

Agenda: January 11, 2007

TO: The Regional Transportation Commission
FROM: Daniel Nikuna, Fiscal Officer and Rachel Moriconi, Transportation Planner
RE: 2006 Triennial Performance Audit - Request for Proposals

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission:

1. Review and approve the draft 2006 triennial performance audit Request for Proposals (RFP) (Attachment 1); and
 2. Authorize the Executive Director to issue the RFP (Attachment 1) and to select a contractor for recommendation to the RTC from the RFP respondent pool.
-

BACKGROUND

Triennial Performance Audits are required by state statutes related to the Transportation Development Act (TDA) for Regional Transportation Planning Agencies (RTPAs) and Transit Operators that receive funding under Article 4 of the Act. The selected firm will audit two claimants: the Santa Cruz County Regional Transportation Commission and the Santa Cruz Metropolitan Transit District. The Commission's approved FY06/07 budget includes \$25,000 for the performance audits.

DISCUSSION

The 2006 Triennial Performance Audit will cover fiscal years 2003/04, 2004/05, and 2005/06 (July 1, 2003 to June 30, 2006). The purpose of this audit is to provide an independent, objective and comprehensive review of the economy, efficiency and effectiveness of the SCCRTC and SCMTD. These audits also provide a means of evaluating an organization's performance over the past 3 years and to enhance its performance by making recommendations for improvement. Additionally, Triennial Performance Audits evaluate the adequacy of an organization's systems and the degree of compliance with established policies and procedures.

The draft 2006 triennial audit Request for Proposal (Attachment 1) was presented to the Budget and Administration/Personnel Committee at their December meeting for review and recommendation. The Committee did not have the quorum, and therefore no action was taken. However, the members who were present did not raise any issues as to the RFP content. The performance audit report is due to the State by June 30, 2007. Because of time constraint, it would be difficult to meet the deadline if staff went back to the Budget and Administration/Personnel Committee. RTC staff anticipates issuing the RFP immediately after approval by the RTC and will recommend a contractor in mid-February.

SUMMARY

Staff recommends that the Regional Transportation Commission review and approve the Request for Proposals; and authorize the Executive Director to release the RFP and select a contractor for recommendation to the Commission.

Attachment 1: Draft Request for Proposals

\\Rtcserv1\Shared\RTC\TC2007\TC0107\PerformanceAudit\FY2006PerformanceAudit.doc