



**STAFF REPORT**  
Board Meeting of November 18, 2020

**AGENDA ITEM:** 7-K

**PREPARED BY:** Troy McNeil, Deputy Director/Fiscal Supervisor

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**SUBJECT:**

Award contract – Triennial Performance Audit

**Enclosure:** No

**Action:** Authorize staff to enter into a contract with Moore & Associates to conduct the Triennial Performance Audit for fiscal years 2017-18 through 2019-20

**SUMMARY:**

At its September 23, 2020 meeting the Board approved the release of the Triennial Performance Audit Request for Proposals (RFP). MCTC is statutorily required by Section 99246 of the California Public Utilities Code 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 activities of each operator to whom it allocates funds. The audit will cover fiscal years 2017-18 through 2019-20 and will audit the following functions:

- RTPA Administration and Management;
- Transportation Planning and Regional Coordination;
- Claimant Relationships and Oversight;
- Follow up of prior Performance Audit Recommendations;
- Marketing and Transportation Alternatives; and
- Grant Applications and Management.

The final report is scheduled to be presented to the Board in March 2021. MCTC staff expects that the performance audit will be conducted consistent with the "Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities" issued by the California Department of Transportation (Caltrans).

Staff received three proposals, scored the proposals according to the established criteria, and the results of the scoring are:

1. Moore & Associates, Inc. – 95/100 (Total cost proposal of \$27,566)
2. Calyptus Consulting Group, Inc. – 87.67/100 (Total cost proposal of \$39,480)
3. Altmayer Consulting, Inc. – 87.67/100 (Total cost proposal of \$30,000)

After conducting the RFP process and scoring and evaluating the submitted proposals, MCTC staff recommends retaining the firm of Moore & Associates to conduct the triennial performance audit.

**FISCAL IMPACT:**

No fiscal impact to the approved 2020-21 Overall Work Program and Budget. Item has already been included in the budget.