Safety, Streetscaping, Pedestrian & Bicycle Program**

City of Citrus Heights  
 Five-Year Spending Program, FY 2011-2015

|  | FY 2010-2011      | FY 2011-2012      | FY 2012-2013      | FY 2013-2014      | FY 2014-2015      | TOTAL             |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Citywide Sidewalk Infill for Improved Pedestrian Accessibility | \$ 53,668         | \$ 164,158        | \$ 170,843        | \$ 133,013        | \$ 194,369        | \$ 716,051        |
| Local Match for Safe Routes to School Grant                    | \$ 104,000        |                   |                   |                   |                   | \$ 104,000        |
| Bicycle Facilities   |                   |                   |                   | \$ 49,306         |                   | \$ 49,306         |
| <b>Total</b>   | <b>\$ 157,668</b> | <b>\$ 164,158</b> | <b>\$ 170,843</b> | <b>\$ 182,319</b> | <b>\$ 194,369</b> | <b>\$ 869,357</b> |

Measure A  
**Traffic Control and Safety Program**

City of Citrus Heights  
 Five-Year Spending Program, FY 2011-2015

|   | FY 2010-2011      | FY 2011-2012      | FY 2012-2013      | FY 2013-2014      | FY 2014-2015      | TOTAL             |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Traffic Control Design and Construction       | \$ 114,657        | \$ 125,000        | \$ 15,000         | \$ 65,000         | \$ 65,000         | \$ 384,657        |
| Expansion of Traffic Signal Management System | \$ 13,474         | \$ 7,026          | \$ 121,037        | \$ 77,922         | \$ 85,152         | \$ 304,611        |
| <b>Total</b>                                  | <b>\$ 128,131</b> | <b>\$ 132,026</b> | <b>\$ 136,037</b> | <b>\$ 142,922</b> | <b>\$ 150,152</b> | <b>\$ 689,268</b> |

Measure A  
**Safety, Streetscaping, Pedestrian & Bicycle Program**

County of Sacramento  
 Five-Year Spending Program, FY 2011-2015

|                              | FY 2010-2011        | FY 2011-2012        | FY 2012-2013        | FY 2013-2014        | FY 2014-2015        | TOTAL               |
|------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Elderly & Disabled Ramps     | \$ 592,827          | \$ 617,231          | \$ 642,366          | \$ 685,516          | \$ 730,824          | \$ 3,268,764        |
| Pedestrian Safety Facilities | \$ 237,131          | \$ 246,892          | \$ 256,946          | \$ 274,206          | \$ 292,329          | \$ 1,307,504        |
| Landscape/Streetscape        | \$ 177,848          | \$ 185,169          | \$ 192,710          | \$ 205,655          | \$ 219,247          | \$ 980,629          |
| Bikeway Improvements         | \$ 177,848          | \$ 185,169          | \$ 192,710          | \$ 205,655          | \$ 219,247          | \$ 980,629          |
| <b>Total</b>                 | <b>\$ 1,185,654</b> | <b>\$ 1,234,461</b> | <b>\$ 1,284,732</b> | <b>\$ 1,371,032</b> | <b>\$ 1,461,647</b> | <b>\$ 6,537,526</b> |

Measure A  
**Traffic Control and Safety Program**

County of Sacramento  
 Five-Year Spending Program, FY 2011-2015

|  | FY 2010-2011      | FY 2011-2012      | FY 2012-2013        | FY 2013-2014        | FY 2014-2015        | TOTAL               |
|--|-------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| Neighborhood Traffic Management Program          | \$ 481,770        | \$ 496,413        | \$ 511,494          | \$ 537,384          | \$ 564,568          | \$ <b>2,591,629</b> |
| Install, Upgrade, and Coordinate Traffic Signals | \$ 289,062        | \$ 297,848        | \$ 306,896          | \$ 322,430          | \$ 338,741          | \$ <b>1,554,977</b> |
| School Crossing Guard Program                    | \$ 144,531        | \$ 148,924        | \$ 153,448          | \$ 161,215          | \$ 169,370          | \$ <b>777,488</b>   |
| Safety Improvements                              | \$ 48,177         | \$ 49,641         | \$ 51,149           | \$ 53,738           | \$ 56,457           | \$ <b>259,162</b>   |
| <b>Total</b>                                     | <b>\$ 963,540</b> | <b>\$ 992,826</b> | <b>\$ 1,022,987</b> | <b>\$ 1,074,767</b> | <b>\$ 1,129,136</b> | <b>\$ 5,183,256</b> |

Measure A  
**Safety, Streetscaping, Pedestrian & Bicycle Program**

City of Elk Grove  
 Five-Year Spending Program, FY 2011-2015

| FY 2010-2011 | FY 2011-2012 | FY 2012-2013 | FY 2013-2014 | FY 2014-2015 | TOTAL |
|--------------|--------------|--------------|--------------|--------------|-------|
|--------------|--------------|--------------|--------------|--------------|-------|

|  |                   |                   |                   |                   |                   |                     |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Bicycle and Pedestrian<br>Improvements | \$ 283,551        | \$ 295,224        | \$ 307,246        | \$ 327,885        | \$ 349,556        | <b>\$ 1,563,462</b> |
| <br>                                   | <hr/>             |                   |                   |                   |                   |                     |
| <b>Total</b>                           | <b>\$ 283,551</b> | <b>\$ 295,224</b> | <b>\$ 307,246</b> | <b>\$ 327,885</b> | <b>\$ 349,556</b> | <b>\$ 1,563,462</b> |
|  | <hr/> <hr/>       |                   |                   |                   |                   |                     |



Measure A  
**Traffic Control and Safety Program**

City of Elk Grove  
 Five-Year Spending Program, FY 2011-2015

|   | FY 2010-2011      | FY 2011-2012      | FY 2012-2013      | FY 2013-2014      | FY 2014-2015      | TOTAL               |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Speed Control Program                                     | \$ 150,000        | \$ 150,000        | \$ 150,000        | \$ 160,000        | \$ 160,000        | \$ 770,000          |
| High Priority Vehicle/Pedestrian<br>Safety & ADA Upgrades | \$ 80,433         | \$ 87,436         | \$ 94,650         | \$ 97,033         | \$ 110,035        | \$ 469,587          |
| <b>Total</b>  | <b>\$ 230,433</b> | <b>\$ 237,436</b> | <b>\$ 244,650</b> | <b>\$ 257,033</b> | <b>\$ 270,035</b> | <b>\$ 1,239,587</b> |

Measure A  
**Safety, Streetscaping, Pedestrian & Bicycle Program**

City of Folsom  
 Five-Year Spending Program, FY 2011-2015

|   | FY 2010-2011      | FY 2011-2012      | FY 2012-2013      | FY 2013-2014      | FY 2014-2015      | TOTAL             |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Bicycle and Pedestrian Mobility Improvements        | \$ 111,989        |                   |                   |                   |                   | \$ 111,989        |
| Mobility Improvements for Persons with Disabilities | \$ 40,442         | \$ 158,706        | \$ 165,169        | \$ 176,264        | \$ 187,913        | \$ 728,494        |
| <b>Total</b>  | <b>\$ 152,431</b> | <b>\$ 158,706</b> | <b>\$ 165,169</b> | <b>\$ 176,264</b> | <b>\$ 187,913</b> | <b>\$ 840,483</b> |

Measure A  
**Traffic Control and Safety Program**

City of Folsom  
 Five-Year Spending Program, FY 2011-2015

| FY 2010-2011 | FY 2011-2012 | FY 2012-2013 | FY 2013-2014 | FY 2014-2015 | TOTAL |
|--------------|--------------|--------------|--------------|--------------|-------|
|--------------|--------------|--------------|--------------|--------------|-------|

|  |                   |                   |                   |                   |                   |                   |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Routine Street & Road<br>Operations & Safety<br>Improvements | \$ 123,875        | \$ 127,640        | \$ 131,518        | \$ 138,175        | \$ 145,165        | <b>\$ 666,373</b> |
| <b>Total</b>   | <b>\$ 123,875</b> | <b>\$ 127,640</b> | <b>\$ 131,518</b> | <b>\$ 138,175</b> | <b>\$ 145,165</b> | <b>\$ 666,373</b> |

Measure A  
**Safety, Streetscaping, Pedestrian & Bicycle Program**

City of Sacramento  
 Five-Year Spending Program, FY 2011-2015

|   | <b>FY 2010-2011</b> | <b>FY 2011-2012</b> | <b>FY 2012-2013</b> | <b>FY 2013-2014</b> | <b>FY 2014-2015</b> | <b>TOTAL</b>        |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Street Repair Partnering Program          | \$ 100,000          | \$ 100,000          | \$ 100,000          | \$ 100,000          | \$ 100,000          | \$ <b>500,000</b>   |
| Traffic Signs and Markings                | \$ 140,000          | \$ 140,000          | \$ 140,000          | \$ 140,000          | \$ 140,000          | \$ <b>700,000</b>   |
| Bikeway Program                           | \$ 150,000          | \$ 150,000          | \$ 150,000          | \$ 150,000          | \$ 150,000          | \$ <b>750,000</b>   |
| Pedestrian Safety Program                 | \$ 75,000           | \$ 75,000           | \$ 75,000           | \$ 75,000           | \$ 75,000           | \$ <b>375,000</b>   |
| Public Right-of-Way Accessibility Program | \$ 458,597          | \$ 458,597          | \$ 458,597          | \$ 458,597          | \$ 458,597          | \$ <b>2,292,985</b> |
| Contingency                               | \$ (9,597)          | \$ 28,028           | \$ 66,782           | \$ 133,309          | \$ 203,162          | \$ <b>421,684</b>   |
| <b>Total</b>                              | <b>\$ 914,000</b>   | <b>\$ 951,625</b>   | <b>\$ 990,379</b>   | <b>\$ 1,056,906</b> | <b>\$ 1,126,759</b> | <b>\$ 5,039,669</b> |

Measure A  
**Traffic Control and Safety Program**

City of Sacramento  
 Five-Year Spending Program, FY 2011-2015

|                                   | FY 2010-2011      | FY 2011-2012      | FY 2012-2013      | FY 2013-2014      | FY 2014-2015      | TOTAL               |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Guardrail Replacement Program     | \$ 50,000         | \$ 50,000         | \$ 50,000         | \$ 50,000         | \$ 50,000         | \$ 250,000          |
| Speed Hump Program                | \$ 125,000        | \$ 125,000        | \$ 300,000        | \$ 300,000        | \$ 300,000        | \$ 1,150,000        |
| Traffic Signal Safety Program     | \$ 125,000        | \$ 125,000        | \$ 125,000        | \$ 125,000        | \$ 125,000        | \$ 625,000          |
| Traffic Operations Center Program | \$ 300,000        | \$ 300,000        | \$ 300,000        | \$ 300,000        | \$ 300,000        | \$ 1,500,000        |
| On-street Angled Parking Program  | \$ -              | \$ 25,000         | \$ 25,000         | \$ 25,000         | \$ 25,000         | \$ 100,000          |
| Contingency                       | \$ 142,777        | \$ 140,352        | \$ (11,396)       | \$ 28,520         | \$ 70,432         | \$ 370,685          |
| <b>Total</b>                      | <b>\$ 742,777</b> | <b>\$ 765,352</b> | <b>\$ 788,604</b> | <b>\$ 828,520</b> | <b>\$ 870,432</b> | <b>\$ 3,995,685</b> |

Measure A  
**Safety, Streetscaping, Pedestrian & Bicycle Program**

City of Rancho Cordova  
 Five-Year Spending Program, FY 2011-2015

| FY 2010-2011 | FY 2011-2012 | FY 2012-2013 | FY 2013-2014 | FY 2014-2015 | TOTAL |
|--------------|--------------|--------------|--------------|--------------|-------|
|--------------|--------------|--------------|--------------|--------------|-------|

|  |                   |                   |                   |                   |                   |                   |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Bicycle and Pedestrian Master<br>Plan Implementation | \$ 128,021        | \$ 133,291        | \$ 138,719        | \$ 148,038        | \$ 157,822        | <b>\$ 705,891</b> |
| <b>Total</b>   | <b>\$ 128,021</b> | <b>\$ 133,291</b> | <b>\$ 138,719</b> | <b>\$ 148,038</b> | <b>\$ 157,822</b> | <b>\$ 705,891</b> |

Measure A  
**Traffic Control and Safety Program**

City of Rancho Cordova  
 Five-Year Spending Program, FY 2011-2015

| FY 2010-2011 | FY 2011-2012 | FY 2012-2013 | FY 2013-2014 | FY 2014-2015 | TOTAL |
|--------------|--------------|--------------|--------------|--------------|-------|
|--------------|--------------|--------------|--------------|--------------|-------|

|   |                   |                   |                   |                   |                   |                   |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Traffic Signal Program; Street<br>Signage & Striping; Sidewalk<br>Upgrades & Infill; Neighborhood<br>Traffic Management | \$ 104,038        | \$ 107,200        | \$ 110,457        | \$ 116,048        | \$ 121,919        | <b>\$ 559,662</b> |
| <b>Total</b>  | <b>\$ 104,038</b> | <b>\$ 107,200</b> | <b>\$ 110,457</b> | <b>\$ 116,048</b> | <b>\$ 121,919</b> | <b>\$ 559,662</b> |

Measure A  
**Local Arterial Program**  
 Five-Year Spending Program, FY 2011-2015

**FY 2010-2011 | FY 2011-2012 | FY 2012-2013 | FY 2013-2014 | FY 2014-2015**

**SACRAMENTO COUNTY**

|  |              |              |              |              |              |
|--|--------------|--------------|--------------|--------------|--------------|
| <b>Hazel Avenue</b><br>Phase 1: US 50—Curragh Downs Dr                     | \$ 4,000,000 | \$ 4,000,000 | \$ -         | \$ -         | \$ -         |
| <b>Hazel Avenue</b><br>US Highway 50—Folsom Blvd                           | \$ -         | \$ -         | \$ 369,000   | \$ 760,000   | \$ 783,000   |
| <b>Madison Avenue</b><br>Phase 1: Sunrise Blvd—Hazel Ave                   | \$ 246,000   | \$ -         | \$ -         | \$ -         | \$ -         |
| <b>South Watt/Elk Grove-Florin Road</b><br>Phase 1: Kiefer Blvd—Jackson Rd |              | \$ -         | \$ -         | \$ 270,000   | \$ -         |
| <b>Watt Avenue/SR50</b><br>Interchange Upgrade                             | \$ 1,000,000 | \$ -         | \$ 2,014,000 | \$ 2,802,000 | \$ 1,450,000 |
| <i>Subtotal</i>  | \$ 5,246,000 | \$ 4,000,000 | \$ 2,383,000 | \$ 3,832,000 | \$ 2,233,000 |

**RANCHO CORDOVA**

|   |              |      |              |      |              |
|---|--------------|------|--------------|------|--------------|
| <b>Folsom Beautification Streetscape</b><br>Phase 2: Bradshaw Rd—Sunrise Blvd | \$ 3,059,000 | \$ - |              |      | \$ 2,215,000 |
| <b>Sunrise Boulevard</b><br>Gold Country Rd—Jackson Rd                        | \$ 1,195,000 | \$ - | \$ 1,021,000 | \$ - | \$ 3,233,000 |
| <i>Subtotal</i>   | \$ 4,254,000 | \$ - | \$ 1,021,000 | \$ - | \$ 5,448,000 |

**CITRUS HEIGHTS**

|   |              |              |            |      |      |
|---|--------------|--------------|------------|------|------|
| <b>Antelope Road</b><br>Phase 1: Roseville Rd—Interstate 80 | \$ 480,000   | \$ -         | \$ -       | \$ - | \$ - |
| <b>Sunrise Boulevard</b><br>Phase 1: Oak Ave—Antelope Rd    | \$ 1,614,000 | \$ 2,486,000 | \$ 428,000 | \$ - | \$ - |
| <i>Subtotal</i>   | \$ 2,094,000 | \$ 2,486,000 | \$ 428,000 | \$ - | \$ - |

**CSCA**

|   |              |              |              |      |              |
|---|--------------|--------------|--------------|------|--------------|
| <b>I-5/SR99/US50 Connector</b>              | \$ 2,558,000 | \$ 200,000   | \$ 200,000   | \$ - | \$ 940,000   |
| <b>Env Mitigation &amp; Open Space Pres</b> |              | \$ 1,550,000 | \$ 1,550,000 | \$ - | \$ 475,000   |
| <i>Subtotal</i>                             | \$ 2,558,000 | \$ 1,750,000 | \$ 1,750,000 | \$ - | \$ 1,415,000 |

|              |                      |                     |                     |                     |                     |
|--------------|----------------------|---------------------|---------------------|---------------------|---------------------|
| <b>TOTAL</b> | <b>\$ 14,152,000</b> | <b>\$ 8,236,000</b> | <b>\$ 5,582,000</b> | <b>\$ 3,832,000</b> | <b>\$ 9,096,000</b> |
|--------------|----------------------|---------------------|---------------------|---------------------|---------------------|



# **MEASURE A INDEPENDENT TAXPAYERS OVERSIGHT COMMITTEE**

January 20, 2011  
Item # 4

---

**Subject: FY 2009-10 Comprehensive Annual Financial Report**

## **Recommendation**

Receive and file the FY 2009-10 Comprehensive Annual Financial Report.

## **Discussion**

The Comprehensive Annual Financial Report (CAFR) for fiscal year 2009-10 has been completed and is enclosed with the agenda packet for your information.

The CAFR's contents are similar to last year's document with the exception that additional disclosure was required in the *Notes to the Basic Financial Statements (Note 8)* related to the FY 2009-10 bond issue and the associated long-term debt per GASB (Government Accounting Standards Board) Statement No. 53 "Accounting and Financial Reporting for Derivative Instruments". This GASB requirement was effective beginning July 2009.

Please note the copy of the Certificate of Achievement for Excellence in Financial Reporting, which we were awarded for our FY 2008-09 CAFR. This is the fifteenth consecutive year in which we have received this award.

Of particular importance in the CAFR is the Financial Section which includes the Independent Auditor's Report. This report attests that our financial statements are presented fairly in accordance with generally accepted accounting principles.

*Enclosure*

**Staff Contact: Lisa Chandler**

# **MEASURE A INDEPENDENT TAXPAYERS OVERSIGHT COMMITTEE**

January 20, 2011  
Item # 5

---

**Subject: Results of Independent Audit for FY 2009-10**

## **Recommendation**

Receive and file the attached audit reports for FY 2009/10 and direct staff to ensure correction of findings.

## **Discussion**

The independent audit of the STA, SAVSA, and recipient entities for the fiscal year ended June 30, 2010, was completed in December. Our consulting auditors, *Richardson & Company*, prepared three reports (attached). The first two reports provide general information about the audit process. The third report describes the tasks that the auditors performed and details the findings from agreed-upon procedures performed on the Measure A (on-going and capital) and SAVSA entities.

There was a Measure A finding for Caltrans and there were SAVSA findings for the City of Sacramento and the County of Sacramento. In the prior year, all three entities had findings related to the same program as in the current year, however, all prior year findings have been resolved. There were no findings for the other jurisdictions or for the STA and SAVSA administration. A summary of findings and a listing of planned follow-up by the STA staff are attached hereto.

*Attachments*

***Staff Contact: Lisa Chandler***

**SACRAMENTO TRANSPORTATION AUTHORITY  
AUDIT FINDINGS  
AUDIT OF FISCAL YEAR ENDED JUNE 30, 2010**

**City of Sacramento Abandoned Vehicle**

FINDING – For the City of Sacramento Abandoned Vehicle program, there was a discrepancy in the number of tows between the City’s records and the tow report for the second quarter. A total of 164 tows were reported by the City, however, the tow report shows only 162 tows.

FOLLOW UP – The City is modifying how they enter tow information into their system to minimize or eliminate future errors.

**County of Sacramento Abandoned Vehicle**

FINDING – Due to use of an incorrect billing code, the number of hours input for the County’s Abandoned Vehicle program resulted in an understatement of expenses totaling \$27,329 for the fiscal year. In addition, the auditors found the prior year indirect cost rate of \$30 per hour was used to calculate the SAVSA billing although the correct indirect cost rate was \$70 per hour for FY 09/10. This did not result in understated expenditures since the SAVSA funds do not typically cover all the abatement expenditures, however, it does highlight a weakness in the County’s overall control structure.

FOLLOW UP – To address the incorrect input of hours, the County’s Finance Department is now entering the timesheet information to ensure accuracy rather than the Human Resource Department. SAVSA staff has sent a written request to the County Neighborhood Services Agency to provide written correspondence describing how the Auditors’ recommendations will be addressed with regards to the labor rates.

**Caltrans Measure A**

FINDING – The Auditors calculated five labor charges for the US 50 bus/carpool lane project and the differences between their calculations and Caltrans calculations varied from 5% to 116% of the individual employee charge.

FOLLOW UP - Although the Auditors have not received supporting documentation from Caltrans identifying the differences in the labor rate calculations as of the date of their report, they will continue to correspond with Caltrans regarding this finding.

## **Prior Year Findings**

**Caltrans Measure A** - On the US 50 bus/carpool lane project, the Auditors were unable to recalculate the salary charges using the timesheet and payroll information provided to them by Caltrans. Additional information was also requested on entries identified as adjustments.

Current Status: After the June 30, 2009 report was issued, the Auditors were able to obtain timesheet information to recalculate the salary adjustments and also received sufficient documentation for the entries identified as adjustments. Both findings are resolved.

**City of Sacramento Abandoned Vehicle** – Auditors noted one instance in which safety equipment was erroneously charged to SAVSA.

Current Status: City staff submitted written commitment that future operating expense submittals would be subject to additional verification in the future. During the June 30, 2010 audit, there were no similar discrepancies for safety equipment expenditures.

**County of Sacramento Abandoned Vehicle** – The County had several instances in which pay rates used to bill the Authority were understated compared to published labor rates. Also, in two instances, the hours reported on timesheets were improperly excluded from SAVSA billings. Both of these findings resulted in a small understatement of billings. The Auditors also found a slight overstatement of the number of tows reported to SAVSA relative to County records. While none of these issues was determined to be material, they do highlight a weakness in the County's overall control structure.

Current Status: During the June 30, 2010 audit, the Auditors did not note any discrepancies in the number of tows, however, they did note billing errors related to the coding of employee hours.

# Richardson & Company

550 Howe Avenue, Suite 210  
Sacramento, California 95825

Telephone: (916) 564-8727  
FAX: (916) 564-8728

Board of Directors  
Sacramento Transportation Authority  
Sacramento, California

We have audited the financial statements of Sacramento Transportation Authority (the Authority) for the year ended June 30, 2010. Professional standards require that we communicate to you the following information related to our audit.

## Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our contract dated May 13, 2010, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the internal control of the Authority. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

## Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Authority are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year, except for the implementation of Government Accounting Standard Board Statement No. 53, "Accounting and Financial Reporting for Derivative Instruments," relative to the interest rate swaps the Authority has in place. As a result of the implementation GASB No. 53, the Authority is presenting the value of its swap, which has a negative value of \$68.5 million at June 30, 2010, as a long-term liability, and is offset by a "deferred outflow" line item on the balance sheet. We noted no transactions entered into by the Authority during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

## Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

## Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.



Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 22, 2010.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Authority's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Authority's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of the Board of Directors and management of the Authority and is not intended to be and should not be used by anyone other than these specified parties.

*Richardson & Company*

November 22, 2010





SACRAMENTO TRANSPORTATION AUTHORITY  
SUMMARY OF UNADJUSTED AUDIT DIFFERENCES  
JUNE 30, 2010

| Description (Nature) of Audit Difference   | Financial Statement Effect -<br>Amount of Overstatement (Understatement) of: |                      |                       |                                    |
|--|--|----------------------|-----------------------|------------------------------------|
|  | Total<br>Assets  | Total<br>Liabilities | Total Fund<br>Balance | Total Change<br>in Fund<br>Balance |
| To record understatement of fair market value of Cash and Investments- County pool | \$ (44,756)  |                      | \$ (44,756)           | \$ (44,756)                        |
| To record understatement of fair market value of Cash and Investments- LAIF        | (48,000)   |                      | (48,000)              | (48,000)                           |
| Net Unadjusted Audit Differences - This Year                                       | <u>\$ (92,756)</u>   | -                    | <u>\$ (92,756)</u>    | <u>\$ (92,756)</u>                 |
| Financial Statement Caption Totals - General Fund Only                             | \$ 126,656,728   | \$ 978,115           | \$ 125,678,614        | \$ 86,601,333                      |
| Net Audit Differences as % of F/S Captions   | (0.07%)  | 0.00%                | (0.07%)               | (0.11%)                            |







# Richardson & Company

550 Howe Avenue, Suite 210  
Sacramento, California 95825

Telephone: (916) 564-8727  
FAX: (916) 564-8728

## REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors  
Sacramento Transportation Authority  
Sacramento, California

We have audited the financial statements of the Sacramento Transportation Authority (the Authority) as of and for the year ended June 30, 2010, which comprise the Authority's basic financial statements and have issued our report thereon dated November 22, 2010. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Authority's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency or combination of deficiencies in internal controls such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented or detected and corrected on a timely basis.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The



results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the Board of Directors, management, Independent Taxpayer Oversight Committee and the State Controller's Office and is not intended to be and should not be used by anyone other than these specified parties.

*Richardson & Company*

November 22, 2010





Richardson & Company

550 Howe Avenue, Suite 210  
Sacramento, California 95825

Telephone: (916) 564-8727  
FAX: (916) 564-8728

INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES

Board of Directors  
Sacramento Transportation Authority  
Sacramento, California

We have performed the procedures described in Attachment I, as of June 30, 2010 and for the year then ended, which were agreed to by the Sacramento Transportation Authority (Authority), solely to assist you (1) with respect to the monitoring of recipient compliance with applicable Transportation Expenditure Agreements for Measure A funds between the Authority and the respective recipient entity as it relates to the Entity Allocation; and (2) with respect to the monitoring of applicable recipient compliance with the Abandoned Vehicle Abatement Handbook issued by the California Highway Patrol as it relates to the Sacramento Abandoned Vehicle Service Authority (SAVSA). This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of the specified parties. Consequently, we make no representation regarding the sufficiency of the procedures described in Attachment I either for the purpose for which this report has been requested or for any other purpose.

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on any of the Measure A or SAVSA recipient entities. Accordingly, we do not express such an opinion on the recipient entities compliance, specified elements, accounts or items. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Authority and is not intended to be and should not be used by anyone other than the Sacramento Transportation Authority.

*Richardson & Company*

January 7, 2011







ATTACHMENT I  
PROCEDURES PERFORMED

At your request, we have performed certain procedures as of June 30, 2010 and for the year then ended with respect to recipient compliance with the applicable Transportation Expenditure Agreement between the Authority and the respective recipient entities. Such procedures performed were as follows:

1. We read the recipient's accounting system narrative as it specifically relates to the accounting for, and control over, Measure A receipts and expenditures.
2. We read the recipient's indirect cost allocation methodology, if any.
3. We read the recipient's methodology for allocating and recording interest related to Measure A receipts and recomputed reported interest income for one quarter for the year ended June 30, 2010 based on the amount set forth in the supporting schedules provided by the recipient entities, if interest was allocated to Measure A funds.
4. You selected certain projects from the Original Measure A Status Report, Measure A Distributions/Expenditures On-going Annual Programs (New Measure A) Schedule and the Measure A Capital Projects Schedule for the fiscal year ended June 30, 2010 as follows:

Original Measure A

Citrus Heights: Roadway Repair, Traffic Signal Improvements

County of Sacramento: Bradshaw Road - Calvine to Florin, Pedestrian Safety Facilities, Bikeway Improvements, State Highway Projects

Galt: Central Galt Exchange

Rancho Cordova: Maintenance

Regional Transit: Operating Support

City of Sacramento: Handicapped Access, Downtown Intermodal Station

Sacramento Metropolitan Air Quality Management District (SMAQMD): Mobile Source Control Evaluation

On-going Measure A

Citrus Heights: Street and road maintenance

Rancho Cordova: Street and road maintenance

City of Sacramento: Safety, streetscaping, pedestrian and bike facilities

County of Sacramento: Safety, streetscaping, pedestrian and bike facilities and street and road maintenance

SMAQMD: Transportation-related Air Quality Program

Paratransit: Senior and Disabled Transportation Services

Sacramento Regional Parks: Maintenance, operations and improvements to the bikeway network in the American River Parkway.



Regional Transit: Transit Operations, Maintenance & Safety

Measure A Capital Projects

County of Sacramento: Bradshaw Road – Calvine – Old Placerville Road, Hazel Avenue – Placer County Line to Folsom Blvd. – Phase 1

Caltrans: US 50 Bus/ Carpool Lanes

City of Sacramento: Downtown Intermodal Station

Regional Transit: Downtown Natomas Airport LRT Extension, South Sacramento LRT Corridor Phase II

For the projects selected above, we performed the following:

- a. Obtained the Original Measure A Status Report, Distribution/Expenditures for On-going projects or the Measure A Capital Projects Schedule, as applicable for fiscal year ended June 30, 2010.
- b. From the detail of total project costs provided by the recipient entities, we haphazardly selected all or 10, whichever is less, expenditures for the fiscal year ended June 30, 2010 and agreed amounts to supporting documentation noting if the expenditure was consistent with the project descriptions in the Expenditure Plan, the on-going Measure A Memorandum of Understanding or the Five-year Expenditure Plans for New Measure A, as applicable.
- c. We agreed the amounts in the applicable schedules provided by the Authority for the fiscal year ended June 30, 2010 to the expenditure detail for the fiscal year ended June 30, 2010 provided by the recipient for the selected projects.

Further, we have performed certain procedures as of June 30, 2010 and for the year then ended with respect to the applicable recipient's compliance with the Abandoned Vehicle Abatement Handbook (Handbook) as it relates to the Sacramento Abandoned Vehicle Service Authority (SAVSA) recipient entities. Such procedures were as follows:

1. We read the recipient's accounting system narrative as it specifically relates to the accounting for, and control over, abatement receipts and expenditures.
2. We read the recipient's indirect cost allocation methodology, if any.
3. We read the recipient's methodology for allocating and recording interest related to Pre-92 receipts and recomputed reported interest income for the year ended June 30, 2010 based on the amount set forth in the supporting schedules provided by the recipient entities.
4. For the fiscal year ended June 30, 2010, you selected the following recipient entities for verification of abandoned vehicle abatement expenditures:

City of Sacramento  
County of Sacramento

For the programs selected in the step above, we performed the following:

- a. Obtained the Expenditure Status Report for the fiscal year ended June 30, 2010.
- b. From the detail of total project costs provided by the recipient entities, we haphazardly selected all or 10, whichever is less, expenditures for the fiscal year ended June 30, 20 and agreed amounts to supporting documentation noting if the expenditure was consistent with





the allowable expenditures stated in the Handbook.

- c. We agreed the amounts in the SAVSA Quarterly Status Report - All Entities provided by the Authority for the fiscal year ended June 30, 2010 to the amounts in the Quarterly Status report for the quarter ended June 30, 2010 provided by the recipient.

In connection with the procedures performed, the following items came to our attention:

#### Current Year Findings

City of Sacramento Abandoned Vehicles: For the City of Sacramento Abandoned Vehicle program, we noted there was a discrepancy in the number of tows between the City and the tow report for the second quarter. The City reported 164 tows while the tow report shows only 162 tows. The City plans to modify how they input tow information into their system to minimize errors in the future.

County of Sacramento Abandoned Vehicles: While preparing for our audit, a County employee noted input errors where time was entered using an incorrect billing code. The use of incorrect hours resulted in an understatement of expenses by \$27,329 for the entire year. Due to these input errors, the timesheets are now being entered by the Finance department instead of the Human Resource department. However, this error is mitigated by the fact that the County used the prior year indirect cost rate of \$30 per hour even though they calculated an indirect cost rate of \$70 per hour for fiscal year 2009/10, which would have resulted in an additional \$261,888 of charges.

Caltrans Measure A: We recalculated five labor charges for the US 50 bus/carpool lane project. We noted differences between our calculation and the charges shown on Caltrans' reports ranging from 5% to 116% of the individual employee charge. While we have contacted Caltrans regarding this issue, we have not received a response as of the date of our report.

#### Prior Year Findings

Caltrans Measure A: The expenditures incurred for the US 50 bus/carpool lane consisted primarily of salary charges, overhead and entries identified as adjustments. We selected a sample of salary charges, but we were unable to recalculate the salary charges using the timesheet and payroll information provided to us. We requested additional information to perform this calculation but had not received it as of the date of this report. In addition, we requested additional information on the entries identified as adjustments but had not received this information as of the date of this report.

Current Status: After our June 30, 2009 report was issued, we were able to obtain timesheet information to recalculate salary charges and supporting documentation for the items identified as adjustments. We will consider these findings as resolved.

City of Sacramento Abandoned Vehicle: For the City of Sacramento Abandoned Vehicle program, we selected safety equipment expenditures for testing. We noted that there was a safety shoe reimbursement to an employee who works as a building inspector that was erroneously recorded and reimbursed by Measure A funds for \$200. According to the City, this occurred due to this employee having the same initials as the employee who works under the Code Enforcement department. As a result, Measure A money received by the City is overstated by \$200. We recommend that the City ensure proper recording of data for accuracy of the information provided to the Authority.

Current Status: During our June 30, 2010 audit, we did not note similar discrepancies for the safety equipment expenditures.

County of Sacramento Abandoned Vehicle: Of the sample of 10 employees tested for the first quarter payroll, we found that the pay rates used to bill the Authority were understated compared to published labor rates for fiscal year 2009 by \$0.06 to \$2.34 per hour, resulting in the understatement of billings for the first quarter selected for testing of \$520.76. The other three quarters were likely understated as well



due to the use of the incorrect rates. Also, we found two employees that had reported hours on their timesheets that were improperly excluded from SAVSA billings due to apparent input errors, resulting in an \$871.09 understatement of billings. While these discrepancies result in immaterial differences, the County should ensure that controls are in place to detect hours and rate-related errors.

We also noted a discrepancy in the number of tows of four between the tow summary report and the amount submitted on the Status Report. The County determined that this discrepancy was due to a discrepancy in the range of dates that were used in preparing the Status Report. Also, in our review of the first quarter tow listing generated from the database, we found two tows that appear to be duplicates but the duplicate does not appear to have been removed. In addition, three test entries were included in the count included on the SAVSA report. These discrepancies resulted in the overstatement of amounts reported to STA by four tows. We noted the County does not have a procedure in place whereby the invoices from the tow company are reconciled to the tows entered into the County system. We recommend such a procedure be established to ensure the accuracy of the information provided to the Authority.

Current Status: During our June 30, 2010 audit, although we did not note discrepancies in the number of tows, we noted billing errors related to coding of employee hours.







# **MEASURE A INDEPENDENT TAXPAYERS OVERSIGHT COMMITTEE**

January 20, 2011  
Item # 6

---

**Subject: Request for Qualifications for Consulting Financial Advisory Services**

## **Recommendation**

Review and comment on the attached draft Request for Qualifications (RFQ) for consulting financial advisory services. Recommend that the STA Governing Board authorize distribution of the RFQ.

## **Discussion**

In 2006, the STA solicited competitive bids from consulting financial advisory firms. The objective was to engage the consulting firm most qualified to assist the STA with its inaugural issue of public debt. The scope of services called for the development and implementation of a prudent debt issuance strategy to accelerate the delivery of **New** Measure A capital projects along with the provision of ongoing information and advice. The STA Governing Board selected **Public Financial Management (PFM), Inc.** as the preferred bidder, and subsequently contracted with the firm for a five-year engagement. The contract period expires on June 30, 2011.

In anticipation of the expiration of the existing contract, staff has prepared the attached Request for Qualifications (RFQ). The RFQ is intended to identify consulting financial advisory firms most qualified to:

- update and amend the STA's comprehensive financing and project delivery strategy
- identify, facilitate, and manage appropriate financing mechanisms, including serving as STA's agent in the financial markets
- provide on-going financial advice tailored to the unique circumstances of the Measure A sales tax program and the current state of the financial markets

Interested firms must submit a SOQ by March 21. Firms determined by the STA Governing Board to be "qualified" relative to the scope of services will receive a subsequent Request for Bids (RFB). Associated cost proposals are due back to the STA by May 19. The STA Board may either select the lowest cost proposer among the "qualified" firms as the preferred bidder; or it may reject all bids if none are determined to be cost-effective.

*Attachment*

**Staff Contact: Brian Williams**

# ***SACRAMENTO TRANSPORTATION AUTHORITY***

## **REQUEST FOR QUALIFICATIONS**

### **FINANCIAL ADVISORY SERVICES RELATED TO THE SACRAMENTO COUNTY MEASURE A TRANSPORTATION SALES TAX PROGRAM**

#### **PURPOSE**

The Sacramento Transportation Authority (STA) is soliciting Statements of Qualifications (SOQs) from consulting municipal financial advisory firms interested in:

- Preparing an updated and amended Measure A Capital Allocation Plan (CAP) that sets forth an anticipated schedule of Measure A revenues, cash flow, and distributions to eligible capital projects
- Evaluating alternative financing mechanisms, and preparing a preferred financing strategy to accelerate the delivery of Measure A capital projects
- Providing on-going advice, facilitation, management, and reporting as needed to implement the preferred financing strategy

It is anticipated that--subject to successful negotiation with a qualified consultant(s)--the associated services would commence in July 2011 with an engagement period of four years. The project budget has not been determined.

#### **BACKGROUND**

The Measure A transportation sales tax program was first approved by Sacramento County voters in 1988. It imposed a ½-percent Countywide sales tax for 20 years (1989-2009) to fund a comprehensive program of roadway and transit improvements and services. On November 2, 2004, Sacramento County voters approved an Ordinance to extend and amend the ½-percent transportation sales tax program for 30 years (2009-2039). Eligible expenditures are set forth in the *Sacramento County Transportation Expenditure Plan*.

Measure A is administered by the Sacramento Transportation Authority (STA), a 15-member panel of elected representatives of the County and the incorporated cities therein. The Board consists of all five members of the County Board of Supervisors, 5 members of the Sacramento City Council, 1 member each from the city councils of Citrus Heights, Elk Grove, Folsom, and Rancho Cordova, and one member appointed concurrently by the city councils of Galt and Isleton. The STA is a *Local Transportation Authority* as set forth in the California Public Utilities Code, Sec. 180000.



Cumulative revenues during the 30-year *New* Measure A term are anticipated to be about \$7 billion. Approximately \$6 billion is anticipated from the ½-percent sales tax and \$850 million will be generated from a new uniform Countywide development impact fee. The cumulative revenue estimate is about 30% lower than the forecasted revenues assumed in the original *New* Measure A Plan of Finance (2006). Measure A revenues will represent *approximately* ⅓ to ½ of the total cost of each of the capital improvements listed in the Expenditure Plan. To the maximum extent possible, the STA intends that Measure A revenues be used to leverage and match other local, state, federal, and private transportation funds that may become available during the 30-year term. Measure A revenues are also used to service bond debt. The STA issued Bond Anticipation Notes (BANs) in 2006 and 2007. In 2009, the STA issued long-term sales tax revenue bonds (variable rate demand bonds backed by three standby bond purchase agreements). At that time, the BANs were refunded. Future interest rates on the 2009 bonds are hedged with three interest rate swap agreements.

This Request for Qualifications (RFQ) is being distributed by the STA in its capacity as the administering agency for the Measure A transportation sales tax program. The RFQ is intended solely to identify consulting Financial Advisory firm(s) qualified to update and amend the STA's comprehensive financing and project delivery strategy; identify, facilitate, and manage appropriate financing mechanisms; and provide on-going financial advice tailored to the unique circumstances of the Measure A program and the current state of the financial markets. It is not intended to solicit financial advisory services related to other work elements for which STA is responsible.

The Capital Allocation Plan serves as a blueprint for the allocation of resources to capital projects that will be funded wholly or in part with Measure A revenues. The Plan guides the STA Governing Board and staff—along with the policy boards and staffs of the participating local transportation agencies—in making programming and financing decisions that facilitate efficient and equitable delivery of the Measure A capital program. The Plan supplements the project delivery expertise of the sponsoring public agencies. As such, the preferred consultant may be required to coordinate with transportation and financial management staff from the County of Sacramento, incorporated cities, Sacramento Regional Transit District, and Caltrans during the Plan update.

### **SCOPE OF SERVICES**

The associated Scope of Services will include, but may not be limited to, the following key tasks:

- 1. Refine and Finalize the Scope of Services:** The selected Consultant will work with STA staff to refine the work scope and develop a work schedule for updating the Capital Allocation Plan. This task will result in a detailed work plan and timeline. Each SOQ should describe the consultant's recommended approach in sufficient detail to be evaluated by the STA. Responders to this RFQ may recommend modifications to the scope of services set forth herein.
- 2. Refine Measure A Revenue Projections and Assumptions:** The selected Consultant will develop a methodology for estimating Measure A sales tax and development fee

revenues for each year of the sales tax term. It will be designed so that STA staff can update it as needed to reflect changing assumptions.

- 3. Update Project Scopes and Cost Estimates:** The selected Consultant—in coordination with STA staff—will confer with transportation and/or finance staff from the sponsoring transportation entities as needed to update the scope, estimated cost, and delivery schedule of the projects set forth in the Measure A Capital Allocation Plan.
- 4. Determine Cash Flow Requirements:** The selected Consultant will determine the amount of cash that must be available at specified intervals to maintain the project delivery schedules prepared per Task #3. The revenue forecasting tool developed per Task #2 will be used to re-evaluate cash flow requirements as revenue and other assumptions change over time. The Consultant will perform a financial capacity analysis of the capital improvement categories set forth in the Expenditure Plan.
- 5. Identify Types and Scheduling of Finance Mechanisms:** Based on the cash flow requirements and on the revenue projections and assumptions developed per Task #2, the selected Consultant will prepare a matrix of alternate financing mechanisms for accelerating Measure A and other revenues. The matrix will include the costs and benefits of each alternative approach. Consultant will prepare a financing strategy that sets forth the most appropriate financing mechanism(s) and schedules relative to the cash flow requirements and the STA's financial outlook, credit quality, and other relevant circumstances. The Consultant will also identify those projects that should be funded on a pay-as-you-go basis.
- 6. Prepare Draft Update of the Measure A Capital Allocation Plan:** The selected Consultant will present updated policy recommendations and creative funding, financing, and cash flow strategies to facilitate effective and equitable delivery of the Measure A capital program. The product will be an updated Capital Allocation Plan that includes, but is not limited to, the following elements:
  - Executive Summary
  - Policies for Effective and Equitable Project Delivery
  - Proposed Schedule of Measure A Distributions for Each Capital Project during Each Year of the Program Term
  - Schedule and Recommended Type(s) of Financing Mechanism(s)
  - Other Funding Issues and Recommendations

The Consultant will review the Draft Capital Allocation Plan with the STA staff and governing board.

- 7. Prepare Final Measure A Capital Allocation Plan:** The Consultant will use technical and policy comments received on the draft (Task #6) to prepare a Final Measure A Capital Allocation Plan. The Plan will be presented to the STA Governing Board for adoption at a regular meeting thereof.

## **Additional Services**

In addition to updating the Capital Allocation Plan, the Consultant will be requested to provide additional services related to implementing the recommended financing mechanisms and providing on-going financial management advice. The selected Financial Advisory consultant will not subsequently be selected to underwrite any recommended financing instrument(s).

## **SOQ CONTENTS**

The Authority prefers to contract with a single firm and not with multiple firms organized as a joint venture. Where two or more Responders desire to submit a single statement of qualifications (SOQ) in response to this RFQ, they should do so as prime-subcontractor rather than as a joint venture. Consultants interested in providing the services described above should submit an SOQ that includes the following elements. The SOQ should contain only information pertinent to the information solicited herein. As such, the STA anticipates that responses will not exceed about 20 pages in length:

### 1. Introduction to Firm(s)

- A. Transmittal Letter that summarizes the firm(s)' interest and approach to performing the Scope of Services outlined above. The letter should be signed by an individual authorized to subsequently submit a bid proposal and negotiate a contract.
- B. Background Information on the firm and any proposed subconsultants, including: legal name of firm; year established; address, telephone number, and fax number; type of organization (partnership, corporation, etc.).
- C. A statement that the consultant(s) is not in default to the State of California or any public agency in Sacramento County for taxes, licenses, or previous agreements. The statement should include a summary of legal or regulatory violations, pending or actual investigations by regulatory agencies, or other legal matters involving the firm during the prior 3 years.
- D. A statement that the Consultant(s) is an Equal Opportunity Employer as defined by federal and state statutes.
- E. Identification of any Disadvantaged Business Enterprises (DBEs) included in the consulting team. It is the intent of the STA that DBEs be informed of and have an opportunity to participate in the procurement activities that may be associated with this RFQ.

### 2. Recommended Approach

- A. A narrative summary of the services to be provided and how they will be performed, including an itemization of the interim products (i.e. working papers, reports), if any, that will be delivered as part of the scope of services set forth above.

- B. A Work Plan that itemizes the tasks to be completed and the estimated length of time for completing them. The work plan should include an estimate of the length of time (i.e. number of weeks/months from commencement of project) for the delivery of all interim, draft, and final products.
- C. An Organization Chart that clearly identifies key persons (including subcontractors) who would be responsible for performing the tasks set forth in the scope of services, along with a description of proposed relationships among key personnel and support staff. The Work Plan should include a spreadsheet depicting the *estimated* number of person-hours by job class for each task.

### 3. Consultant(s)' Qualifications

- A. **Experience & Expertise:** The SOQ should describe the firms(s)' experience and expertise relative to the scope of services outlined above. This should include a listing of projects for which the firm has provided similar services, including:
  - Project description and location
  - Client name and key contact
  - Key consulting personnel involved
  - Fee arrangement and total value of services
  - Budget and schedule performance
- B. **Personnel:** Resumes for all technical, professional, and management personnel (including subcontractors) expected to be assigned to the project. The SOQ should demonstrate the qualifications of all assigned personnel and a clear commitment that each will actually perform the tasks assigned to them in the Organization Chart. The project leader and principal contact for all matters associated with this project should be clearly identified. The SOQ should also demonstrate that the project leader will attend meetings as requested by Authority staff and will be fully engaged in the day-to-day management of the contracted activities.
- C. **Conflict of Interest:** A statement that the consultant is not committed to another project or client that would constitute a conflicting interest with the project described herein. Conflicts of interest *may* include but are not limited to:
  - contracts for work related to the implementation of specific projects in the Measure A Expenditure Plan
  - contracts with public agency sponsors of projects listed in the Measure A Expenditure Plan
  - contracts with local property development companies
- D. **Insurance:** The preferred Contractor will be required to maintain General Liability insurance—including contractual liability and automobile liability—with a combined single limit of at least one million dollars (\$1,000,000). The policy will name the Authority as an additional insured.

#### 4. Exceptions/Deviations

Information that Responder determines to be pertinent to this project and which has not been specifically solicited in this RFQ may be placed in a separate technical appendix to the SOQ. This section should include any variations of the RFQ's technical requirements that the Responder desires to offer.

The SOQ should not include a proposed price for performing the affected services. Price proposals will be solicited from "qualified" firms via a separate Request for Bids process.

#### **SUBMITTAL**

Interested consultants should submit four (4) copies of their SOQ by 5:00 p.m. on March 21, 2011, to:

Sacramento Transportation Authority  
431 I Street, Suite 106  
Sacramento, CA 95814  
ATTN: Gloria Busby  
Office Manager

The SOQ should be submitted in a sealed envelope or container labeled: ***STATEMENT OF QUALIFICATIONS FOR MEASURE A FINANCIAL ADVISORY SERVICES***. SOQs submitted after the deadline will not be considered. No electronic or facsimile copies will be accepted. All responses become the property of STA, and will be considered public records after an associated contract is executed.

#### Addenda/Questions

Any adjustments made by the STA to the provisions set forth in this RFQ after it has been distributed will be made by written addendum distributed to all parties that have received an RFQ packet. Responder should acknowledge receipt of any such addenda in the transmittal letter enclosed with the SOQ. STA is not bound to any modifications or variations from the requirements set forth herein as the result of any oral communication.

All questions from Responders regarding the provisions set forth in this RFQ must be submitted to the STA in writing no later than close of business on March 9, 2011. Questions submitted after this date will not be acknowledged. Questions may be submitted (Attn: GLORIA BUSBY) via the following methods:

- US Mail: Sacramento Transportation Authority  
431 I Street, Suite 106, Sacramento, CA 95814-2320
- Private Courier: Sacramento Transportation Authority  
431 I Street, Suite 106, Sacramento, CA 95814-2320
- Facsimile: 916-323-0850 – Attn: Gloria Busby
- E-mail: gloria@sacta.org

#### **EVALUATION**

STA will convene a panel of local public agency finance and transportation managers to review the SOQs. The SOQs will be evaluated on the thoroughness, clarity, quality, and completeness of the material presented with emphasis on understanding of the project and relevant experience with assignments of this type. The following criteria will be of particular significance in the evaluation:

- Experience and expertise of the consulting firm(s) relative to the proposed Scope of Services
- Relevant experience of consulting personnel to be assigned to the project
- Recommended Approach
- Demonstrated understanding of the STA’s needs and of the financial challenges facing transportation agencies in Sacramento County

Interviews may be conducted. The STA Governing Board will approve a list of qualified consulting firms from which to solicit bid proposals.

The preliminary evaluation schedule is as follows:

|                   |   |
|-------------------|---|
| <u>Feb 10:</u>    | STA Governing Board authorizes distribution of RFQ  |
| <u>Feb 14:</u>    | RFQs distributed to consultant list and posted on STA website   |
| <u>Mar 9:</u>     | Deadline for submitting questions on the RFQ  |
| <u>Mar 11:</u>    | Answers to questions posted on STA website  |
| <u>Mar 21:</u>    | Statement of Qualifications (SOQ) due to Authority  |
| <u>Mar 28-31:</u> | Panel reviews SOQs and prepares recommended list of “qualified” consulting firms; panel conducts consultant interviews (if necessary) |
| <u>Apr 14:</u>    | STA Governing Board approves list of “qualified” consulting firms   |
| <u>Apr 18:</u>    | Request for Bids distributed to “qualified” consulting firms  |
| <u>May 19:</u>    | Bid proposals due to Authority  |
| <u>Jun 9:</u>     | STA Governing Board considers low bidder as preferred consultant  |

The STA reserves the right to reject any or all of the SOQ submittals and/or to waive minor irregularities. Solicitation of statements of qualifications or bid proposals in no way obligates the STA to contract with any firm. Selection of a consultant for placement on the list of “qualified” firms may be made without subsequent discussion with any Responder. As such, the SOQ should emphasize qualifications and experience directly relevant to the advisory needs of the STA as set forth in this RFQ.

Thank you for your interest in this important project.

- - - - -

# **MEASURE A INDEPENDENT TAXPAYERS OVERSIGHT COMMITTEE**

January 20, 2011  
Item # 7

---

**Subject: 2<sup>nd</sup> Quarter FY 2010-11 Measure A Revenue Report**

## **Recommendation**

Receive and file a summary report of cumulative 2<sup>nd</sup> quarter FY 2010-11 Measure A sales tax revenues along with a review of revenue trends from recent years.

## **Discussion**

The monthly Measure A sales tax revenue and distribution report for December is attached. December completes the first half of the STA's fiscal year, so this report also provides cumulative first and second quarter revenue and distribution figures. At the top half of the page, the first two columns show the proportional allocation of sales tax revenue to each Measure A program. The first two columns at the bottom half of the page break out the allocations among the County and cities for the *Traffic Control & Safety*, *Streetscaping*, *Bike, Ped*, and *Road Maintenance* programs. The far right column shows the distribution of Measure A revenues for the month of December, while the second column from the right depicts cumulative distributions through the end of the prior month. Lastly, cumulative FY 2011 Measure A distributions to date are shown in the middle column.

The second attachment hereto presents monthly Measure A revenue figures for the past 5+ years. After peaking in the 2<sup>nd</sup> quarter of 2006 at \$29,214,160, quarterly Measure A sales tax revenues steadily declined to approximately \$20 million before rebounding somewhat during the past two quarterly reporting periods.

*Attachments*

**Staff Contact: Lisa Chandler**

MEASURE A Transit Congestion Relief Program

**Sacramento Intermodal Facility**

Projected Use of Funds, FY 2011 - FY 2015

| Line |                                    | FY 2010-11       | FY 2011-12         | FY 2012-13 | FY 2013-14 | FY 2014-15 |
|------|------------------------------------|------------------|--------------------|------------|------------|------------|
| 1    | <u>Intermodal Phase 1</u>          |                  |                    |            |            |            |
| 2    | <u>Track Relocation</u>            |                  |                    |            |            |            |
| 3    | Design                             | \$1,500,000      |                    |            |            |            |
| 4    | Construction                       | \$1,600,000      |                    |            |            |            |
| 5    | Site Acquisition                   | \$550,000        |                    |            |            |            |
| 6    | Contingency                        | <u>\$500,000</u> |                    |            |            |            |
| 7    | Subtotal                           | \$4,150,000      | \$0                | \$0        | \$0        | \$0        |
| 8    |                                    |                  |                    |            |            |            |
| 9    | <u>Intermodal Phase 2</u>          |                  |                    |            |            |            |
| 10   | <u>Sac Valley Stn Improvements</u> |                  |                    |            |            |            |
| 11   | Design (Match)                     | \$1,488,000      |                    |            |            |            |
| 12   | Construction                       |                  | \$5,560,000        |            |            |            |
| 13   | Contingency                        | <u>\$365,000</u> | <u>\$0</u>         |            |            |            |
| 14   | Subtotal                           | \$1,853,000      | \$5,560,000        | \$0        | \$0        | \$0        |
| 15   |                                    |                  |                    |            |            |            |
| 16   | <u>Intermodal Phase 3</u>          |                  |                    |            |            |            |
| 17   | <u>Intermodal Facility</u>         |                  |                    |            |            |            |
| 18   | Environmental & Design             |                  | <u>\$1,911,000</u> |            |            |            |
| 19   | Subtotal                           |                  | \$1,911,000        |            |            |            |
| 20   |                                    |                  |                    |            |            |            |
| 21   | Phases 1+2+3 Subtotal              | \$6,003,000      | \$7,471,000        | \$0        | \$0        | \$0        |
| 22   | Cumulative Total                   | \$6,003,000      | \$13,474,000       |            |            |            |



## Measure A Sales Tax Revenue & Distribution - January 2011

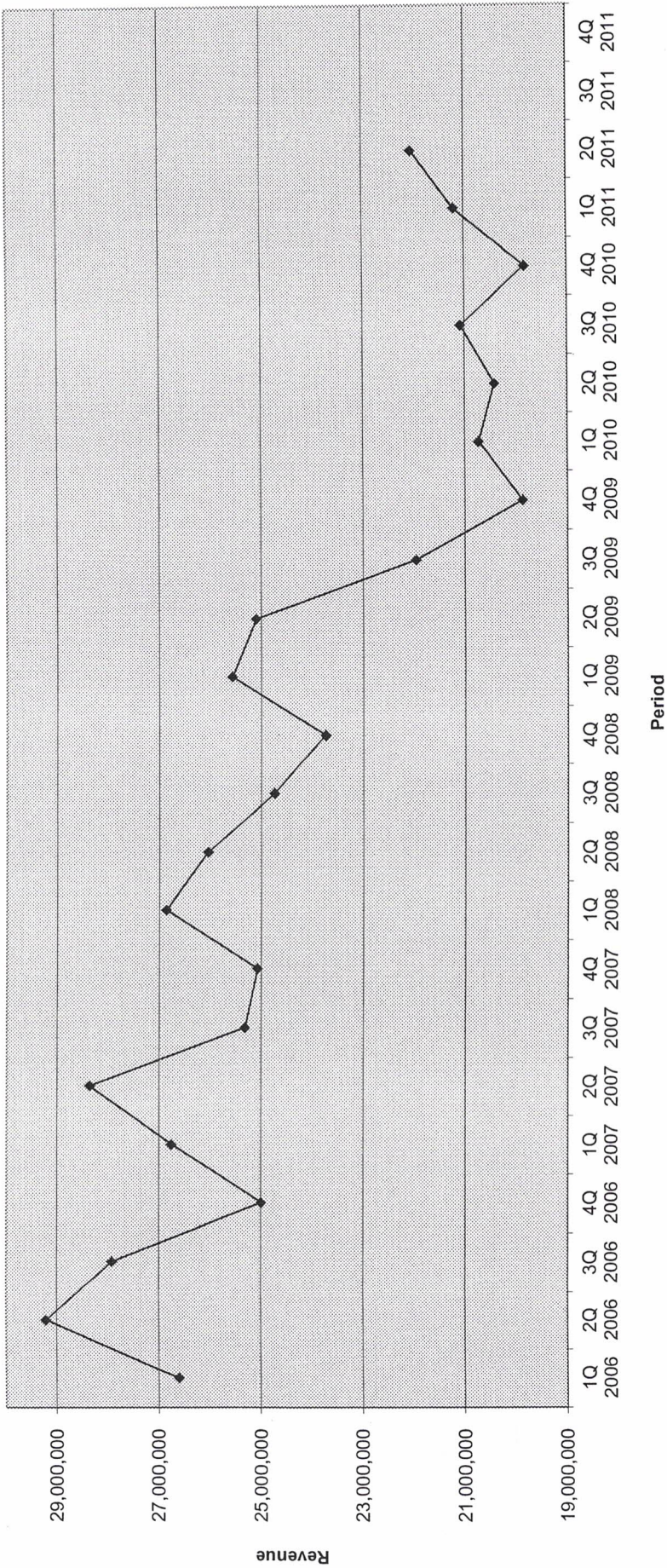
| <u>Measure A</u>                   |              | <u>2010/11</u> | YTD thru Dec 10 | <u>Jan 11</u> |
|------------------------------------|--------------|----------------|-----------------|---------------|
| Cumulative Measure A Gross Revenue |              | \$ 49,921,587  | \$ 34,746,665   | \$ 6,689,100  |
| Isleton                            | 0.04%        | \$ 19,969      | \$ 17,293       | 2,676         |
| Galt                               | 1.00%        | \$ 499,216     | \$ 432,325      | 66,891        |
| Neighborhood Shuttle               | \$ 1,000,000 | \$ 583,333     | \$ 500,000      | 83,333        |
| Subtotal                           |              | \$ 48,819,069  | \$ 42,282,869   | \$ 6,536,200  |
| Sac Cnty Regl Parks Dept           | \$ 1,000,000 | \$ 583,333     | \$ 500,000      | 83,333        |
| Capital Projects                   | 20.75%       | \$ 10,129,957  | \$ 8,773,695    | 1,356,262     |
|                                    |              | \$ 38,105,779  | \$ 33,009,174   | \$ 5,096,605  |
| -                                  |              |                |                 |               |
| Program Administration             | 0.75%        | \$ 366,143     | \$ 317,122      | 49,021        |
| SMAQMD                             | 1.50%        | \$ 732,286     | \$ 634,243      | 98,043        |
| Traffic Control & Safety           | 3.00%        | \$ 1,464,572   | \$ 1,268,486    | 196,086       |
| Paratransit (CTSA)                 | 3.50%        | \$ 1,708,667   | \$ 1,479,900    | 228,767       |
| CTSA Set Aside                     | 1.00%        | \$ 488,191     | \$ 422,829      | 65,362        |
| Safety, Streetscaping              |              |                |                 |               |
| Pedestrian & Bike Facilities       | 5.00%        | \$ 1,857,620   | \$ 1,614,143    | 243,477       |
| Street & Road Maintenance          | 30.00%       | \$ 14,645,721  | \$ 12,684,861   | 1,960,860     |
| SRTD                               | 34.50%       | \$ 16,842,579  | \$ 14,587,590   | 2,254,989     |
| Net Revenue                        | 78.25%       | \$ 38,105,779  | \$ 33,009,174   | \$ 5,096,605  |

| <u>Traffic Control &amp; Safety</u> |         | <u>2010/11</u> | <u>2010/11</u> |            |
|-------------------------------------|---------|----------------|----------------|------------|
| Citrus Heights                      | 5.59%   | \$ 81,870      | \$ 70,908      | 10,962     |
| Elk Grove                           | 10.05%  | \$ 147,189     | \$ 127,483     | 19,706     |
| Folsom                              | 5.40%   | \$ 79,087      | \$ 68,498      | 10,589     |
| Rancho Cordova                      | 4.54%   | \$ 66,492      | \$ 57,589      | 8,903      |
| Sacramento                          | 32.40%  | \$ 474,521     | \$ 410,989     | 63,532     |
| County                              | 42.02%  | \$ 615,413     | \$ 533,018     | 82,395     |
| Total                               | 100.00% | \$ 1,464,572   | \$ 1,268,486   | \$ 196,086 |

| <u>Safety, Streetscaping, Pedestrian &amp; Bike Facilities</u> |         | <u>2010/11</u> | <u>2010/11</u> |            |
|--|---------|----------------|----------------|------------|
| Citrus Heights   | 5.59%   | \$ 103,841     | \$ 90,231      | 13,610     |
| Elk Grove  | 10.05%  | \$ 186,691     | \$ 162,221     | 24,470     |
| Folsom   | 5.40%   | \$ 100,311     | \$ 87,164      | 13,147     |
| Rancho Cordova   | 4.54%   | \$ 84,336      | \$ 73,282      | 11,054     |
| Sacramento   | 32.40%  | \$ 601,869     | \$ 522,982     | 78,887     |
| County   | 42.02%  | \$ 780,572     | \$ 678,263     | 102,309    |
| Total  | 100.00% | \$ 1,857,620   | \$ 1,614,143   | \$ 243,477 |

| <u>Street &amp; Road Maintenance</u> |         | <u>2010/11</u> | <u>2010/11</u> |              |
|--------------------------------------|---------|----------------|----------------|--------------|
| Citrus Heights                       | 5.59%   | \$ 818,696     | \$ 709,084     | 109,612      |
| Elk Grove                            | 10.05%  | \$ 1,471,895   | \$ 1,274,829   | 197,066      |
| Folsom                               | 5.40%   | \$ 790,869     | \$ 684,982     | 105,887      |
| Rancho Cordova                       | 4.54%   | \$ 664,916     | \$ 575,893     | 89,023       |
| Sacramento                           | 32.40%  | \$ 4,745,214   | \$ 4,109,895   | 635,319      |
| County                               | 42.02%  | \$ 6,154,132   | \$ 5,330,178   | 823,954      |
| Total                                | 100.00% | \$ 14,645,721  | \$ 12,684,861  | \$ 1,960,860 |

Sacramento Transportation Authority  
 Sales Tax Revenue Comparison By Quarter  
 FY 2006 through 2011



Sacramento Transportation Authority  
 Sales Tax Revenue Comparison By Quarter  
 FY 2006 through 2011

