

**Background Information:**

**Consent Calendar:**

**2. Approval of the April 12, 2017 Meeting Minutes**

**Regular Agenda:**

**3. Review of the Draft Final Triennial Performance Audits of the Regional Public Transportation System, Tuolumne County Transit.**

The Tuolumne County Transportation Council is required by Section 99246 of the Transportation Development Act (TDA) to designate entities other than itself, a county transportation commission, a transit development board or an operator to make a performance audit of its activities and the operator of the Public Transit System, Tuolumne County Transit (TCT) in our region, every three years.

A performance audit is a systematic process of evaluating an organization's effectiveness, efficiency and economy of operation under management control. The objectives of the audit are to provide a means for evaluating an organization's performance and to enhance that performance by making recommendations for improvements. The audit measures performance against acceptable criteria and focuses on management's planning and control system. In addition, the audit evaluates the adequacy of an organization's systems and the degree of compliance with established policies and procedures.

As you may recall, through a formal Request for Proposals process, a contract to conduct Performance Audits covering Fiscal Years 2013/14 through 2015/16 was executed with LSC Transportation Consultants, Inc. These Performance Audits have been conducted in compliance with relevant sections of the TDA and the Performance Audit Guidebook for Transit Operators and Regional Transportation Entities issued by the California Department of Transportation.

As required, the Consultant prepared Administrative Draft Audits and submitted them to Staff for review. The Consultant has addressed staff's comments and prepared the attached Draft Final Performance Audits for the TCTC's review and comment. The Consultant will present a report on the findings and recommendations included in the Performance Audits. Comments on the Audits will be incorporated into the final audit presented in June.

**Attachment:**

*Draft Final TCTA Performance Audit*

**Recommended Action:**

*Review the Draft Final TCTC and Public Transit Performance Audits.*

**4. Progress Report on the Construction of the Tuolumne Transit Center**

The Tuolumne Transit Center is finally making a sustained and uninterrupted push towards completion. The good weather has allowed for progress in the following areas:

- Planning for PG&E commitment letter infrastructure

- Brown/scratch coat and interior/exterior plastering
- Installation of the retaining wall on the West side of the property
- Pouring of the concrete planters/seat walls
- Prep and pouring of concrete flatwork for shade structure and small courtyard area between outside building

Additionally, the County accepted bids on extending the fiber optic cable from the Juvenile Detention Center to the Transit Center and also stubbing out conduit for the future extension to the new jail. American Systems Controls and Integration Inc (ASCII) was selected to do the work. This is a cost share item between the Transit Agency and the County. The bid to do the work is \$29,741. The TCTA share of this is \$18,430. The remaining balance will be paid by the County.

An update on the Invitation for Bid to provide furniture for the project is given as part of a separate agenda item.

**Attachments:**

*There are no attachments for this item.*

**Recommended Action:**

*No action required. Informational item only.*

**5. Approval of IFB Furniture Bid for Transit Facility**

Staff let an Invitation for Bid (IFB) on April 10, 2017 asking for proposals to provide seating for both indoor and outdoor spaces at the Tuolumne Transit Center. Furniture was one of the items removed during the value engineering phase of the project. When the TCTA received the project cost estimate we were significantly over budget. Staff worked with the project partners and the Transit Agency to identify cost saving elements for the project. Many modifications were proposed and accepted, including removing furniture from the bid in favor of making this an owner furnished, owner installed item.

Recognizing where the project is at currently at in the construction schedule, staff let the Invitation for Bid so a contract could be considered by the Transit Agency.

Staff received proposals from the following companies:

1. Forms + Surfaces, Pittsburgh, PA \$41, 773.60
2. Arconas, Mississauga, Ontario, Canada, \$22,459.45
3. Maker Metals, Sonora, Ca, \$27,348.75

The proposals were scored based on these criteria, included in the IFB:

- 40%- Overall Bid Price
- 20%- Durability and quality of material/product proposed
- 20%- Product Warranty/Guarantee of workmanship
- 20%- Experience with providing product, materials, installation

Staff allowed for a project question and response period to enhance project understanding with the hope of receiving superior bids. The IFB for the project was posted on the Tuolumne County Transportation Council website, along with project documents and updates.

In addition to requesting a bid on seating products, a separate bid was requested as a project alternate to install both indoor and outdoor seating (if service is offered by provider). No additional points were given or subtracted from proposals for offering or not offering this service.

All responsive bids were due on Monday, May 1, 2017 by 2pm. Staff reviewed all bids and associated materials and after final scoring Metal Makers is the top proposer. Staff is preparing a Purchase Order subject to TCTA approval.

**Attachment:**

*Invitation for Bid*

*Top ranked project proposal*

**Recommended Action:**

*Select Metal Makers proposal to provide seating for the Tuolumne Transit Center and direct staff to issue a Purchase Order to Transit Center Furniture.*

**6. Reports**