www.AlamedaCTC.org



### **Citizens Watchdog Committee Meeting Agenda**

Monday, November 8, 2010, 6:30 to 8:30 p.m. 1333 Broadway, Suite 300, Oakland, CA 94612

#### **Meeting Outcomes:**

- Receive ACTIA Independent Audit Presentation
- Review Amendment to the 2000 Expenditure Plan
- Report out on Ad Hoc Committee meeting
- Receive outreach summary on CWC Annual Report Publication
- Receive update on Program Compliance Workshop

6:30 – 6:35 p.m.	1. Welcome & Introductions	
6:35 – 6:40 p.m.	2. Public Comment	1
6:40 – 6:45 p.m.	3. Approval of July 12, 2010 Minutes  O3 CWC Meeting Minutes 071210.pdf - Page 1	Α
6:45 – 7:15 p.m.	4. ACTIA Independent Audit Presentation  04 Memo Approval of ACTIA Audit FY09-10.pdf - Page 5  04A Draft ACTIA Audit and Statement FY09-10.pdf - Page 7  04B Draft Single Audit Report.pdf - Page 53  04C Limitations Worksheet.pdf - Page 65	I
7:15 – 7:35 p.m.	5. Discussion of Amendment to 2000 Measure B Expenditure Plan Staff report will be submitted under separate cover	
7:35 – 7:40 p.m.	<ul> <li>6. CWC Annual Report Outreach Summary</li> <li>A. Summary of Process and Costs         <ul> <li>06 Memo Annual Report Outreach Summary.pdf - Page 67</li> <li>06A Summary of Publication Costs.pdf - Page 71</li> </ul> </li> <li>B. Summary of Feedback</li> </ul>	I
7:40 – 7:45 p.m.	7. Program Compliance Workshop Update <u>07 EOY ComplianceWorkshop Handout FY09-10.pdf</u> – Page 73 <u>07A ComplianceWorkshop Attendees FY09-10.pdf</u> – Page 105 <u>07B EOY Compliance Reporting Schedule FY09-10.pdf</u> – Page 109	I

#### 7:45 – 8:10 p.m.

8. CWC Member Reports/Issues Identification and Report out from Ad Hoc Committee Meeting

<u>08A City of Fremont Issues.pdf</u> – Page 115 <u>08B City of Oakland Issues.pdf</u> – Page 117

<u>08C CWC Issues Identification Form.pdf</u> - Page 119

#### 8:10 - 8:30 p.m.

- 9. Staff Reports/Board Actions
  - A. Merger Update
  - B. Semi-Annual Local Business Enterprise/Small Local Business Enterprise Report Update

09B\_Memo\_LBCE\_Report\_010110-063010.pdf - Page 121 09B1\_Attachments\_for\_LBCE\_Report.pdf - Page 127

C. General Items

<u>09C AlamedaCTC Action Items.pdf</u> – Page 135 <u>09C1 CWC Calendar.pdf</u> – Page 141 09C2 CWC Roster.pdf – Page 143

8:30 p.m.

10. Adjournment

Key: A – Action Item; I – Information/Discussion Item; full packet available at www.alamedactc.org

#### **Next Meeting:**

Date: January 10, 2011 Time: 6:30 to 8:30 p.m.

Location: Alameda CTC Offices, 1333 Broadway, Suite 300, Oakland, CA 94612

#### **Staff Liaisons**

Tess Lengyel, Programs and Public Affairs Manager, (510) 2676111, <a href="mailto:tlengyel@actia2022.com">tlengyel@actia2022.com</a> Anees Azad, Finance and Administration Manager, (510) 267-6101, <a href="mailto:aazad@actia2022.com">aazad@actia2022.com</a> Angie Ayers, Program Management Team, (510) 267-6115, <a href="mailto:aayers@actia2022.com">aayers@actia2022.com</a>

**Location Information:** Alameda CTC is located in Downtown Oakland at the intersection of 14<sup>th</sup> Street and Broadway. The office is just a few steps away from the City Center/12<sup>th</sup> Street BART station. Bicycle parking is available inside the building, and in electronic lockers at 14<sup>th</sup> and Broadway near Frank Ogawa Plaza (requires purchase of key card from bikelink.org). There is garage parking for autos and bicycles in the City Center Garage (enter on 14<sup>th</sup> Street between Broadway and Clay). Visit the Alameda CTC website for more information on how to get to the Alameda CTC: <a href="http://www.alamedactc.com/directions.html">http://www.alamedactc.com/directions.html</a>.

**Public Comment:** Members of the public may address the committee regarding any item, including an item not on the agenda. All items on the agenda are subject to action and/or change by the committee. The chair may change the order of items.

**Accommodations/Accessibility:** Meetings are wheelchair accessible. Please do not wear scented products so that individuals with environmental sensitivities may attend. Call (510) 893-3347 (Voice) or (510) 834-6754 (TTD) five days in advance to request a sign-language interpreter.



# CWC Meeting 11/08/10

333 Brōðawäý; Sūitē 300 Oakland, CA 94612 (510) 893-3347 (ph) (510) 893-6489 (fax) Hwww.actia2022.com

#### ACTIA Citizens Watchdog Committee Meeting Minutes Monday, July 12, 2010, 6:30 p.m., 1333 Broadway, Suite 300, Oakland

	Attendance Key (A = Al	bsent, P = Pre	esent)	
Members:				
P James Paxson, Chair	A Arthur Gee	n	A Dave Stark	
P Jo Ann Lew, Vice Chair	P Earl Hamlin		A George Zika	
P Pamela Belchamber	P James Haus	sener	P Hale Zukas	
P Roger Chavarin	P Erik Jensen		<del></del>	
A Leonard Conly	A Melody Ma	rr		
Thomas Gallagher	P Harriette Sa			
Staff:				
P Christine Monsen, Executive	Director	P Tess	Lengyel, Programs and Public Affairs M	anagei
P Anees Azad, Finance and Adı	ministration Manager		ie Ayers, Acumen Building Enterprise, In	_
A Art Dao, Deputy Director	J		, ,	

Meeting Key (Action Items = A, Information/Discussion Items = I)

#### **Public Hearing Minutes**

#### 1. Call to Order/Welcome and Introductions - I

Chair, James Paxson called the meeting to order at 6:35 p.m. The meeting began with introductions and a review of the meeting outcomes.

#### 2. Report from Chair/Review Draft Annual Report - I

The CWC members reviewed the CWC 8<sup>th</sup> Annual Report to the Public along with the draft press release. The following changes were requested by the CWC members:

a) On page 1, in the second paragraph, the Financials-at-a-Glance should read as follows. This change is also required on the press release:

The Measure B fund balance of \$132.2 million is currently committed to capital projects and program expenditures, including \$127 million from previous years and \$5 million designated for future expenditures.

- b) On page 3, the end of the first paragraph should read as follows:
  - When the estimates were originally set forth in the late 1990s, they were deemed to be very conservative, especially in relation to then-current economic conditions.
- c) On page 3, the middle of the second paragraph should read as follows:
  - The transportation programs that receive 60 percent of the Measure B funds, however, are facing serious funding challenges.
- d) On page 3, in the graphic key, remove "(Actual/Projected)" from the end of each item in the key.

#### 3. Public Comments - I

The public had no comments.

#### 4. Close Public Hearing on Annual Report - I

The chair closed the public hearing to review the CWC 8<sup>th</sup> Annual Report to the Public at 6:45 p.m.

#### **Regular Meeting Agenda**

#### 1. Welcome and Introductions - I

#### 2. Approval of June 14, 2010 Minutes - A

Roger Chavarin moved to approve the minutes as written. Jo Ann Lew seconded the motion. The motion carried with one abstention, Earl Hamlin (8-1).

#### 3. Adoption of Final Annual Report - A

Earl Hamlin moved to adopt the  $8^{th}$  CWC Annual Report with the changes noted during the public hearing. Harriette Saunders seconded the motion. The motion carried with one abstention, James Haussener (8-1).

#### 4. Approval of Publication Quantity and Costs - A

Tess Lengyel informed the committee that the budget for the publishing of the CWC 8<sup>th</sup> Annual Report is \$50,000, which is the same as last year. The actual cost for the 7<sup>th</sup> Annual Report was \$52, 846, and ACTIA agreed to pay for the additional costs since it uses the CWC Annual Report for it general outreach efforts.

CWC members suggested for next year to consider placing billboards on BART and AC Transit; include verbiage in the fare gate flyer at BART; include information in the Chamber of Commerce newsletter, etc.; consider promoting the report through social media, for example, Facebook; and leverage ACTIA's relationship with its partners for outreach to a broader audience.

Tess also explained that the CWC Annual Report is distributed to a multitude of audiences for through ACTIA's general outreach venues. The audience includes organizations such as the League of Women Voters, the California Taxpayers' Association, media, libraries, and ACTIA Community Advisory Committees.

James Paxson requested a volunteer group to work with staff to distribute and finalize the 8<sup>th</sup> CWC Annual Report and oversee the publication costs. The volunteers for the subcommittee are:

- James Haussener
- Jo Ann Lew
- James Paxson
- Harriette Saunders
- Hale Zukas

Earl Hamlin made a motion to approve the subcommittee to make recommendations to finalize the 8<sup>th</sup> Annual Report, the print ad for publications, the press release, and the Publication Cost Schedule. Roger Chavarin seconded the motion. The motion carried unanimously.

#### 5. Approval of Press Release for CWC Annual Report - A

James Paxson stated that ACTIA will distribute the press release to the media throughout Alameda County and beyond, and it would be nice if it can be sent to the Better Business Bureau, to all

jurisdictions, and the same organizations that received the Countywide Transportation Plan/Expenditure Plan mailing.

Roger Chavarin made a motion to approve the draft press release with the changes noted in the public hearing; and with a change of date on page14 in the packet from June 30, 2008 to June 30, 2009. Earl Hamlin seconded the motion. The motion carried unanimously.

#### 6. Approval/Acceptance of CWC Bylaws - A

CWC members requested that ACTIA staff distribute the meeting minutes two weeks prior to the agenda planning session and solicit input from the members for new agenda items. Those suggestions will be included in the agenda planning session held with the chair, vice-chair and staff. Staff agreed to include the suggestions in a calendar of events for the CWC Agenda Review Schedule and send it to CWC members.

Roger Chavarin made a motion to adopt the CWC Bylaws as written. Harriette Saunders seconded the motion. The motion carried unanimously.

Tess Lengyel informed the committee that the Alameda County Transportation Commission (Alameda CTC) is meeting for the first time on July 22, 2010, and members may need to revisit the CWC Bylaws before next year to reflect any Commission changes.

#### 7. Approval of CWC FY 10/11 Calendar – A

The CWC requested changing the April 28, 2011 date to April 2011 on the calendar.

Earl Hamlin made a motion to approve the CWC Calendar with the requested change. Roger Chavarin seconded the motion. The motion carried unanimously.

#### 8. CWC Watch List for Fiscal Year 2010/2011 - I

CWC members reviewed the current "Watch List" for both projects and programs. The members selected the projects and programs they want to watch during fiscal year 2010-2011.

#### 9. CWC Member Reports/Issues Identification

The CWC members formed an Ad-hoc Committee to work with the City of Fremont and the City of Oakland to review the ending Measure B balances/reserves stated in their compliance reports. The following members will serve on the Committee:

- Pamela Belchamber
- James Haussener
- Erik Jensen
- Jo Ann Lew
- James Paxson
- Harriette Saunders

Staff will contact the CWC members to extend an invitation to absent members.

Pamela Belchamber made a motion to form an Ad-hoc Committee to work with the cities of Fremont and Oakland to understand why their reserves are high. Earl Hamlin seconded the motion. The motion carried unanimously.

James Haussener will complete the ad-hoc forms, and ACTIA will send them to the jurisdictions. The cities will have a representative attend the ad-hoc meeting to address CWC's concerns. ACTIA will provide the CWC Ad-hoc Committee with the contracts for Fremont and Oakland prior to the Ad-hoc meeting.

#### 10. Staff Reports

Anees Azad informed the CWC that the actual sales tax for this fiscal year will be \$94 million, which is 7 percent lower than last year's actual, but higher than the \$90 million budgeted.

Tess Lengyel stated that the Request for Proposals was released for the Countywide Transportation and Transportation Expenditure Plan (CWTP-TEP) consultant. The pre-bid meeting is scheduled for Thursday, July 15. Proposals are due August 19 and will go to the Commission in September for approval.

Tess Lengyel informed the CWC that 47 applications were received for the CWTP-TEP Community Advisory Working Group (CAWG). Currently, staff is reviewing the applications and will make a recommendation to the CWTP-TEP Steering Committee on July 19. Staff mailed appointment requests to numerous organizations that will appoint members to create the CWTP-TEP Technical Advisory Working Group (TAWG).

Tess Lengyel announced the upcoming South County Transportation Forum on July 15, 2010 at the Ruggieri Senior Center in Union City. Tess also announced PAPCO Annual Mobility Workshop on July 30, 2010 at MTC Auditorium.

Christine Monsen gave an update on the Oakland Airport Connector (OAC) project. Christine stated that the California Transportation Commission approved the reprogramming of \$20 million in Statewide Transportation Improvement Program funds to the OAC project and the matter will come before the Alameda CTC this month for action. Full funding will be presented to BART Board on July 22.

Christine Monsen informed the committee that the I-680 Sunol Express Lanes project with the southbound high-occupancy vehicle lane project is scheduled for completion in October 2010.

#### 11. Adjournment/Next Meeting

The meeting adjourned at 8:10 p.m. The next meeting is November 8, 2010.

### CWC Meeting 11/08/10 Attachment 04



ACCMA 1333 Broadway, Suite 220 ACTIA 1333 Broadway, Suite 300 Oakland, CA 94612 Oakland, CA 94612 PH: (510) 836-2560 PH: (510) 893-3347

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#### **MEMORANDUM**

**Date:** October 29, 2010

**To:** Finance and Administration Committee

From: Arthur L. Dao, Executive Director

Anees Azad, Finance and Administration Manager

Subject: Approval of ACTIA Draft Audit for Fiscal Year 2009/2010

#### Recommendations

It is recommended that the Committee accept the following documents as presented by the certified public accounting firm of Maze and Associates, LLP. for fiscal year 2009/2010:

- Draft Basic Financial Statements
- 2. ACTIA Single Audit Financial Statements (Required for federally funded Projects)
- 3. Limitations Worksheet (showing administrative cost rations)

#### Discussion

As required by Measure B and SB 878, an annual independent financial audit was conducted by a certified public accounting firm for the fiscal year ending June 30, 2010. As there were transactions involving federal funds of more than \$500,000, the auditors performed the Single Audit as required by the federal grant.

The audit firm of Maze and Associates, LLP, is the Authority's new auditors starting this year. The draft audit report of the Authority's financial activities for the fiscal year ending June 30, 2010, and the Limitations Worksheet are attached for your review. The auditors also reviewed the Authority's internal operating controls, systems and processes as well as the accuracy and reliability of its financial records.

As part of their audit services, the auditor issues a management letter if they identify any material weaknesses in the internal control structure found during the audit of the financial statements, and discusses items of administrative concern. The auditors did not find any material weaknesses and will issue a statement stating so (see Statement to ACTIA Board).

We want to take this opportunity to thank Lei Lam, Senior Accountant, the Project Control Team and Maze and Associates staff for their assistance. This is the first year of Maze's contract with ACTIA, and we want to thank them for their diligent efforts in helping ACTIA address the increasing audit requirements.

#### **Fiscal Impact**

None

#### **Attachments**

- A. Draft ACTIA Audit FY 2009-10 and Statement to Alameda CTC
- B. Draft Single Audit Report (Federal Grant)
- C. Draft Limitations Worksheet

BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2010

PREPARED BY THE FINANCE AND ADMINISTRATION DEPARTMENT

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#### INDEPENDENT AUDITORS' REPORT

The Governing Board of the Alameda County Transportation Improvement Authority Oakland, California

We have audited the accompanying financial statements of the governmental activities and each major fund of the Alameda County Transportation Improvement Authority(ACTIA) as of and for the year ended June 30, 2010, which collectively comprise ACTIA's basic financial statements as listed in the table of contents. These financial statements are the responsibility of ACTIA's management. Our responsibility is to express opinions on these financial statements based on our audit. The prior year summarized comparative information has been derived from the ACTIA's June 30, 2009 financial statements which were audited by other auditors whose unqualified opinion was dated October 26, 2009.

We conducted our audit in accordance with generally accepted auditing standards in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of ACTIA as of June 30, 2010, and the respective changes in the financial position, and the respective budgetary comparisons included as part of the basic financial statements, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated September 15, 2010 on our consideration of ACTIA's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of our audit.

The required supplementary information such as the Management's Discussion and Analysis and budgetary comparison information is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The supplemental section listed in the Table of Contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The Schedule of Direct and Indirect Expenditures as listed on the table of contents has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinions on it.

September 15, 2010

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

s management of the Alameda County Transportation Improvement Authority (Authority or ACTIA), we offer readers of ACTIA's financial statements this narrative overview and analysis of the financial activities of ACTIA for the Fiscal Year Ended June 30, 2010 (FYE 2010). We encourage readers to consider the information presented here in conjunction with ACTIA's financial statements that follow this section.

ACTIA began collecting sales tax revenues on April 1, 2002. In the first two years of operation, ACTIA relied on ACTA for the financing of start-up cost and administrative infrastructure. In FYE 2006, ACTIA has repaid all start-up loans, organized its own administrative infrastructure and has emerged as a financially viable transportation authority to deliver on the commitments outlined in the Authority's 20-Year Transportation Expenditure Plan.

Since inception, ACTIA has delivered over \$881 million in transportation funding to various Alameda County projects while incurring less than 4.5% in indirect administrative costs and under 1% in indirect staff costs (as percentages of revenues). ACTIA has maintained its net assets steadily over the same duration to address future commitments.

#### **FINANCIAL HIGHLIGHTS**

As of June 30, 2010, ACTIA has expended its net assets position from \$132 million to \$113 million in the delivery of capital projects. In prior year, FYE 2009, the Authority saw an improvement in net assets from \$127 million to \$132 million. ACTIA's overall financial position remained steady in the FYE 2010 after the precipitous 19% drop in sales tax revenues from the FYE 2007 level, due to the economic recession. On the expenditure side, recent capital projects contracts have also experienced significantly lower bids than the initial estimates, due to the recession. In the near term, due to the continued financial improvements and the recent lower cost environment for capital projects, ACTIA is expected to finance upcoming capital commitments without seeking external financing. However, in two to three years timeframe, ACTIA is likely to seek external medium-term financing for upcoming capital projects.

In FYE 2010, the Authority posted revenues of \$105.1 million, including sales tax revenues of \$95.6 million, which was a 7% decline from prior year. ACTIA's total expenditures for FYE 2010 were \$123.7 million, including \$6.3 million for administration, \$28.1 million for Highways and Streets, \$63.2 million for Public Transit, and \$26.1 million for Local Transportation. A total of \$107.9 million and \$111.2 million were expended in FYE 2009 and FYE 2008, respectively. The expenditures reflect the continuing development of capital projects and programs since inception in 2002.

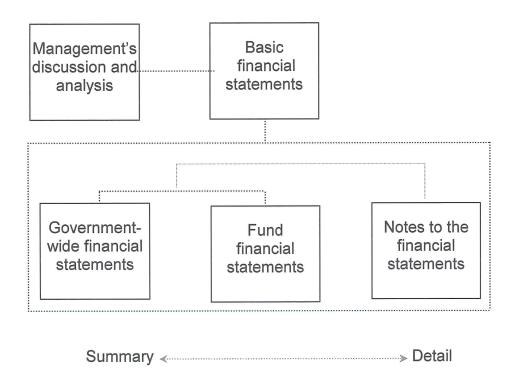
#### OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of the management's discussion and analysis (this section), and the basic financial statements, including the government-wide financial statements, statements for the general and governmental funds, and budgetary comparison statements. The basic financial statements show the consolidated presentation of governmental funds, along with the required adjustments and the resulting government-wide statements. The distinction between the two formats is summarized below:

- The government-wide statements include the statement of net assets and the statement of activities, which provides a summary of both the expenses and revenues by function or program.
- The next statements are governmental fund statements, that provide a summary of the following:
  - o Balance sheet showing the assets and liabilities by governmental fund type;
  - O Statement of revenues, expenditures and changes in fund balances, again by governmental fund type; (and reconciliation to the statement of activities); and
  - o Budgetary comparison statements for the general and special revenue funds.

Figure A-1

The Alameda County Transportation Improvement Authority Required Components of the Annual Financial Report



The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. Figure A-1 shows how the required parts of this annual report are arranged and relate to one another.

Figure A-2 summarizes the major features of ACTIA's financial statements, including the portion of ACTIA they cover and the types of information they contain. The remainder of this overview section of management's discussion and analysis explains the structure and contents of each of the statements.

review draft 10/19/2010 **Page 14** 

# Figure A-2 The Alameda County Transportation Improvement Authority Major Features of the Government-Wide and Fund Financial Statements

	Government-Wide Statements	Governmental Funds
Scope	Entire Agency	The activities of the entire Agency that are not proprietary or fiduciary, such as Highways and Streets and Public Transit
Required financial statements	Statement of net assets     Statement of activities	Balance sheet     Statement of revenues, expenditures, and changes in fund balances
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus
Type of asset/ liability information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included
Type of inflow/ outflow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter

#### **Government-Wide Statements**

The government-wide statements report information about ACTIA as a whole using accounting methods similar to those used by private-sector companies. The statement of net assets includes all of ACTIA's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid. The statement of activities includes the expenses, revenues, and changes in net assets by function or program.

The two government-wide statements report ACTIA's net assets and how they have changed. Net assets, the difference between ACTIA's assets and liabilities, are one way to measure ACTIA's financial health or position. Over time, increases or decreases in ACTIA's net assets are an indicator of whether its financial health is improving or deteriorating, respectively.

The government-wide financial statements of ACTIA include only one category:

 Governmental activities – ACTIA's basic services are included here, such as Highways and Streets, and Public Transit.

#### **Fund Financial Statements**

The fund financial statements provide more detailed information about ACTIA's governmental funds, not ACTIA as a whole. Funds are accounting devices that ACTIA uses to keep track of specific sources of funding and spending for particular purposes.

- Some funds are required by state law.
- The ACTIA Board establishes other funds to control and manage money for particular purposes or to show that it is properly using certain taxes and grants.

#### FINANCIAL ANALYSIS OF ACTIA AS A WHOLE

#### **Government-wide Statements**

Government-wide statements include the statement of activities and the statement of net assets.

Activities: In FYE 2010, ACTIA posted total revenues of \$105.1 million, of which \$95.6 was from sales tax and the balance from interest and other revenue. In FYE 2009, ACTIA posted total revenues of \$113.0 million, of which \$102.5 was from sales tax and the balance from interest and other revenue. In FYE 2008, ACTIA posted total revenues of \$127.4 million, of which \$117.3 million was from sales tax and the balance from interest and other revenue (see Table A-1 and Figure A-3).

The total costs for the current year, FYE 2010, were \$123.7 million, including \$6.3 million for Administration, \$28.1 million for Highways and Streets, \$63.2 million for Public Transit, and \$26.1 million for Local Transportation. In FYE 2009, the total cost were \$107.9 million, including \$6.4 million for Administration, \$33.9 million for Highways and Streets, \$40.4 million for Public Transit, and \$27.2 million for Local Transportation. The total costs for FYE 2008, total costs were \$111.3 million, including \$5.3 million for Administration, \$31.5 million for Highways and Streets, \$40.5 million for Public Transit, and \$33.9 million for Local Transportation. (See Table A-1 and Figure A-4).

In the current year, FYE 2010, expenditures exceeded revenues by \$18.7 million, resulting in net assets of \$113.5 million at year-end. In the prior year, FYE 2009, revenues exceeded expenditures by \$5.0 million, resulting in net assets of \$132.2 million at year-end. In FYE 2008, revenues exceeded expenditures by \$16.1 million, resulting in net assets of \$127.1 million at year-end. (See Table A-1).

Table A-1

The Alameda County Transportation Improvement Authority
Changes in Net Assets
June 30, 2010, 2009 and 2008

June 30,	J, 2010, 2009 and 2008					
		Gov	erm	ental Activ	ities	3
		2010		2009		2008
Revenues						
Program revenues:						
Operating grants and contributions	\$	7,150,185	\$	4,307,866	\$	3,691,335
Capital grants and contributions		2,261,455		6,132,120		6,369,021
General revenues:						
Sales taxes		95,642,284	1	.02,531,773	1	17,325,523
Total revenues		105,053,924	1	12,971,759	1	27,385,879
Expenses						
Administration		6,345,537		6,451,951		5,358,500
Highways and Streets		28,109,281		33,903,914		31,512,788
Public Transit		63,176,467		40,400,152		40,548,900
Local Transportation		26,101,744		27,166,706		33,893,417
Total expenses		123,733,029	1	.07,922,723	1	11,313,605
Change in net assets		(18,679,105)		5,049,036		16,072,274
Net assets, beginning of year		132,155,115	1	27,106,079	1	11,033,805
Net assets, end of year	\$	113,476,010	\$ 1	32,155,115	\$ 1	27,106,079

Figure A-3
The Alameda County Transportation Improvement Authority
Sources of Revenue for Fiscal Year 2009-10

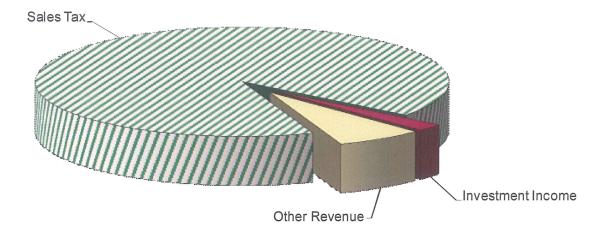
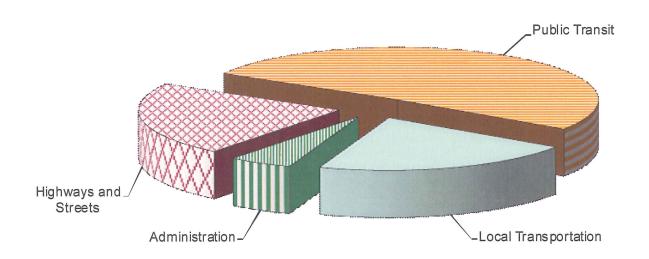


Figure A-4
The Alameda County Transportation Improvement Authority
Functional Expenses for Fiscal Year 2009-10



**Net Assets:** The total assets for the current year at June 30, 2010 were \$139.0 million, of which \$15.1 million was from sales tax receivables, \$ 114.8 million was from cash and investments, \$7.0 million are receivables from other government agencies and \$2.1 million from various other assets. Liabilities totaled \$25.5 million, most of which was accounts payable. Of the total \$113.5 million in net assets, nearly all of it is restricted as to use and \$0 million is invested in capital assets (see table A-2).

The total assets for the current year at June 30, 2009 were \$150.7 million, of which \$14.7 million was from sales tax receivables, \$118.9 million was from cash and investments, \$15.1 million are receivables from other government agencies and \$2.0 million from various other assets. Liabilities totaled \$18.5 million, most of which was accounts payable. Of the total \$132.1 million in net assets, nearly all of it is restricted as to use and \$0 million is invested in capital assets (see table A-2).

The total assets at June 30, 2008 were \$155.4 million, of which \$18.6 million was from sales tax receivables, \$111.1 million was from cash and investments, \$25.1 million are receivables from other government agencies and \$0.5 million from various other assets. Liabilities totaled \$28.2 million, most of which was accounts payable. Of the total \$127.1 million in net assets, nearly all of it is restricted as to use and \$0.1 million is invested in capital assets (see table A-2).

Table A-2
The Alameda County Transportation Improvement Authority
Net Assets
June 30, 2010, 2009 and 2008

		Go	verr	ımental Activ	ities	
		2010		2009		2008
Cash and investments	\$	114,623,290	\$	118,906,164	\$	111,107,595
Receivables						
Sales tax receivables		15,131,509		14,742,712		18,588,200
Interest		68,513		123,833		266,456
Other governmental		1,302,444		106,472		116,298
Other		718,178		1,645,589		9,475
Due from fiduciary		22,767		12,218		22,587
Capital assets (net of accumulated						
depreciation)						
Furniture and equipment		35,656		47,176		31,494
Leasehold improvements		-		-		34,406
Advances to other governments		7,040,370		15,086,398		25,080,225
Other assets		50,268		20,298		98,662
Total assets	\$	138,992,995	\$	150,690,860	\$	155,355,398
Accounts payable	\$	25,373,950	\$	18,424,633	\$	28,159,090
Compensated absences		70,804		73,761		72,450
Net OPEB Obligation		55,204		37,351		17,779
Due to other governments		17,027		-		
Total liabilities		25,516,985		18,535,745		28,249,319
Net assets:						
invested in capital assets		35,656		47,176		65,900
Restricted for:		30,000		,		
		112 440 254		122 107 020		127 040 170
Transportation Projects/Programs		113,440,354 113,476,010		132,107,939		127,040,179
Tatal makes at-		113470000		132,155,115		127,106,079
Total net assets	-	115,470,010	-			,,

#### **Financial Analysis of ACTIA's Funds**

#### Governmental Funds

ACTIA uses fund accounting to ensure compliance with finance-related legal requirements. The governmental funds in this case include the general, capital projects, and special revenue funds.

ACTIA works with other project sponsors to deliver the Highway and Streets projects and the Public Transit and Paratransit programs. Local Transportation funds are, for the most part, distributed directly to local agencies to administer projects important to their governing Boards. ACTIA's activities also include administration, which consists of financing public improvements, investing remaining fund balances, project management, and other administrative functions.

As of June 30, 2010, ACTIA had \$139.0 million in assets in the governmental funds: \$15.0 million in the general fund, \$102.2 million in the capital projects fund, and \$21.7 million in the special revenue fund. Of the total assets, \$114.6 million was in cash and investments. As of June 30, 2009, ACTIA had \$150.6 million in assets in the governmental funds: \$13.2 million in the general fund, \$112.7 million in the capital projects fund, and \$24.7 million in the special revenue fund. Of the total assets, \$118.9 million was in cash and investments. As of June 30, 2008, ACTIA had \$155.3 million in assets in the governmental funds: \$11.9 million in the general fund, \$113.7 million in the capital projects fund, and \$29.7 million in the special revenue fund. Of the total assets, \$111.1 million was in cash and investments

At the end of FYE 2010, ACTIA's liabilities were \$25.5 million, most of which were in accounts payable. At the end of FYE 2009, ACTIA's liabilities were \$18.5 million, most of which were in accounts payable. At the end of FYE 2008, ACTIA's liabilities were \$28.2 million, most of which were in accounts payable.

As of June 30, 2010, the total fund balance was \$113.6 million. As of June 30, 2009, the total fund balance was \$132.9 million. As of June 30, 2008, the total fund balance was \$127.1 million.

For FYE 2010, ACTIA had revenues of \$105.1 million, primarily from the sales tax and investment income. During the year, ACTIA expended \$123.7 million through the governmental funds, including \$6.3 million for administration, \$28.1 million for Highways and Streets, \$63.2 million for Public Transit and Paratransit operations, and \$26.1 million for Local Transportation programs.

For FYE 2009, ACTIA had revenues of \$113.0 million, primarily from the sales tax and investment income. During the year, ACTIA expended \$107.9 million through the governmental funds, including \$6.4 million for administration, \$33.9 million for Highways and Streets, \$40.4 million for Public Transit and Paratransit operations, and \$27.2 million for Local Transportation programs.

For FYE 2008, ACTIA had revenues of \$127.4 million, primarily from the sales tax and investment income. During the year, ACTIA expended \$111.2 million through the governmental funds, including \$5.3 million for administration, \$31.5 million for Highways and Streets, \$40.5 million for Public Transit and Paratransit operations, and \$33.9 million for Local Transportation programs.

#### CAPITAL ASSET AND DEBT ADMINISTRATION

#### **Capital Assets**

As of June 30, 2010, ACTIA had invested \$35,656 in capital assets, including furniture and equipment and leasehold improvements (see Table A-3). Please refer to the notes to the financial statements for more detail.

Table A-2-1
The Alameda County Transportation Improvement Authority
Capital Assets (net of depreciation)
June 30, 2010, 2009 and 2008

	2010	2009	2008
Furniture and equipment (net of accumulated depreciation)	\$ 13,217	\$ 18,754	\$ 31,494
Leasehold improvements			
(net of accumulated amortization)	22,439	28,422	34,406
Total	\$ 35,656	\$ 47,176	\$ 65,900

The major capital asset additions included leasehold improvements and new furniture and equipment to carry out its regular business operations.

#### **Long-Term Debt**

As of June 30, 2010, 2009 and 2007, ACTIA had no outstanding long-term debt.

#### COMPARISON OF BUDGETED TO ACTUAL

Prior to the start of each fiscal year, ACTIA adopts a budget for the fiscal year. This budget may be modified at quarterly intervals resulting in subsequent legally adopted budgets. These modifications are made primarily to adjust revenues that change due to the economic climate and adjust expenses to reflect the changes in revenues or capital project costs.

For the general fund, ACTIA started with an adopted budget of \$6.2 million from revenues, expenditures totaling \$5.8 million, and a surplus in the general fund balance of \$0.4 million. In the final adopted budget, these amounts were revised to \$5.7 million in revenues, \$4.8 million in expenditures, and a surplus in the general fund of \$0.9 million. The actual revenues from the sales tax and other income were \$5.9 million, and indirect administrative costs totaled \$4.3 million (including \$1.3 million of sales tax collection fees), resulting in a surplus of \$1.6 million. Most of the improvements were from the allocation of cost to benefitting capital projects and special revenue funds.

Likewise, for the Special Revenue Fund starting adopted budget anticipated revenues and expenditures of \$57.5 million and \$59.3 million, respectively. The final adopted budget had revenues and expenditures of \$51.8 million and \$55.4 million, respectively. Actual amounts were \$54.3 million in revenues and \$57.8 million in expenditures, with \$32.4 million for Public Transit, \$24.6 million for Local Transportation (Highways and Streets) and \$0.9 million for Administration. Special fund revenues include grants and pass-through funds, which match expenditures as nearly all receipts are passed on to Alameda County jurisdictions in accordance with the Measure B plan. The residual difference of \$3.5 million is the net decrease to the reserved fund balance under special revenue (Express Bus, Service Gap, Regional Bike and Pedestrians and Transit Oriented Development Reserves). Details of special revenue funds are provided under supplemental information.

\*\*Review draft\_10/19/2010\*\*

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#### REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of ACTIA's finances for all those with an interest in ACTIA's finances. Questions concerning information provided in this report or requests for additional financial information should be addressed to Arthur L. Dao or Anees Azad of the Alameda County Transportation Improvement Authority at 1333 Broadway, Suite 300, Oakland, California 94612.

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GOVERNMENTAL FUNDS - BALANCE SHEETS / STATEMENT OF NET ASSETS ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY JUNE 30, 2010

(WITH SUMMARIZED COMPARATIVE AMOUNTS FOR JUNE 30, 2009)

Statement of Net Assets

	General	Capital Projects	Special Revenue	2010 Total	Adjustments	2010 Total	2009 Total
Assets							
Cash and investments	\$14,110,501	\$87,443,490	\$13,069,299	\$114,623,290		\$114,623,290	\$118,906,164
Receivables							
Sales tax	680,918	5,794,693	8,655,898	15,131,509		15,131,509	14,742,712
Accrued interest		68,513		68,513		68,513	123,833
Other governments	115,162	1,180,793	6,489	1,302,444		1,302,444	106,472
Other	3,152	713,626	1,400	718,178		718,178	1,645,589
Advances to other governments	5,767	7,034,603		7,040,370		7,040,370	15,086,398
Due from employee benefits trust	22,767			22,767		22,767	12,218
Other assets	50,268			50,268		50,268	20,298
Capital assets, depreciable, net of							
accumulated depreciation				(1)	\$35,656	35,656	47,176
Total assets	\$14,988,535	\$102,235,718	\$21,733,086	\$138,957,339	\$35,656	\$138,992,995	\$150,690,860
Liabilities and Fund Balances							
Liabilities							
Accounts payable	\$365,997	\$14,884,840	\$10,123,113	\$25,373,950		25,373,950	\$18,424,633
Due to other governments			17,027	17,027		17,027	
Compensated absences				(2)		70,804	73,761
Net OPEB obligations - due in more than one year	E00 376	14 004 040	041.04	1.		55,204	37,351
Fund balances:	166,000	14,004,040	10,140,140	116,086,62	120,008	25,010,960	18,535,745
Reserved for:							
Administration	11,022,538			11,022,538	(11,022,538)		
Election costs	2,600,000			2,600,000	(2,600,000)		
County-wide transportation plan	1,000,000			1,000,000	(1,000,000)		
Transportation projects		87,350,878	11,592,946	98,943,824	(98,943,824)		
Total fund balances	14,622,538	87,350,878	11,592,946	113,566,362	(113,566,362)		
Total liabilities and fund balances	\$14,988,535	\$102,235,718	\$21,733,086	\$138,957,339			

# Net Assets:

Invested in capital assets

132,107,939 \$132,155,115

113,440,354 \$113,476,010

\$113,476,010 113,440,354

Restricted

Total net assets

Amounts reported for governmental activities in the statement of net assets are different because:

- (1) Capital assets used in governmental activities are not financial resources and, and therefore are not reported in the funds.
- (2) Compensated absences are considered long term and therefore are not recorded in the governmental funds.
- (3)- OPEB obligations are considered long term and therefore are not recorded in the governmental funds.

See accompanying notes to financial statements

# STATEMENT OF GOVERNMENTAL FUND REVENUES, EXPENDITURES, AND CHANGES ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY IN FUND BALANCE / STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2010

(WITH SUMMARIZED COMPARATIVE AMOUNTS FOR THE YEAR ENDED JUNE 30, 2009)

Statement of Activities

	General	Capital Projects	Special Revenue	Total	Adj	Adjustments	2010 Total	2009 Total
Investment income	\$5,439,121	\$36,171,469	\$54,031,694	\$95,642,284			\$95,642,284	\$102,531,773
	291,909	1,719,992	249,554	2,261,455			2,261,455	6,132,120
Federal, state and local funds		2,910,537		2,910,537			2,910,537	2,656,029
Other income	179,754	4,057,864	2,030	4,239,648			4,239,648	1,651,837
Total revenues	5,910,784	44,859,862	54,283,278	105,053,924			105,053,924	112,971,759
Expenditures\expenses: Current:								
Administration	4,272,483	1,196,590	850,048	6,319,121	(1)	\$26,416	6,345,537	6,451,951
Highways and streets		28,109,281		28,109,281			28,109,281	33,903,914
Public transit		30,819,672	32,356,795	63,176,467			63,176,467	40,400,152
Local transportation		1,525,336	24,576,408	26,101,744			26,101,744	27,166,706
Total expenditures\expenses	4,272,483	61,650,879	57,783,251	123,706,613		26,416	123,733,029	107,922,723
Excess of revenues over expenditures	1,638,301	(16,791,017)	(3,499,973)	(18,652,689)		(26,416)	(18,679,105)	5,049,036
Net change in fund balances \ net assets	1,638,301	(16,791,017)	(3,499,973)	(18,652,689)		(26,416)	(18,679,105)	5,049,036
Fund balances / net assets:								
Beginning of year	12,984,237	104,141,895	15,092,919	132,219,051		(63,936)	132,155,115	127,106,079
End of year	314,622,538	\$87,350,878	\$11,592,946	\$113,566,362		(\$90,352)	\$113,476,010	\$132,155,115

(1) Amounts reported for governmental activities in the statement of activities are different because:

the cost of those assets is allocated over their useful lives and reported as depreciation expense. This is the amount by which capital outlays were exceeded by depreciation in the period.	11,520
Changes in compensated absences	(2,957)
Changes in post-employment benefits other than pensions	17,853

See accompanying notes to financial statements

\$26,416

# ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY FIDUCIARY FUNDS STATEMENT OF NET ASSETS JUNE 30, 2010

	Retiree Benefits Trust Fund
ASSETS	
Deposits and investments	\$932,128
Total Assets	932,128
LIABILITIES	
Due to ACTIA General Fund	22,767
Total Liabilities	22,767
NET ASSETS	
Held in trust for OPEB benefits	909,361
Total Net Assets	\$909,361

See accompanying notes to financial statements

# ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY FIDUCIARY FUNDS STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS FOR THE YEAR ENDED JUNE 30, 2010

	Retiree Benefits Trust Fund
ADDITIONS:	Trust runu
Investment earnings	\$8,789
Total Additions	8,789
DEDUCTIONS:  Benefits  Total Deductions	10,549
Change in Net Assets	(1,760)
Net Assets - Beginning	911,121
Net Assets - Ending	\$909,361

See accompanying notes to financial statements

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# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

#### (1) Summary of Significant Accounting Policies

#### (a) Reporting Entity

The Alameda County Transportation Improvement Authority (ACTIA) was created by the Alameda County Board of Supervisors in 1998, to place a ballot measure to authorize the imposition of a one half of one percent sales and use tax (the sales tax) in Alameda County before Alameda County voters in June 1998. This measure did not receive two-thirds voter support. A subsequent ballot measure was placed on the November 2000 ballot, and was approved by over two-thirds of the voters. The proceeds from the sales tax are principally reserved for highway infrastructure, mass transit, local transportation, and administrative costs. The sales tax commenced April 1, 2002 and will expire on March 31, 2022.

The basic financial statements of ACTIA include all of its financial activities. ACTIA is the sole independent agency responsible for receiving and allocating funds necessary to complete the programs and was governed by an eleven-member board of elected officials from the County and local cities. Also please read Note (10) for additional information.

#### (b) Government-Wide and Fund Financial Statements

The fund financial statements (i.e., balance sheet and statement of governmental fund revenues, expenditures, and changes in fund balance) and government-wide financial statements (i.e., statement of net assets and the statement of activities) have been combined, as prescribed in Governmental Accounting Standards Board (GASB) statement number 34, as it applies to special purpose entities. The Authority meets the definition of a special purpose entity. These statements report information on all of the non-fiduciary activities of ACTIA.

#### (c) Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the *economics resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Sales tax revenues are recorded when the tax is due to the State Board of Equalization. Grants and similar items recognized as revenue as soon as all eligibility requirements have been met.

Governmental fund financial statements are reported using the current *financial resources measurement* focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectable within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, ACTIA considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

#### (1) Summary of Significant Accounting Policies (Continued)

Sales taxes, local matching revenue, and investment income (including the change in the fair value of investments) associated with the current year fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period using the modified accrual basis of accounting as described above.

Fiduciary funds are accounted for using the flow of economic resources measurement focus and the accrual basis of accounting. Fiduciary funds are excluded from the government-wide financial statements because they do not represent resources of the Authority.

ACTIA reports the following major governmental funds:

The general fund is ACTIA's primary operating fund. It accounts for all financial resources of ACTIA, except those required to be accounted for in another fund. A total of 4.5% net revenues has been allocated for administration of this Measure B sales tax program. Administration costs include salaries, benefits, professional fees, rent expense, office supplies and equipment, utilities and other cost that cannot be specifically identified with another fund. The salaries and benefits of ACTIA's staff are limited by Measure B to 1% of sales tax revenue. Revenues in excess of administrative expenditures in any one year are reserved for future administrative costs.

The *capital projects fund* accounts for resources accumulated and payments made for the acquisition or construction of major capital improvements in accordance with the Alameda County 20-Year Transportation Expenditure Plan. ACTIA does not retain ownership of these improvements. They are transferred to the sponsor or managing jurisdiction after completion.

The *special revenue fund* accounts for resources accumulated as required by Measure B for allocation to local cities and the County of local transportation improvements, including streets and roads, and to transit agencies for operations and maintenance.

The *fiduciary fund* reporting focuses on net assets and changes in net assets. Trust funds are used to account for the assets held by the Authority under a trust agreement for individuals, private organizations, or other governments and are therefore, not available to support the Authority's own programs. The Authority's fiduciary fund is a trust fund which accounts for the Retiree Medical Benefits and allocated sources to provide medical benefits for retirees.

The effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the Authority's policy to use restricted resources first, then unrestricted resources as they are needed.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

#### (1) Summary of Significant Accounting Policies (Continued)

#### (d) Budgetary Data

Following a public meeting, ACTIA adopts an annual budget for all governmental fund types to be effective July 1 for the ensuing fiscal year. From the effective date of the budget, which is adopted and controlled at the program level, the amounts stated therein as proposed expenditures become appropriations to the various programs. Once a quarter, ACTIA approves all transfers between expenditure objects and overall budget modifications during the year. For the capital projects fund, ACTIA annually approves individual project budgets (strategic plan), detailed by component functions. The Executive Director or designee approves reimbursements to the project sponsors, and reimbursements are not to exceed contract and strategic plan limits. Annual budgets are adopted on a basis consistent with generally accepted accounting principles.

#### (e) Deposits and Investments

ACTIA's cash and investments are maintained in custodial investment accounts managed by independent investment advisors, and California State Treasurers. ACTIA generally holds investments till maturity. All cash and investments of ACTIA are restricted as to the investment options as specified in the State government code and investment policy.

#### (f) Capital Assets

Capital assets, which include leasehold improvements and office furniture and equipment, are reported in the government-wide financial statements. Capital assets are defined by ACTIA as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at the estimated fair market value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Capital assets of ACTIA are depreciated using the straight-line method over the following estimated useful lives:

Asset	Years
Office furniture and equipment	5
Computer equipment	3
Leasehold improvements	5

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

#### (2) Summary of Significant Accounting Policies (Continued)

#### (g) Compensated Absences

It is ACTIA's, policy to permit employees to accumulate earned but unused vacation and sick pay benefits. Unused vacation and sick leave may be accumulated up to a specific maximum. ACTIA is not obligated to pay for unused sick leave if an employee terminates employment prior to retirement or prior to when ACTIA ceases operations.

Compensated absences activity was as follows for the year ended June 30, 2010:

Beginning Balance	\$73,761
Additions	63,185
Payments	(66,142)
Ending Balance	\$70,804

#### (h) Fund Equity

In the fund financial statements, governmental funds report reservations of balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose.

#### (i) Interfund Transfers

Interfund transfers are generally recorded as transfers in (out) except for reimbursements for services performed, which are recorded as a reduction of expenditures in the performing fund and an expenditure of the receiving fund.

#### (j) Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

#### (2) Deposits and Investments

Summary of Deposits and Investments

Deposits and investments as of June 30, 2010, are classified in the accompanying financial statements as follows:

Governmental Activities	\$114,623,290
Fiduciary Funds	932,128
Total Deposits	\$115,555,418

#### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

#### (2) Deposits and Investments (Continued)

Deposits and investments as of June 30, 2010, consist of the following:

Cash on hand and in banks	\$4,091,191
Investments	111,464,227
Total Deposits and Investments	\$115,555,418

#### **Policies and Practices**

ACTIA is authorized under California Government Code or the Entity's investment policy, if different, to make direct investments in local agency bonds, notes, or warrants within the State; U.S. Treasury instruments; registered State warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; and collateralized mortgage obligations.

#### **General Authorizations**

Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are indicated in the schedules below:

Maximum	Maximum	Maximum	Minimum
Remaining	Percentage	Investment	Credit
Maturity	of Portfolio	In One Issuer	Quality
5 years	10%	5%	Aa
5 years	10%	5%	Aa
5 years	None	None	None
5 years	None	35%	Aaa
180 days	40%	5%	Al
270 days	25%	5%	A1
3 years	30%	5%	Aa
90 days	20%	None	None
5 years	30%	5%	Aa
N/A	20%	5%	Aaa
N/A	None	None	None
N/A	None	None	None
	Remaining Maturity 5 years 5 years 5 years 5 years 180 days 270 days 3 years 90 days 5 years N/A N/A	Remaining Maturity  5 years  5 years  10%  5 years  None  5 years  None  180 days  270 days  3 years  90 days  5 years  N/A  N/A  None	Remaining Maturity         Percentage of Portfolio         In One Issuer           5 years         10%         5%           5 years         10%         5%           5 years         None         None           5 years         None         35%           180 days         40%         5%           270 days         25%         5%           3 years         30%         5%           90 days         20%         None           5 years         30%         5%           N/A         20%         5%           N/A         None         None

Policy also dictates that a maximum of 5% of total portfolio can be deposited with the California Asset Management Program.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

#### (2) Deposits and Investments (Continued)

#### **Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. ACTIA manages its exposure to interest rate risk by purchasing a combination of shorter term and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

Information about the sensitivity of the fair values of ACTIA's investments to market interest rate fluctuation is provided by the following schedule that shows the distribution of ACTIA's investment by maturity.

12 Months	13 to 24	
or less	Months	Total
\$45,917,314	\$5,219,512	\$51,136,826
1,469,046	3,133,599	4,602,645
911,828	3,701,115	4,612,943
932,128		932,128
180,635		180,635
49,999,050		49,999,050
\$99,410,001	12,054,226	111,464,227
4,091,191	-	4,091,191
\$103,501,192	\$12,054,226	\$115,555,418
	\$45,917,314 1,469,046 911,828 932,128 180,635 49,999,050 \$99,410,001 4,091,191	or less         Months           \$45,917,314         \$5,219,512           1,469,046         3,133,599           911,828         3,701,115           932,128         180,635           49,999,050         \$99,410,001         12,054,226           4,091,191         12,054,226

The Authority is a participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The Authority reports its investment in LAIF at the fair value amount provided by LAIF, which is the same as the value of the pool share. The balance is available for withdrawal on demand, and is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. Included in LAIF's investment portfolio are collateralized mortgage obligations, mortgage-backed securities, other asset-backed securities, loans to certain state funds, and floating rate securities issued by federal agencies, government-sponsored enterprises, United States Treasury Notes and Bills, and corporations. At June 30, 2010, these investments matured in an average of 203 days.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

### (2) Deposits and Investment (Continued)

### **Credit Risk**

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measure by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by the California Government Code, ACTIA's investment policy, or debt agreements, and the actual S & P rating as of the year-end for each investment type.

Investment Type	Aaa	Not Rated	Total
U.S. Agency Securities:			
Non-Callable	\$51,136,826		\$51,136,826
U.S. Treasury Bonds		\$4,602,645	4,602,645
Corporate Notes	4,612,943		4,612,943
Certificate of Deposits		932,128	932,128
Money Market Mutual Funds	180,635		180,635
California Local Agency Investment Fund		49,999,050	49,999,050
Totals Investments	\$55,930,404	55,533,823	111,464,227
Cash in Bank		4,091,191	4,091,191
Total Cash and Investments	\$55,930,404	\$59,625,014	\$115,555,418

### **Concentration of Credit Risk**

The investment policy of ACTIA contains limitations on the amount that can be invested in any one issuer beyond the amount stipulated by the California Government code. Investments in any one issuer (other than U.S Treasury securities, mutual funds and external investment pools) that represent five percent (5%) or more of the total investments are as follows:

Issuer	Investement Type	Amount
Federal Home Loan Bank	Federal Agency Securities	\$12,189,569
Federal Home Loan Mortgage Corp	Federal Agency Securities	18,911,717
Federal National Mortgage Assoc	Federal Agency Securities	11,126,253

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

### (2) Deposits and Investment (Continued)

### **Custodial Credit Risk - Deposits**

This is the risk that in the event of a bank failure, ACTIA's deposits may not be returned to it. ACTIA's policy, as well as the California Government Code, requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105% of the secured deposits. As of June 30, 2010, ACTIA's bank balance of \$5,786,349, with a reported balance of \$4,091,191, is collateralized with securities held by the pledging financial institution's trust department or agent, but not in the name of the ACTIA.

## Custodial Credit Risk Deposits – Retiree's Health Benefit Trust Fund Deposits with Financial Institutions

Custodial credit risk for deposits with financial institutions is the risk that in the event of a bank failure, the Retiree Health Benefit Trust Fund's deposits may not be returned to them. Although the Retiree Health Insurance Trust Fund does not have its own investment policy, there are securities available as pledged collateral for the retirement fund for the Retiree Health Insurance Trust Fund's Deposits of \$932,128 with a financial institution. Retiree Health Benefit Trust Fund is held as a timed deposit with a maturity date of July 2, 2010.

### **Custodial Credit Risk – Investments**

This is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, ACTIA will not be able to recover the value of its investments or collateral securities that are in possession of an outside party. It is ACTIA's policy that all securities held, be secured through third-party custody and safekeeping.

### **Local Agency Investment Fund**

ACTIA is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California government code Section 16429 under the oversight of the Treasurer of the State of California. The fair value of ACTIA's investment in the pool is reported in the accompanying financial statement at amounts based upon ACTIA's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which is recorded on the amortized cost basis.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

### (3) Advances to Other Governments

ACTIA advanced \$25 million of public transit program funds to Alameda-Contra Costa Transit Agency (AC Transit) in 2006. The advance had a variable interest rate, which is adjusted monthly, based on LAIF plus one percent. During the fiscal year ended on June 30, 2009, the loan agreement was amended where \$10 million of loan was paid down. The amended loan carries an interest rate of 6% and another 1% for administrative fees. The loan is due on or before December 31, 2010. The outstanding balance, including accrued interest, as of June 30, 2010, is \$7,040,370.

### (4) Capital Assets

### (a) Capital Assets – Governmental Activities

A summary of changes in capital assets recorded in governmental activities follows:

	June 30, 2009	Additions	June 30, 2010
Capital assets being depreciated:			
Furniture and equipment	\$85,732	\$4,384	\$90,116
Leasehold improvements	41,886		41,886
Total capital assets being depreciated	127,618	4,384	132,002
Less accumulated depreciation for:			
Furniture and equipment	(66,978)	(9,921)	(76,899)
Leasehold improvements	(13,464)	(5,983)	(19,447)
Total accumulated depreciation	(80,442)	(15,904)	(96,346)
Governmental activities capital assets, net	\$47,176	(11,520)	\$35,656

### (b) Depreciation Expense

Depreciation expense of \$15,904 was charged to the Administrative function of ACTIA during the year ended June 30, 2010.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

### (5) Commitments and Contingent Liabilities

### (a) Agreements with Engineering Firms

ACTIA has entered into contracts with various private engineering firms to provide scoping/planning, engineering, environmental, design, right-of-way engineering and acquisition, and construction management services. As of June 30, 2010, the total outstanding commitments (not paid or accrued) are \$11.2 million. The terms range from June 30, 2010 for up to four and half years (or acceptance of the phase of work, whichever is earlier).

### (b) Agreements with Project Sponsors

ACTIA has entered into contracts with various project sponsors to provide scoping/planning, engineering, environmental, design, right-of-way engineering and acquisition, construction management and equipment purchase services. As of June 30, 2010, the total outstanding commitments (not paid or accrued) are \$186.4 million. The terms range from June 30, 2010 for seven and one half years (or acceptance of the phase of work, whichever is earlier).

### (c) Operating Lease Commitments

The Authority has entered into an operating lease agreement with BOI-Broadway Trust for rental of facilities with commitments through November 2013. Future minimum rental payments are as follows:

Year Ending	Lease
June 30	Payments
2011	\$360,057
2012	371,325
2013	382,593
2014	161,370
Total	\$1,275,345

ACTIA will also pay additional rent related to its share of increased operating costs and increased taxes. One fourth of the rent is paid by the ACTA under the budget approved by the Boards (See Note 8).

ACTIA has entered into sublease agreements for rental of facilities to Bay Area Program Management Group and Nelson\Nygaard for monthly rent of \$4,082 and \$710 respectively effective from July 1, 2007. Under new sublease agreements with Acumen and Rochelle Wheeler entered during the fiscal year ending June 30, 2009, the Authority will receive a monthly rent of \$1,011 and \$368, respectively. These subleases are month-to-month tenancy terminable for any reason whatsoever on 30 days written notice given at any time by either party.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

### (5) Commitments and Contingent Liabilities (Continued)

### (d) Insurance, Claims and Litigation

ACTIA is exposed to various risks of loss related to torts: thereof, damage to, and destruction of assets; errors and omissions; and natural disasters. ACTIA is named as an additional insured party on the ACTIA's commercial insurance coverage for general liability, directors and officers liability, automobile liability, and property coverage. The amounts of settlements for the past three fiscal years have not exceeded insurance coverage.

Type of Claim	Coverage Limits	Deductible	
Property	\$200,000	\$1,000	
General Liability	2,000,000	1,000	
Automobile	1,000,000		
Excess Liability	4,000,000	10,000	
Commercial Crime	10,000,000	75,000	
Workers' Compensation	1,000,000		

### (7) Retirement Plan

Plan Description – ACTIA is part of the miscellaneous 2.5% at 55 risk pool, a cost-sharing multiple-employer defined benefit plan. All employees are eligible to participate in the Public Employees' Retirement Fund (the Fund) of the California Public Employees' Retirement System (CalPERS). The Fund is an agent multiple-employer defined benefit retirement plan that acts as a common investment and administrative agent for various local and state governmental agencies within the State of California. The Fund provides retirement, disability, and death benefits based on the employee's years of service, age and final compensation. Employees vest after five years of service and may receive retirement benefits at age 50. These benefits provisions and all other requirements are established by State statute. CalPERS issues a publicly available financial statement report. The CalPERS Comprehensive Annual Financial Report may be obtained by writing the State of California's Public Employees' Retirement System at P.O, Box 942709, Sacramento, California 94229-2709.

Funding Policy – The total combined payroll for ACTA and ACTIA for the fiscal year ended June 30, 2010 was \$1,035,500, which approximates covered payroll for employees participating in the Fund. ACTIA, due to a benefits resolution, has an obligation to contribute 7% for covered employees and employees will contribute 1%, which represent the members' portion. ACTIA is required to contribute at an actuarially determined rate. The average rate for the year ended June 30, 2010 was 10.101% of covered payroll.

### NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

### (6) Retirement Plan (Continued)

Annual Pension Cost – ACTIA's annual pension costs was equal to the required contribution, which was determined as part of an actuarial valuation performed as of June 30, 2008, using the entry age normal cost method. The significant actuarial assumptions used in the valuation were an assumed rate of return on investment assets of 7.75%, projected salary increases ranging from 3.25% to 14.45%, annual payroll growth of 3.25% and inflation of 3.0%. The actuarial value of assets was determined using techniques that smooth the effects of short-term market value fluctuations over a fifteen-year period.

Three Year Trend Information - The following table shows the ACTIA's required contributions and percentage contributed, for the current year and each of the preceding two years.

	Annual	Percentage	
	Pension Cost	of APC	Net Pension
Valuation Date	(APC)	Contributions	Obligation
06/30/08	\$171,690	100%	\$0
06/30/09	178,821	100%	0
06/30/10	176,843	100%	0

As required by new State law, effective July 1, 2005, the Authority's Miscellaneous Plan was terminated, and the employees in the plan were required by CALPERs to join a new State-wide pool. One of the conditions of entry to these pools was that the Authority true-up any unfunded liability in the former Plan, either by paying cash or by increasing its future contribution rates through a Side Fund offered by CALPERs.

Three-year historical trend information is presented below:

State-wide Pool Miscellaneous Plan:

							Omanaca
				Unfunded			(Overfunded)
		Entry Age Accrued	Actuarial Value of	(Overfunded)	Funded	Annual Covered	Liability as % of
	Valuation Date	Liability	Assets	Liability	Ratio	Payroll	Payroll
_	2006	\$912,988,585	\$787,758,909	\$125,229,676	86.3%	\$200,320,145	62.5%
	2007	1,315,454,361	1,149,247,298	166,207,063	87.4%	289,090,187	57.5%
	2008	1,537,909,933	1,337,707,835	200,202,098	87.0%	333,307,600	60.1%

Unfunded

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

### (7) Other Postemployment Benefits (OPEB)

### **Plan Description**

Employees hired prior to November 1, 2004 - Employees who retire from ACTIA and are eligible to immediately receive a pension from CalPERS are eligible to receive a portion of the cost of the monthly premium for health coverage through the CalPERS medical program. The benefit provided by ACTIA is for the retiree only. It continues until the retiree dies. ACTIA will contribute the lesser of the premium rate for the plan selected by the retiree and the Kaiser Employee only/Early Retiree premium rate. Retirees must contribute the entire cost of spousal and dependent child coverage.

Employees hired November 1, 2004 and later - Eligibility for postretirement health coverage through the Authority will be determined by a vesting schedule. An employee will vest 50% after five years of service with ACTIA. After five years of service with ACTIA, credit will be given for any prior years of PERS service that the employee may have earned with another employer. The employee will vest an additional 5% for each year of service thereafter, up to a maximum of 100%. The benefit provided by ACTIA is for the retiree only. It continues until the retiree dies. ACTIA will contribute the lesser of the premium rate for the plan selected by the retiree and the vested percentage of the weighted average Employee only premium rate based on the enrollment of all active employees.

Employees will be considered 100% vested after 15 years of service with ACTIA, regardless of the number of days after separation from employment.

Retirees must contribute the entire cost of spousal and dependent child coverage

The plan is authorized under the Board Resolution 04-0054. The ACTIA reports the financial activity of the Plan as a trust/ agency fund, and no separate financial report is prepared. Membership of the Plan consisted of the following at July 1, 2009, the date of the latest actuarial valuation:

Retirees receiving benefits	3
Active plan members	8
Total	11

Funding Policy - The contribution requirements of ACTIA and the plan members are established and may be amended by the Governing Board. The required contribution is based on the single party Kaiser premium available through the California PERS medical program. During the year ended June 30, 2010, ACTIA contributed \$0. The premiums were funded from the interest earnings of Retiree Benefit Trust.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

### (7) Other Postemployment Benefits (OPEB) (Continued)

Annual Post Retirement Benefit Costs and Net Post Retirement Benefit Obligations - ACTIA's annual other post retirement benefit (OPEB) obligation cost is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities over a period not to exceed thirty years. The following tables show the ARC of ACTIA, the components of ACTIA's annual OPEB costs for the year, the amount actually contributed to the Plan, and the changes in ACTIA's net post retirement benefit cost obligation to the Plan.

Normal Cost at Year End	\$35,793
Amortization of UAAL	(17,301)
Annual required contribution (ARC)	18,492
Interest on Prior Year Net OPEB Obligation	1,868
Adjustment to ARC	(2,507)
Annual OPEB Cost	17,853
Contributions made	0
Increase (Decrease) in Net OPEB Obligation	17,853
Net OPEB Obligation - Beginning of Year	37,351
Net OPEB Obligation - End of Year	\$55,204

The annual OPEB cost, the percentage of annual OPEB cost contributed to the Plan, and the net OPEB obligation for 2010 were as follows:

	Annual	Actual	Percentage of ARC	Net OPEB Obligation
Fiscal Year	OPEB Cost	Contribution	Contributed	(Asset)
6/30/08	\$17,119	\$0	0%	\$17,119
6/30/09	19,572	\$0	0%	37,351
6/30/10	17,853	\$0	0%	55,204

### **Funded Status and Funding Progress**

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the profitability of occurrence of events far into the future. Examples include assumptions about future employment, mortality and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimated are made about the future. The schedules of funding progress and employer's contributions are presented as required supplementary information following the notes to the financial statements. The schedule of funding progress presents information on the actuarial value of plan assets relative to the actuarial accrued liabilities for benefits. The schedule provides multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for the benefits.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

### (7) Other Postemployment Benefits (OPEB) (Continued)

### **Funded Status and Funding Progress (Continued)**

Actuarial Method and Assumptions - Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefits costs between the employer and the plan members to that point. The actuarial methods and assumptions used included techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long term perspective of the calculations.

The actuarial cost method used for determining the benefit obligations is the Projected Unit Credit Actuarial Cost Method. Under the PUC cost method the actuarial present value of projected benefits is allocated ratably over the service of individuals between entry age and the assumed exit age(s). In this valuation each individual's attribution period extends from hire date to estimated retirement date. The actuarial assumptions included a 5% discount rate and 5% investment rate of return. The retirement, mortality and termination rates used in this valuation were recently adopted for use in California PERS pension valuations. The actuarial valuation assumed that the annual health care cost trend rates will decrease gradually from the relatively high rate of annual increase in the past, depending on the age of the employee and the year being projected. See table below for medical trend rates assumptions. The health care cost long-term annual expected rate of increase is in the 5% to 6% range, leading to 5.5% long term rate.

Calendar Year	Estimated
Beginning January	Increase
2011	7.9%
2012	7.6%
2013	7.3%
2014	7.0%
2015	6.7%
2016	6.4%
2017	6.1%
2018	5.8%
2019 & thereafter	5.5%

The UAAL is being amortized as a level dollar method on a closed basis over 30 years. Any administrative fees other than those included in the monthly premium rates are not included in the actuarial valuation. The actuarial valuation also does not include any liability estimates for future hires.

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

### (7) Other Postemployment Benefits (OPEB) (Continued)

### **OPEB Schedule of Funding Progress**

The table below presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

	Actuarial		Unfunded		Annual	UAAL As a
	Accrued	Actuarial	AAL	Funded	Covered	Percentage of
Actuarial	Liability (AAL)	Value of Assets	(UAAL)	Status	Payroll	Covered Payroll
Valuation Date	(a)	(b)	(a) - (b)	(b)/(a)	(c)	[(a)-(b)]/( c )
6/30/2007	\$557,513	\$873,021	(\$315,508)	156.6%	\$989,408	-31.9%
6/30/2008	610,469	921,678	(311,209)	151.0%	1,037,158	-30.0%
6/30/2009	665,583	923,339	(257,756)	138.7%	1,036,286	-24.9%

### (8) Related Party Transactions

During the year ended June 30, 2010, ACTIA paid \$1,498,893 for the administrative costs on behalf of ACTA. As of June 30, 2010, \$1,285,414 is receivable from ACTA. This is included in the receivable from other governments total on the statement of net assets and balance sheet.

ACTA is charged various administrative costs such as staff costs, rent, insurance, supplies and other miscellaneous costs on a prorated basis. These costs are approved through the budget process and reimbursed from cash reserves.

### (9) Stewardship, compliance and accountability

Excess of expenditures over appropriations- For the year ended on June 30, 2010, expenditures exceeded appropriations for \$2,386,121 in Special Revenue Fund. The excess of actual over budgeted expenditures are due to the timing differences on Board Approved grant expenditures.

# (10) Creation of Alameda County Transportation Commission (Alameda CTC) and Termination of ACTA on July 1, 2010

On March 25, 2010, ACTIA, the Alameda County Congestion Management Agency (ACCMA), the County of Alameda, the fourteen cities within Alameda County, the Bay Area Rapid Transit District and the Alameda-Contra Costa Transit District entered into a Joint Powers Agreement (JPA). On June 24, 2010, the Boards of ACTIA and ACCMA gave the final approval which created a joint powers agency, pursuant to the California Joint Exercise of Powers Act, known as the Alameda County Transportation Commission (Alameda CTC).

The Alameda CTC is the successor agency of ACCMA, ACTIA and ACTA, and has all the functions and responsibilities of such agencies along with certain additional powers as described in the JPA.

On June 24, 2010, the ACTA Board adopted the resolution to transfer all of ACTA's assets, responsibilities, functions and liabilities to ACTIA, effective on July 1, 2010. The ACTA Board also adopted the resolution that ACTA be dissolved, terminated and extinguished effective July 1, 2010, following the transfer.

Effective on July 1, 2010, ACTA transferred to ACTIA net assets in the amount of \$189, 243,754.

 $\pmb{REQUIRED\ SUPPLEMENTARY\ INFORMATION}$ 

# ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY SCHEDULE OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCES - BUDGET AND ACTUAL - GENERAL FUND FOR THE YEAR ENDED JUNE 30, 2010

	Budgete	ed Amounts		
	Original	Final	Actual Amounts	Variance with Final Budget- Positive (Negative)
Revenues:				
Sales tax	\$5,750,000	\$5,238,710	\$5,439,121	\$200,411
Investment income	223,350	233,339	291,909	58,570
Other	186,274	196,248	179,754	(16,494)
Total revenues	6,159,624	5,668,297	5,910,784	242,487
Expenditures:				
Current:				
Administration	5,773,604	4,766,894	4,272,483	494,411
Total expenditures	5,773,604	4,766,894	4,272,483	494,411
Excess of revenues over expenditures	386,020	901,403	1,638,301	736,898
Net change in fund balances	\$386,020	\$901,403	1,638,301	\$736,898
Beginning Fund balance			12,984,237	
Ending Fund balance			\$14,622,538	

# ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY SCHEDULE OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCES - BUDGET AND ACTUAL - SPECIAL REVENUE FUND FOR THE YEAR ENDED JUNE 30, 2010

	Budgeted A	mounts		
	Original	Final	Actual amounts	Variance with Final Budget- Positive (Negative)
Revenues:				
Sales tax	\$57,204,500	\$51,484,054	\$54,031,694	\$2,547,640
Investment income	301,523	291,049	249,554	(41,495)
Other		2,230	2,030	(200)
Total revenues	57,506,023	51,777,333	54,283,278	2,505,945
Expenditures:				
Current:				
Administration	1,208,000	1,251,970	850,048	401,922
Public transit	32,543,209	30,720,885	32,356,795	(1,635,910)
Local Transportation	25,569,664	23,424,275	24,576,408	(1,152,133)
Total expenditures	59,320,873	55,397,130	57,783,251	(2,386,121)
Net change in fund balances	(\$1,814,850)	(\$3,619,797)	(3,499,973)	\$119,824
Beginning Fund balance			15,092,919	
Ending Fund balance			\$11,592,946	

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OTHER SUPPLEMENTARY INFORMATION

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY SCHEDULE OF SPECIAL REVENUE FUND PROJECTS AND PROGRAMS COMBINING BALANCE SHEET FOR THE YEAR ENDED JUNE 30, 2010 (WITH SUMMARIZED COMPARATIVE AMOUNTS FOR JUNE 30, 2009)

			Regional	Transit-			
			Bike and	Oriented	Program	Total	al
Assets	Express Bus	Service Gap	Pedestrian	Development	Distributions	2010	2009
Cash and investments	\$2,713,153	\$3,736,785	\$5,250,279	\$1,368,873	\$209	\$13,069,299	\$16,283,275
Receivables							
Sales tax	101,552	206,643	180,632	27,456	8,139,615	8,655,898	8,433,489
Other receivables		1,400				1,400	
Due from other governments			6,489			6,489	
Total assets	2,814,705	3,944,828	5,437,400	1,396,329	8,139,824	21,733,086	24,716,764
Liabilities and Fund Balances							
Liabilities:							
Accounts payable	\$109,127	\$1,302,072	\$451,974	\$120,338	\$8,139,602	\$10,123,113	\$9,623,845
Due to other governments	1,881	13,942		1,204		17,027	
Total liabilities	111,008	1,316,014	451,974	121,542	8,139,602	10,140,140	9,623,845
Find helencer							
Reserved for:							
Transportation projects	2,703,697	2,628,814	4,985,426	1,274,787	222	11,592,946	15,092,919
Total fund balances	2,703,697	2,628,814	4,985,426	1,274,787	222	11,592,946	15,092,919
Total liabilities and fund balances	\$2,814,705	\$3,944,828	\$5,437,400	\$1,396,329	\$8,139,824	\$21,733,086	\$24,716,764
<b>~</b>							

# ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BY SPECIAL REVENUE FUND PROJECTS AND PROGRAMS FOR THE YEAR ENDED JUNE 30, 2010

			Regional Bike and	Transit- Oriented	Program	Total	=
F	Express Bus	Service Gap	Pedestrian	Development	Distributions	2010	2009
Kevenues: Sales tax	\$633,907	\$1,289,906	\$1,127,539	\$171,386	\$50,808,956	\$54,031,694	\$57,958,263
Investment income	71,936	71,049	84,137	22,432		249,554	728,178
Other governments	2.00	13000761	2,030	010 001		2,030	95
l otal revenues	/05,843	1,360,955	1,213,706	193,818	50,808,956	54,283,278	58,686,497
Expenditures:							
Administration	13,885	358,490	366,981	110,692		850,048	492,849
Public transit	2,043,397	2,850,462		187,984	27,274,952	32,356,795	31,414,738
Local transportation			1,042,488		23,533,920	24,576,408	26,618,543
Total expenditures	2,057,282	3,208,952	1,409,469	298,676	50,808,872	57,783,251	58,526,130
Excess of revenues over							
expenditures	(1,351,439)	(1,847,997)	(195,763)	(104,858)	84	(3,499,973)	160,367
Net change in fund balances	(1.351.439)	(1.847.997)	(195:763)	(104 858)	84	(3 499 973)	160 367
					,	(6,7,7,7,7)	
Fund balances, beginning of year	4,055,136	4,476,811	5,181,189	1,379,645	138	15,092,919	14,932,552
Fund balances, end of year	\$2,703,697	\$2,628,814	\$4,985,426	\$1,274,787	\$222	\$11,592,946	\$15,092,919
rev							

### Alameda County Transportation Improvement Authority Schedule of Direct and Indirect Expenditures

		F	YE June	30	, 2011				
						Ur	nallowable		BUDGET
#	<b>Budget Categories</b>	Di	rect Costs	Inc	lirect costs		Costs		TOTAL
1	Salaries and Benefits	\$	712,136	\$	756,415			\$	1,468,552
2	Office Expenses		11,000		334,200	\$	22,100		367,300
3	Publications				145,000				145,000
4	Professional Services		3,668,904		1,285,802		280,000		5,234,706
5	Office Rental				242,747		77,253		320,000
6	Equipment Purchases				15,000				15,000
7	Insurance				70,000		10,000		80,000
8	Tax Collection Costs						1,225,000		1,225,000
9	Projects		85,695,267						85,695,267
10	Grants		10,641,911						10,641,911
11	Pass-Through	•	48,413,268						48,413,268
12	Total Expenses	1	49,142,486		2,849,164		1,614,353	1	53,606,004
13	Prior year Indirect cost Filing/C	arry	forward		None				
14	Depreciation								
15	Amount Recoverable		,		2,849,164				
16	Ratio of Indirect to Direct Costs	S			1.91%				
17	Ratio of Indirect to Direct-w/o F	ass	-Through		2.83%				

### SINGLE AUDIT REPORT FOR THE YEAR ENDED JUNE 30, 2010

### SINGLE AUDIT REPORT For The Year Ended June 30, 2010

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# SCHEDULE OF FINDINGS AND QUESTIONED COSTS For The Year Ended June 30, 2010

### SECTION I—SUMMARY OF AUDITOR'S RESULTS

<u>Financial Statements</u>				
Type of auditor's report	t issued:	Unqualifie	ed	_
Internal control over fit  • Material weak	nancial reporting: ness(es) identified?	Yes	X	_ No
•	iciency(ies) identified that are not be material weaknesses?	Yes	X	None Reported
Noncompliance materi	al to financial statements noted?	Yes	X	_ No
<u>Federal Awards</u>				
Type of auditor's report programs:	t issued on compliance for major	Unqualifie	ed	_
<ul> <li>Significant def</li> </ul>	ajor programs: ness(es) identified? iciency(ies) identified that are not be material weaknesses?	Yes	X X	No None Reported
•	closed that are required to be reported tion 510(a) of OMB Circular A-133?	Yes	X	_ No
Identification of major	programs:			
CFDA#(s)	Name of Federal	Program or Cluste	<u>r</u>	
20.200	Highway Research and Development Pr	ogram		
Dollar threshold used t	o distinguish between type A and type B	programs: <u>\$</u>	300,000	
Auditee qualified as lo	w-risk auditee?	X Yes		_ No

### SECTION II – FINANCIAL STATEMENT FINDINGS

Our audit did not disclose any significant deficiencies, or material weaknesses or instances of noncompliance material to the basic financial statements. We have also issued a separate Memorandum on Internal Control dated September 15, 2010 which is an integral part of our audits and should be read in conjunction with this report.

### SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

Our audit did not disclose any findings or questioned costs required to be reported in accordance with section 510(a) of OMB Circular A-133.

### SECTION IV - STATUS OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS -

### Financial Statement Prior Year Findings

There were no prior year Financial Statement Findings reported.

### Federal Award Prior Year Findings and Questioned Costs

There were no prior year Federal Award Findings and Questioned Costs reported.

### SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the Fiscal Year Ended June 30, 2010

Federal Grantor/ Pass-Through Grantor/Program or Cluster Title	Federal CFDA Number	Pass-Through Identifying Number	Federal Expenditures
U.S. Department of Transportation Pass-Through State of California Department of Transportation Highway Research and Development Program	20.200	STPL-6430(001)	\$822,543
Total Expenditures of Federal Award			\$822,543

See Accompanying Notes to Schedule of Expenditures of Federal Award

### NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS For The Year Ended June 30, 2010

### **NOTE 1-REPORTING ENTITY**

The Schedule of Expenditure of Federal Awards (the Schedule) includes expenditures of federal awards for the Alameda County Transportation Improvement Authority , California and its component units as disclosed in the notes to the Basic Financial Statements.

### NOTE 2-BASIS OF ACCOUNTING

Basis of accounting refers to *when* revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements, regardless of the measurement focus applied. All governmental funds and agency funds are accounted for using the modified accrual basis of accounting. Expenditures of Federal Awards reported on the Schedule are recognized when incurred.

### NOTE 3-DIRECT AND INDIRECT (PASS-THROUGH) FEDERAL AWARDS

Federal awards may be granted directly to the Authority by a federal granting agency or may be granted to other government agencies which pass-through federal awards to the Authority. The Schedule includes both of these types of Federal award programs when applicable.

# 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

The Governing Board of the of the Alameda County Transportation Improvement Authority, Oakland California

We have audited the financial statements of the Alameda County Transportation Improvement Authority as of and for the year ended June 30, 2010, and have issued our report thereon dated September 15, 2010. We conducted our audit in accordance with generally accepted auditing standards 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 opinions 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 control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of 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 and other matters that are required to be reported under *Government Auditing Standards*.

We have also issued a separate Memorandum on Internal Control dated September 15, 2010 which is an integral part of our audits and should be read in conjunction with this report.

This report is intended solely for the information and use of Governing Board, management, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

September 15, 2010

### REPORT ON COMPLIANCE WITH REQUIREMENTS THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

### Independent Auditor's Report

The Governing Board of the Alameda County Transportation Improvement Authority (Authority) Oakland, California

### **Compliance**

We have audited the Alameda County Transportation Improvement Authority's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended June 30, 2010. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of Authority's management. Our responsibility is to express an opinion on the Authority's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the Authority's compliance with those requirements.

In our opinion, the Authority complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2010.

### **Internal Control Over Compliance**

Management of the Authority is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the Authority's internal control over compliance with the requirements that could have a direct and material effect on a major federal program to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance 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 compliance that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be *material weaknesses*, as defined above.7

### **Schedule of Expenditures of Federal Awards**

We have audited the financial statements of the Authority as of and for the year ended June 30, 2010, and have issued our report thereon dated September 15, 2010. Our audit was performed for the purpose of forming our opinions on the financial statements that collectively comprise the Authority's basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

This report is intended solely for the information and use of management, Governing Board, federal awarding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

September 15, 2010

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To the Governing Board of the Alameda County Transportation Improvement Authority Oakland, California

We have audited the basic financial statements of the Alameda County Transportation Improvement Authority (Authority) as of and for the year ended June 30, 2010, and have issued our report thereon dated September 15, 2010. We have also audited the accompanying Alameda County Transportation Improvement Authority Limitations Worksheet (Limitations Worksheet) for the year ended June 30, 2010. The Worksheet is the responsibility of the Authority's management. Our responsibility is to express an opinion on this Limitations Worksheet based on our audit.

We conducted our audit of the Limitations Worksheet in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the Limitations Worksheet is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the Limitations Worksheet. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall Worksheet presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the Limitations Worksheet referred to above, presents fairly, in all material respects, the administrative cost and related percentages of the Authority for the year ended June 30, 2010, in conformity with the accounting principles generally accepted in the United States of America.

September 15, 2010

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY	
Limitations Worksheet  Basis for Salary and Benefits Limitation and the Administrative Cost Limitation	
Revenues Gross Sales Tax Less Collection Fees (BOE, Audit fees) Net SALES TAX PROCEEDS Investments and Other Income-Net of Related Costs Total Net Revenue-"FUNDS GENERATED"	\$ 95,642,28 (1,188,71 94,453,57 9,411,6 \$ 103,865,21
<u>Expenditures</u>	
Gross Salaries and Benefits	\$ 936,97
Administrative Salary & Benefits	936,9
Other Admin Costs (Consultants, Rent, Supplies, etc) under General Fund	1,952,7
Total Administration Costs	\$ 2,889,69
Compliance on Salary and Benefits Cost Limitation (Maximum Allowed is 1%) Ratio of Gross Sal. & Ben. to "Net SALES TAX PROCEEDS" (Expenditure Plan Requirement)	0.992
Ratio of Gross Sal. & Ben. to FUNDS GENERATED (PUC 180109 Requirement)	0.902
Compliance on Administration Cost Limitation (Maximum Allowed is 4.5%)  Ratio of Total Admin. Costs to "Net SALES TAX PROCEEDS" (Expenditure Plan Requirement)	3.059



ACTIA = 13

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### **MEMORANDUM**

**Date:** October 22, 2010

To: Citizens Watchdog Committee (CWC)

From: Tess Lengyel, Programs and Public Affairs Manager

Subject: Summary of CWC Annual Report to the Public – Publishing and Outreach

### **Summary**

Rather than print a large quantity of the hard-copy 8th Annual Report to the Public, staff placed online ads in media to redirect traffic back to <a href="www.actia2022.com">www.actia2022.com</a> for the full online report (the site directs people to the new Alameda CTC website), placed a print advertisement in 15 East Bay publications, and performed a number of outreach activities, including a one-page flier mailing.

### **Media Placement**

To reduce print costs and improve coverage, staff used the following media approach: Place online banner advertisements in media with a link back to the full online 8th Annual Report to the Public and place print advertisements that summarize the full report and include a URL to the full report. The URL is:

http://www.actia2022.com/files/managed/Document/1481/CWC Annual Report July2010.pdf.

Staff requested approval from CWC Annual Report Subcommittee members regarding the media placement plan and budget (see Attachment A). Alameda CTC placed online banner ads in the following publications:

- Asianweek.com
- InsideBayArea.com (a Bay Area Newsgroup publication)
- SanFrancisco.bizjournals.com (San Francisco Business Times)
- Sfgate.com banner only
- Eastbayexpress.com banner only

Alameda CTC also placed print advertisements with a URL to the full report in the following publications that have a combined total circulation of 956,468:

- Bay Area Newsgroup publications:
  - o Alameda Times Star
  - o Araus
  - o Oakland Tribune

- o The Daily Review
- o Tri-Valley Herald
- East Bay Express
- Hills newspapers:
  - o Berkeley Voice
  - o ElCerrito
  - Montclarion
  - Piedmonter
- Pleasanton Weekly
- Post Newsgroup:
  - Oakland Post (Berkeley Post, Richmond Post, San Francisco Post, South County Post)
- The Independent (Dublin, Livermore, Pleasanton, Sunol)
- Tri-City Voice (Fremont, Hayward, Newark, Sunol, Union City)

### **Print Publication**

Staff worked with Autumn Press to print the full annual report in a quantity of 1,500 versus 2,500 in 2009. Staff also worked with Siemons Mailing Service, Inc. to mail out 730 hardcopies of the report to Local Business Enterprise/Small Local Business Enterprise (LBE/SLBE) participants, 43 libraries in Alameda County, the four Alameda CTC community advisory committees, Community Advisory Working Group members, city managers, city finance managers/directors, grant sponsors, elected officials, and Commission members.

### **Targeted Outreach**

To further spread the word about the latest CWC annual report, staff expanded its outreach efforts as follows:

- Print 1,500 fliers with a URL to the full report and mail it to:
  - o Alameda CTC full Constant Contact database 983 e-mail addresses
  - O 18 Chambers of Commerce the City of Alameda, Albany, Berkeley, Castro Valley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Pleasanton, San Leandro, and Union City; 4 ethnic Chambers including the Hispanic Chamber of Alameda County, the Oakland African American Chamber of Commerce, the Chinatown Chamber of Commerce and the Vietnamese Chamber of Commerce
  - CWC Organizations Alameda Labor Council AFL-CIO, Sierra Club, League of Women Voters, East Bay Bicycle Coalition, and 15 CWC members
- E-mail the flier that includes a hyperlink to the full report to:
  - Alameda CTC Commissioners 41 Commission members including the alternates
  - Bicycle and Pedestrian Advisory Committee members 11 committee members
  - o Citizens Advisory Committee members 23 committee members

- Paratransit Advisory and Planning Committee members 22 committee members
- All jurisdictions city managers and city finance managers/directors 38 staff members for the jurisdictions
- Write and e-mail a press release with a link to the full report to:
  - All media in the County 85 media contacts, which included newspapers, blogs, ethnic media, radio, television, and cable
- Include an update in the September 17th issue of the e-newsletter with a link back to the report.
- Place What's New information on the ACTIA and Alameda CTC websites that links directly to the report.

### **Fiscal Impact**

The cost of design and placement of the online and print advertisements, along with the printing and mailing of the hard copy report totaled \$44,973.

Note: The budget for the CWC's 8th Annual Report to the Public was \$50,000. In 2009, the total costs were \$52,846 out of which the \$2,846 was paid for by ACTIA for additional printing for agency outreach. The actual 2010 costs came in \$7,873 less than the prior year, and were \$5,027 under budget.

### **Attachments:**

A. CWC Annual Report Publication Cost Summary

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# CWC Annual Report Publications Costs

2010 Final Costs		617 302 00	סייילודה מייילודה מי	\$1,512.00	00 000 14	76,830.00	00:000'8\$	\$1,569.12	\$1,279.00	
2010 Cost (Web)		\$10,000,00	,10,000.00		00 745 55	\$2,345.00			\$200.00	
2010 Cost (Print)		¢7 302 00	0.305,75	\$1,512.00	, , , , , , , , , , , , , , , , , , ,	54,545.00	\$3,000.00	\$1,569.12	\$1,079.00	
2009 Web Cost (Print)					00000	\$2,028.00				
2009 Cost (Print)	ortunities	\$21.370.46	0+.0.70,40%	\$3,386.88	, v	\$4,545.00	\$3,000.00	\$2,179.80	\$1,236.00	\$1,696.00
Newspaper Section	Full Page Camera Ready Print Version Opportunities	Main Nawe	CANAL III	Main News		Main news	Main News	Main News	Main News	
Media/Size	e Camera Read	<b>Print:</b> 10.5" x 14" (1/2 page)	Online: 300 x 250 jpeg Medium Rectangle	<b>Print:</b> 10.5" x 14"	<b>Print:</b> 10" x 13.5"	<b>Online:</b> 468 x 60 jpg Rectangle	<b>Print:</b> 10.5" x 14" (1/2 page)	<b>Print:</b> 11.33" x 14"	Print: 10" x 9 3/4" (full page) Online:	300 x 250 jpg
Page Views	Full Page	5, 000,000	in June		160,000	month			209,625 in June	
Newspaper Circulation/ Weekly Readership		440 330	000,011	232,629	7.000	000,47	75,000	33,000	15,000	
Newspaper		Oakland Tribune, Tri-Valley Herald, Argus, Alameda Times Star, The Daily	Online: insidebayarea.com	Montclarion, ElCerrito, Berkeley Voice, Piedmonter, Alameda Journal	San Francisco Business Times (Alameda County, Contra Costa County)	Online: sanfrancisco.bizjournals.com	Oakland Post/El Mundo (San Francisco Post, Berkeley Post, Richmond Post, South County Post and Marin)	The Independent - Livermore, Pleasanton, Dublin, and Sunol	Pleasanton Weekly	Berkeley Daily Planet (no longer in business)
Affiliation		Bay Area		Hills Newspapers	Combined Print	and Electronic	Post Newsgroup			

Page 71

# CWC Annual Report Publications Costs

\$735.00	\$2,025.00		\$2,500.00	\$403.20		\$2,940.00	\$3,848.84	\$879.19	\$44,973	\$7,873	Total Saved
	\$225.00		\$2,500.00	\$403.20					\$15,673	\$44,973	
\$735.00	\$1,800.00		\$0.00	\$0.00		\$2,940.00	\$3,848.84	\$879.19	\$29,300		•
			\$2,495.00	\$650.00					\$5,173	\$52,846	
\$1,050.00	\$2,600.00		\$0.00	\$0.00		\$2,000.00	\$3,531.22	\$1,078.00	\$47,673		
Main News	Main News										
Print: 9.75" x 14" hyperlink send ACTIA Logo Title			Hyperlink 130 x 60 (tile on home page); Square 300 x 250	<b>Online:</b> Jpeg 468 x 60 Rectangle		PDF	PDF	Hardcopy			
	32,000 daily		350,000 daily	100,000 daily							
25,500	245,000								1,151,468		
Tri-City Voice - Fremont, Newark, Union City, Hayward, and Sunol	East Bay Express (eastbayexpress.com)	Electronic Media	SFGate.com front page banner hyperlink to ACTIA website - final cost	www.asianweek.com - web banner only	Other Costs	Publications Design	Autumn Press Printing for 1,500 for the full report and 1,500 of the fiver in full color	Siemons Mailing 1,500 copies (Postage plus labor)			
									TOTALS:		



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# **End-of-Year Compliance Workshop**

Thursday, September 16, 2010, 10 a.m.
Alameda CTC Offices at 1333 Broadway, Suite 300
Conference Rooms A & B, Oakland, CA 94612

# **AGENDA**

- I. Welcome and Introductions Arthur L. Dao, Alameda CTC Executive Director
- II. Review of Programmatic, Financial, and Project Requirements
- III. Lessons Learned from Previous Years
- IV. Contractual Obligations
- V. Miscellaneous Topics
  - a) Expediting Project Payments
  - b) Exceptions on Compliance Audits (see checklist)
- VI. Questions and Answers

### **Attachments:**

- A: End-of-Year Program Compliance Reporting Requirements and Instructions Page 1
- B: Annual Report Compliance Checklist Page 3
- C: End-of-Year Program Compliance Report Page 5
- D: Table 1: Program Summary of Expenditures/Accomplishments Page 23

**Location Information:** Alameda CTC is located in Downtown Oakland at the intersection of 14<sup>th</sup> Street and Broadway. The office is just a few steps away from the City Center/12<sup>th</sup> Street BART station. Bicycle parking is available inside the building, and in electronic lockers at 14<sup>th</sup> and Broadway near Frank Ogawa Plaza (requires purchase of key card from bikelink.org). There is garage parking in the City Center Garage (enter on 14<sup>th</sup> Street between Broadway and Clay).

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# **End-of-Year Program Compliance Reporting**

# Reporting Period July 1, 2009 through June 30, 2010

**Note:** In July 2010, the Alameda County Transportation Improvement Authority (ACTIA) merged with the Alameda County Congestion Management Agency to become the Alameda County Transportation Commission (Alameda CTC). Agencies and jurisidictions that have pass-through fund and grant agreements with ACTIA must continue to submit end-of-year program compliance reports. See page ii for submittal instructions.

Required end-of-year compliance submittals:

- **Compliance Audit:** Submit email and hard copies by December 27, 2010.
- **Program Compliance Report:** Submit email and hardcopies by December 31, 2010.
- **Signage:** In the Program Compliance Report you submit, include a description of signage and the number of signs posted. Contact us for more information on the signage requirement.
- Website: On your website, provide a link to the Alameda CTC website
   (www.alamedactc.org), to inform the public about how your jurisdiction is using
   Measure B funds for transportation projects/programs.
- **Publications:** At a minimum, publish annually in your newsletter or ACTIA's e-newsletter (which will soon be the Alameda CTC e-newsletter) an article for each fund type you receive. Submit articles for e-newsletter publication to Carol Crossley (ccrossley@actia2022.com).

This document includes the PDF report form and instructions for submittal. Hard copy submissions must have original signatures and include all attachments. Email submissions must include the signatory names. Additional attachments beyond Table 1 are not required via email.

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End-of-Year Program Compliance Report	
Bicycle and Pedestrian Program Report Summary	
Local Streets and Roads (LSR) Program Report Summary	
Mass Transit Program Report Summary	
Paratransit Program Report Summary	
Optional Compliance Reporting Survey	

# **End-of-Year Program Compliance Requirements and Instructions**

# Reporting Period July 1, 2009 through June 30, 2010

Measure B fund recipients are required to submit to the Alameda County Transportation Commission (Alameda CTC), one electronic and one hard copy version of two reports for end-of-year compliance.

# End-of-Year Program Compliance Report Due December 31, 2010

The End-of-Year (EOY) Program Compliance Report includes a PDF and Table 1 Attachment for each program available for download at http://www.actia2022.com/app\_pages/view/37:

- 1. EOY Program Compliance Report (PDF)
- 2. Table 1 Attachment

**Electronic submission:** Complete the PDF form online. If you want to start work on the PDF and finish it later, save it to your hard drive. Also complete the Table 1 workbook. Submit one copy of both the PDF and Table 1 Attachment by email. Send it to <a href="mailto:grants@actia2022.com">grants@actia2022.com</a>. In the email, only include the PDF and Table 1, do not include additional attachments.

Hard-copy submission: Page 1 of the EOY Program Compliance Report must have City Manager and City Finance Manager, or the appropriate equivalent, original signatures. Include other attachments, such as photos, articles, newsletters, signage, etc., with the hard copy only. Clearly label additional attachments, by letter and description, as labeled on page 1. Ensure the attachments are easily readable when reproduced in black and white, and insert them at the back of the report. Postmark one hard copy of the EOY Program Compliance Report and the Table 1 workbook attachment with wet signatures and attachments by December 31, 2010.

# Compliance Audit Report Due December 27, 2010

**Electronic submission:** Submit one copy of the Compliance Audit Report electronically. Use your jurisdiction's standard audit report format. Submit the report by attaching the file to an email and send it to <a href="mailto:grants@actia2022.com">grants@actia2022.com</a>.

**Hard-copy submission:** Postmark one hard copy of the Compliance Audit Report, signed by an independent auditor, by December 27, 2010.

Mail hard-copy reports to:

Alameda CTC

Attn: End-of-Year Program Compliance

1333 Broadway, Suite 300

Oakland, CA 94612

E-mail reports to: grants@actia2022.com

The Alameda CTC must receive all electronic files by their respective due dates. If you submit a draft copy in error or encounter a problem submitting the report, notify the grants administrator by e-mail <a href="mailto:grants@actia2022.com">grants@actia2022.com</a> or phone (510) 267-6113.



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PH: (510) 893-3347

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# **Checklist - Annual Program Compliance Report**

Hard copy of Annual Program Compliance Report with original signatures and attachments postmarked by December 31, 2010?
Electronic copy of report and Table 1 received by December 31, 2010?
Report signed by City Manager and City Finance Manager or equivalent?
Appropriate reports submitted for each funding source (i.e. Mass Transit, Local Streets and Roads, Bicycle and Pedestrian Safety, or Paratransit)?
Appropriate Tables (Table 1 with separate tabs) completed for each funding source?
Appropriate Attachments submitted for each funding source in hard copy mailed version?
Are electronically submitted Annual Reports and Table 1 by December 31 <sup>st</sup> ?
Do the financial and public information match? Submit full independent auditor's report/CAFR and provide reference where the Measure B information is reflected.
Checklist – Compliance Audit
Complete report prior to submission date? (180 days after FYE): December 27, 2010
Proper/specific auditor's opinion on compliance with Measure B contract?
Tie-out of each category of Measure B revenues with ACTIA's website worksheet?
Tie-out of each beginning fund balance with prior year ending balances?
Explanation of transfers in or out of ACTIA funded accounts? Reference the transfers to program reports specifying action.
Allocation of appropriate interest revenues to ACTIA funded accounts?
Audit report is for generic public use—not just city council and ACTIA.
Does electronic submission follow appropriate naming convention?

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www.AlamedaCTC.org

# **End-of-Year Program Compliance Reporting**

Reporting Period July 1, 2009 through June 30, 2010

**Note:** In July 2010, the Alameda County Transportation Improvement Authority (ACTIA) merged with the Alameda County Congestion Management Agency to become the Alameda County Transportation Commission (Alameda CTC). Agencies and jurisidictions that have pass-through fund and grant agreements with ACTIA must continue to submit end-of-year program compliance reports. See page ii for submittal instructions.

Required end-of-year compliance submittals:

- Audit: Submit email and hard copies by December 27, 2010.
- Compliance Report: Submit email and hardcopies by December 31, 2010.
- **Signage:** In the compliance report you submit, include a description of signage and the number of signs posted. Contact us for more information on the signage requirement.
- **Website:** On your website, provide a link to the Alameda CTC website (www.alamedactc.org), to inform the public about how your jurisdiction is using Measure B funds for transportation projects/programs.
- **Publications:** At a minimum, publish annually in your newsletter or ACTIA's e-newsletter (which will soon be the Alameda CTC e-newsletter) an article for each fund type you receive. Submit articles for e-newsletter publication to Carol Crossley (ccrossley@actia2022.com).

This document includes the PDF report form and instructions for submittal. Hard copy submissions must have original signatures and include all attachments. Email submissions must include the signatory names. Additional attachments beyond Table 1 are not required via email.

### **Table of Contents**

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# **End-of-Year Program Compliance Requirements and Instructions**

# Reporting Period July 1, 2009 through June 30, 2010

Measure B fund recipients are required to submit to the Alameda County Transportation Commission (Alameda CTC), one electronic and one hard copy version of two reports for end-of-year compliance.

# **End-of-Year Program Compliance Report Due December 31, 2010**

The End-of-Year (EOY) Program Compliance Report includes a PDF and Table 1 Attachment for each program available for download at <a href="http://www.actia2022.com/app\_pages/view/37">http://www.actia2022.com/app\_pages/view/37</a>:

- 1. EOY Program Compliance Report (PDF)
- 2. Table 1 Attachment

**Electronic submission:** Complete the PDF form online. If you want to start work on the PDF and finish it later, save it to your hard drive. Also complete the Table 1 workbook. Submit one copy of both the PDF and Table 1 Attachment by email. Send it to <a href="mailto:grants@actia2022.com">grants@actia2022.com</a>. In the email, only include the PDF and Table 1, do not include additional attachments.

**Hard-copy submission:** Page 1 of the EOY Program Compliance Report must have City Manager and City Finance Manager, or the appropriate equivalent, original signatures. Include other attachments, such as photos, articles, newsletters, signage, etc., with the hard copy only. Clearly label additional attachments, by letter and description, as labeled on page 1. Ensure the attachments are easily readable when reproduced in black and white, and insert them at the back of the report. Postmark one hard copy of the EOY Program Compliance Report and the Table 1 workbook attachment with wet signatures and attachments by December 31, 2010.

# Compliance Audit Report Due December 27, 2010

**Electronic submission:** Submit one copy of the Compliance Audit Report electronically. Use your jurisdiction's standard audit report format. Submit the report by attaching the file to an email and send it to <a href="mailto:grants@actia2022.com">grants@actia2022.com</a>.

**Hard-copy submission:** Postmark one hard copy of the Compliance Audit Report, signed by an independent auditor, by December 27, 2010.

Mail hard-copy reports to: Alameda CTC

Attn: End-of-Year Program Compliance

1333 Broadway, Suite 300

Oakland, CA 94612

E-mail reports to: grants@actia2022.com

The Alameda CTC must receive all electronic files by their respective due dates. If you submit a draft copy in error or encounter a problem submitting the report, notify the grants administrator by e-mail <a href="mailto:grants@actia2022.com">grants@actia2022.com</a> or phone (510) 267-6113.

# **End-of-Year Program Compliance Report**

**Reports due December 31, 2010** 

Agency Name:
Date Submitted:
Provide signatures below from authorized representatives.  Authorized representatives of the reporting agency, for example the city manager and the city finance manager or appropriate equivalent, must sign below, affirming that the statements in the report package are true and complete to the best of their knowledge. The hard copy submittal must have the original signatures; on the electronic version, include the name and title of the signatories.
Signature:
Name and Title of Agency Manager:  Date:
Signature:
Name and Title of Agency Finance Manager:  Date:
Choose the type(s) of report you are submitting (check all that apply; you must submit the Table 1 Excel workbook attachment).
Annual Program Compliance Report – Bicycle and Pedestrian Safety Funds
Annual Program Compliance Report – Local Streets and Roads Funds
Annual Program Compliance Report – Mass Transit Funds
Annual Program Compliance Report – Paratransit Funds
Table 1: Program Summary of Expenditures/Accomplishments (Excel workbook) – <b>REQUIRED</b>
List any additional attachments in the hard copy report submittal (check all that apply).
Attachment A: Bicycle and Pedestrian Attachments
Attachment B: Local Streets and Roads Attachments
Attachment C: Mass Transit Attachments
Attachment D: Paratransit Attachments
Other Attachments (clearly label additional attachments as needed)

# **Bicycle and Pedestrian Program Report Summary**

1.	Did your agency reperiod of July 1, 20	eceive Measure B I 009 through June 3	•	rian Safety Funds	in the reporting
		this section and co			
	= : :	nplete this section	•		
		•	·		
	Bike/Ped Program	Agency Contact N	lame:		
	Phone Number:				
	Fax:				
	E-mail:				
2.	During fiscal year	2009–2010 (FY 09/	'10), what amount	of Measure B (Mi	3) Bicycle and
	-	Funds did your age	•	•	•
		low. These numbe	rs should be the sa	ime as those your	agency reports in
	its compliance aud	lit.			
	08/09 Unspent	09/10 MB	Interest/Other	MB Expended	Ending MB
	MB Balance	Revenues	Income	in 09/10	Balance
3.	and how do you p instance, if you are are you saving and	nding MB balance of lan to spend these e saving a percenta I what types of pro to use reserve Meas	dollars? Why did ge of funding for c jects or programs v	revenues exceed e ertain purposes, w will those dollars fu	xpenditures? For hat percentage
4.		the agency receive how did you use re	d in <b>FY 09/10?</b> For	instance, if your a	gency faced a
4.	Measure B funds t funding shortage,	the agency receive how did you use re	d in <b>FY 09/10?</b> For	instance, if your a	gency faced a
4.	Measure B funds t funding shortage,	the agency receive how did you use re	d in <b>FY 09/10?</b> For	instance, if your a	gency faced a
4.	Measure B funds t funding shortage,	the agency receive how did you use re	d in <b>FY 09/10?</b> For	instance, if your a	gency faced a

5.	Did your agency publish articles that highlight Bike/Ped projects and programs funded by Measure B in an agency or ACTIA newsletter?
	☐ Yes ☐ No
	If yes, include a copy of the newsletter(s) in Attachment A and list the publication(s) and date(s) below.
	Publication(s) and Date(s):
	Did your agency include a description of the Bike/Ped projects and programs funded by Measure B on its website?  Yes
	If yes, include a printout of the website in Attachment A and provide the URL below that contains updated and accurate project information.
	Website Address:
7.	Did your agency use signage that indicates use of Measure B funds for its Bike/Ped projects and programs?  Yes No If yes, include photos of the signage in Attachment A and describe the signage below.  Signage Description (max. 255 characters):
8.	What type of Bike/Ped projects and programs did Measure B fund?  To answer this question, complete the Table 1 Bike-Ped Safety tab in the Excel workbook.  Describe the projects and/or programs implemented with Measure B Bicycle and Pedestrian Safety Funds in FY 09/10. Include any photographs in Attachment A.  Alameda CTC uses the data from Table 1 to monitor compliance with the Master Program
	Fund Agreement requirement for bicycle/pedestrian safety funds: "Once approved by the City Council or Board of Supervisors, a list of high priority bike and pedestrian projects shall be submitted to Alameda CTC prior to construction." If your agency expended funds on any projects (indicated in Table 1) not approved by your governing board in advance, please explain how your agency prioritized the projects with public input. (max. 500 characters)

Time period(s):

9.	What future Bike/Ped projects and programs does your agency plan to use Measure B
	funds to implement? Provide a list of planned future projects and/or programs approved by
	your governing board that your agency plans to implement with Measure B Bicycle and Pedestrian Safety Funds.

As per the Master Program Fund Agreement, all projects and programs that use Measure B Bicycle and Pedestrian Safety Funds must receive governing board approval, and your agency must submit the project list to Alameda CTC prior to implementation. A complete response to the questions below will fulfill this requirement. You may also add projects and programs at other times during the year, via written communication with Alameda CTC.

9B. Describe the governing board approval for future planned projects and/or programs. List the date of approval of any resolutions. For document type, as applicable, describe the types of documents adopted by the resolution(s). Examples include a bicycle and/or pedestrian plan, capital improvement plan, prioritized project list, etc. For the time period as applicable, describe the time period(s) covered by the document(s) adopted by the resolution(s).
Resolution date(s):
Document(s) type(s):

# **Local Streets and Roads (LSR) Program Report Summary**

L.	Did your agency re of July 1, 2009 thre	eceive Measure B I ough June 30, 2010		Roads Funds in the	reporting period
	= ' '	this section and co	•		
	LSR Agency Conta		,		
	Phone Number:				
	Fax:				
	E-mail:				
2.		did your agency realow. These numbe	ceive and expend	(on an accrual basi	is)?
	08/09 Unspent MB Balance	09/10 MB Revenues	Interest/Other Income	MB Expended in 09/10	Ending MB Balance
3.	instance, if you are are you saving and	nding MB balance of lan to spend these e saving a percenta I what types of pro to use reserve Meas	dollars? Why did ge of funding for c jects or programs	revenues exceed e ertain purposes, w will those dollars fu	xpenditures? For hat percentage
3.	and how do you p instance, if you are are you saving and	lan to spend these e saving a percenta I what types of pro	dollars? Why did ge of funding for c jects or programs	revenues exceed e ertain purposes, w will those dollars fu	xpenditures? For hat percentage
3. 1.	and how do you p instance, if you are are you saving and how do you plan to  If applicable, why Measure B funds to	lan to spend these e saving a percental what types of proposes use reserve Measures were the reported the agency receive how did you use reserved.	dollars? Why did ge of funding for conjects or programs where B funds? (maximum B funds?) described in Fy 09/10? For dollars?	revenues exceed e ertain purposes, w will those dollars fur 500 characters)  Y 09/10 more than instance, if your a	xpenditures? For hat percentage und? In the future, the amount of gency faced a

5.	Did your agency publish articles that highlight LSR projects and programs funded by Measure B in an agency or ACTIA newsletter?
	Yes No
	If yes, include a copy of the newsletter(s) in Attachment B and list the publication(s) and date(s) below.
	Publication(s) and Date(s):
6.	Did your agency include a description of the LSR projects and programs funded by Measure B on its website?  Yes No
	If yes, include a printout of the website in Attachment B and provide the URL below that contains updated and accurate project information.
	Website Address:
7.	and Roads projects and programs?  Yes
	No If yes, include photos of the signage in Attachment B and describe the signage below.  Signage Description (max. 255 characters):
8.	What is the certified number of road-miles within the city's jurisdiction? This figure must be consistent with the number of miles reported to state and federal agencies:
9.	What is your jurisdiction's current population? This figure should reflect the population as of January 1, 2010:

10. What type of LSR projects and programs did Measure B fund?

To answer this question, complete the Table 1 Local Streets and Roads tab in the Excel workbook. Describe the projects and/or programs implemented with Measure B LSR Funds in FY 09/10. Include any photographs in Attachment B.

What future LSR projects and programs does your agency plan to use Measure B funds to implement?  Describe the planned projects and/or programs using Measure B LSR Funds and the projected schedule (max. 1,300 characters).

# **Mass Transit Program Report Summary**

	July 1, 2009 throu  Yes (Complete	gh June 30, 2010? this section and co						
	No (Do not complete this section and continue on.)							
	Mass Transit Ager	ncy Contact Name	:					
	Phone Number:							
	Fax:							
	E-mail:							
•	Funds did your ag	ency receive and	/10), what amoun expend (on an acci	<b>ual basis)?</b> Fill in t	the boxes below.			
	08/09 Unspent MB Balance	09/10 MB Revenues	Interest/Other Income	MB Expended in 09/10	Ending MB Balance			
				1				
	If your agency's ending MB balance was greater than zero, why do you have this reserve and how do you plan to spend these dollars? Why did revenues exceed expenditures? For instance, if you are saving a percentage of funding for certain purposes, what percentage are you saving and what types of projects or programs will those dollars fund? In the future, how do you plan to use reserve Measure B funds? (max. 500 characters)							
•	Measure B funds	the agency receive	d expenditures in I	r instance, if your				
	(max. 500 charact	•	eserve Measure B	tunds from a previ	ous fiscal year(s)?			

5.	Did your agency publish articles that highlight Mass Transit projects and programs funded by Measure B in an agency or ACTIA newsletter?
	☐ Yes ☐ No
	If yes, include a copy of the newsletter(s) in Attachment C and list the publication(s) and date(s) below.
	Publication(s) and Date(s):
6.	Did your agency include a description of the Mass Transit projects and programs funded by Measure B on its website?
	☐ Yes ☐ No
	If yes, include a printout of the website in Attachment C and provide the URL below that contains updated and accurate project information.
	Website Address:
7.	Did your agency use signage that indicates use of Measure B funds for its Mass Transit projects and programs?  Yes No If yes, include photos of the signage in Attachment C and describe the signage below.  Signage Description (max. 255 characters):
8.	What type of Mass Transit projects and programs did Measure B fund? To answer this question, complete the Table 1 Mass Transit tab in the Excel workbook. Describe the projects and/or programs implemented with Measure B Mass Transit Funds in FY 09/10. Include any photographs in Attachment C.
9.	What future Mass Transit projects and programs does your agency plan to use Measure B funds to implement?
	Describe the planned projects and/or programs using Measure B Mass Transit Funds and the projected schedule (max. 550 characters).

# **Paratransit Program Report Summary**

	gh June 30, 2010	?			
Ves (Complete	this section and a		)		
	nplete this section		•		
	inprece timo occino.		140 01117		
Paratransit Agen <u>c</u> y	y Contact Name:		_		
Phone Number:					
ax:					
E-mail:					
	<b>-</b>	- ( )			
During fiscal year	•	•			• •
	-			•	n the boxes below. compliance audit.
mese numbers sin	odid be the same	as those yo	our agent	ly reports in its	compliance addit.
08/09 Unspent	09/10 MB	Interest	/Other	MB Expended	Ending MB
MB Balance	Revenues	Income		in 09/10	Balance*
Minimum Service	Stabilization	on Funds			
			1		
	nding MB balance	e was great	er than z	ero, explain wl	ny you have this
If your agency's er	_	•		•	ny you have this do you plan to use
If your agency's er reserve and how y	ou plan to spend	d these doll	ars. In th	e future, how o	do you plan to use
If your agency's er reserve and how y undesignated rese	ou plan to spenderve Measure B fo	d these doll	ars. In th	e future, how o	do you plan to use
If your agency's er reserve and how y undesignated rese capital Measure B	you plan to spend erve Measure B for reserves.	d these doll unds? Fill in	ars. In th	<b>e future, how o</b> es below with a	do you plan to use ny operating or
If your agency's er reserve and how y undesignated rese capital Measure B Operating Reserv	you plan to spenderve Measure B for reserves.  Ye Capital Reserves	d these doll unds? Fill in serve	ars. In the boxe	e future, how ones below with a	do you plan to use ny operating or Undesignated Fund
If your agency's er reserve and how y undesignated rese capital Measure B	rou plan to spenderve Measure B for reserves.  Capital Reserves	d these doll unds? Fill in serve	ars. In the boxe	<b>e future, how o</b> es below with a	do you plan to use ny operating or
If your agency's erreserve and how youndesignated resecapital Measure B  Operating Reserve (eligible for up to three	rou plan to spenderve Measure B for reserves.  Capital Reserves	d these doll unds? Fill in serve	ars. In the boxe	e future, how ones below with a	ny operating or  Undesignated Fund *(End MB – (operations
If your agency's er reserve and how y undesignated rese capital Measure B Operating Reserv (eligible for up to thre	rou plan to spenderve Measure B for reserves.  Capital Reserves	d these doll unds? Fill in serve	ars. In the boxe	e future, how ones below with a	ny operating or  Undesignated Fund *(End MB – (operations
If your agency's erreserve and how youndesignated resecapital Measure B  Operating Reserve (eligible for up to three months of service fur	rou plan to spenderve Measure B for reserves.  re Capital Reserves (may be held three years)	d these doll unds? Fill in serve	Date of Reserve	e future, how ones below with a first capital e Initiation	do you plan to use ny operating or  Undesignated Fund *(End MB – (operations capital) = Undesignated
If your agency's er reserve and how y undesignated rese capital Measure B Operating Reserv (eligible for up to thre	rou plan to spenderve Measure B for reserves.  re Capital Reserves (may be held three years)	d these doll unds? Fill in serve	Date of Reserve	e future, how ones below with a first capital e Initiation	do you plan to use ny operating or  Undesignated Fund *(End MB – (operations capital) = Undesignated
If your agency's erreserve and how youndesignated resecapital Measure B  Operating Reserve (eligible for up to three months of service fur	rou plan to spenderve Measure B for reserves.  re Capital Reserves (may be held three years)	d these doll unds? Fill in serve	Date of Reserve	e future, how ones below with a first capital e Initiation	do you plan to use ny operating or  Undesignated Fund *(End MB – (operations capital) = Undesignated
If your agency's erreserve and how youndesignated resecapital Measure B  Operating Reserve (eligible for up to three months of service fur	rou plan to spenderve Measure B for reserves.  re Capital Reserves (may be held three years)	d these doll unds? Fill in serve	Date of Reserve	e future, how ones below with a first capital e Initiation	do you plan to use ny operating or  Undesignated Fund *(End MB – (operations capital) = Undesignated

(max. 500 characters)			vious fiscal year(s)?
•	• •	<b>/10 by category?</b> Fill in the ract or miscellaneous exp	
Labor, Fringe (for recipient staff)	Admin. Costs (for printing, postage, supplies, etc.)	Contracts (see 6A below)	Transportation (expenses recipients po
Taxi Reimbursement	Meal Delivery	EBP Ticket Purchase	Miscellaneous (see
Total Operating Expenses (sum of all eight categories)	) ]		<b>.!!</b>
List the contracted firm each. (max. 255 charact		han one, list the amount	your agency paid to
Describe any miscelland (max. 255 characters)	eous expenditures belo	ow; include the amounts	for each item.
-	eous expenditures belo	ow; include the amounts	for each item.
(max. 255 characters)		ow; include the amounts	

8.	What were	your Measure B ca	pital expenditu	res in FY 09	/10? Fill in the box be	low
----	-----------	-------------------	-----------------	--------------	-------------------------	-----

Total Capital	
Expenditures	

8A. Describe capital expenditures, such as purchase of vehicles or durable equipment, below.

(max. 255 characters)

**9.** What were your net revenues? The box below autopopulates based on previous entries.

Net Revenues	
\$0.00	

**10.** Does your agency have service quality data available about reservations and trips? If so, enter the data, which may be from consumer surveys or vendors, in the applicable boxes.

Cancelled Trip Reservations (percent)	Passenger No-shows (percent)	On-time Pickups (percent)	Late Pickups (percent)	Missed Trips, Provider No- shows* (percent)	Average Ride Time (minutes)

<sup>\*</sup>Includes very late pickups

11. Does your agency have service quality data available about ridership?

If so, enter the data in the applicable boxes below.

Number of Registered Riders	Number of Riders Added to Program in FY 09/10	Number of Riders on Wait List	Number of Accidents and Incidents*

<sup>\*</sup>Report incidents resulting in any of the following: a fatality other than a suicide, injuries requiring immediate medical attention away from the scene for two or more persons, property damage equal to or exceeding \$7,500, an evacuation due to life safety reasons, or a collision at a grade crossing.

11A.	If any aspect of your responses to questions 10 or 11 needs clarifying, please explain below. (max. 550 characters)				
12.	Did your agency publish articles that highlight Paratransit projects and programs funded by Measure B in an agency or ACTIA newsletter?				
	Yes No				
	If yes, include a copy of the newsletter(s) in Attachment D and list the publication(s) and date(s) below.				
	Publication(s) and Date(s):				
13.	Did your agency include a description of the Paratransit projects and programs funded by Measure B on its website?  Yes				
	□ No				
	If yes, include a printout of the website in Attachment D and provide on the next page the URL that contains updated and accurate project information.				
	Website Address:				
14.	Did your agency use signage that indicates use of Measure B funds for its Paratransit projects and programs?				
	Yes				
	□ No				
	If yes, include photos of the signage in Attachment D and describe the signage below.				
	Signage Description (max. 255 characters):				

15. What type of Paratransit projects and programs did Measure B fund?

To answer this question, complete the Table 1 **Paratransit** tab in the Excel workbook. Describe the projects and/or programs implemented with Measure B Paratransit Funds in FY 09/10. Include any photographs in Attachment D.

16.	What future Paratransit projects and programs does your agency plan to use Measure B funds to implement?  Describe the planned projects and/or programs using Measure B Paratransit Pass-through Program Funds and the projected schedule. Do not include grant-funded projects, unless your agency uses both pass-through and grant funds for the project (max. 1,300 characters).

# **Optional Compliance Reporting Survey**

The Alameda CTC is very interested in your opinion on the current compliance process. We are considering consolidating the PDF and Table 1, and would like to know what type of improvements you would like to see as we move to an online, form-based reporting process.

Submit the following survey with your compliance report and attachments to the Alameda CTC by **December 31, 2010.** Put a check in the box to the right of the question that best represents your opinion on the topic. Add any comments and suggestions in the box below each question.

•	How would you rate Alameda CTC's compliance report PDF form for collecting compliance reporting data?
	5. Outstanding
	4. Good
	3. Fair
	2. Needs Improvement
	1. Poor
	Comments/suggestions:
•	How would you rate the Table 1 attachment for collecting expenditures/accomplishments data?
	5. Outstanding
	4. Good
	3. Fair
	2. Needs Improvement
	1. Poor
	Comments/suggestions:
	How would you got the instructions within the DDF decompose and the Table 1
	How would you rate the instructions within the PDF document and the Table 1 attachment?
	5. Outstanding
	4. Good
	3. Fair
	2. Needs Improvement
	1. Poor
	Comments/suggestions:

4.	How would you rate the audit report requirements?
	5. Outstanding
	4. Good
	3. Fair
	2. Needs Improvement
	1. Poor
	Comments/suggestions:
5.	In your opinion, what works well about the compliance reporting process?
6.	In your opinion, what types of improvements to the compliance reporting process would you like to see (including any suggestions for online reporting)?

# ACTIA Programs Annual Compliance Report 2009-2010 Reporting Year Bicycle and Pedestrian Safety Table 1: Summary of Expenditures and Accomplishments

Approvals and Plans	Column Q	Is the Project in a Countywide Plan? If So, Which Plan? <i>Drop-down Menu</i>																										
Approval	Column P	Did Governing Board Approve the Project? <i>Drop-down</i>																										
	Column O	Was Over \$50K of This Project on an Individual Contract? (if yes, list contract																										00 04
	Column N	Total Project Cost in FY 09/10 (columns K+L+M = N)	Ç	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Expenditures	Column M	Other Non- Measure B Funds Expended on Project in FY 09/10																										0
	Column L	Other Measure B Funds Expended on Project in FY 09/10 (grants, local streets roads																										
	Column K	Measure B Bike/Ped Pass-through Expenditures in FY 09/10																										
Se	Column J	Description (other details about unit or quantity)																										
Deliverables	Column I	Units for Quantity <i>Drop-down</i> <i>Menu</i>																										
	Column H	Quantity Completed in FY 09/10 (total number of bike lane miles, sidewalk sq. ft., bike parking spaces, etc.)	•																									
Status	Column G	Project Status (at the end of FY 09/10) Drop-down Menu																										
	Column F	Project Benefits (describe how the project improvements benefit the implementation area)																										
	Column E	Project Description																										
Project Description	Column D	Project Name																										
Ь	Column C	Project Type <i>Drop-down Menu</i>																										
	Column B	Project Phase <i>Drop-down Menu</i>																										
	Column A	Project Category <i>Drop-down</i> <i>Menu</i>																										

Bicycle	Construction (includes PS&E)	Bike Parking	Planning in FY 09/10	Bike Parking Spaces	Yes	Bike Plan
Bike and Ped	Environmental	Bikeways (non-Class I)	Initiated in FY 09/10	Intersections	NO	Ped Plan
Pedestrian	Maintenance	Bridges and Tunnels	Continuing or Ongoing	Lane Miles		Both Plans
	Operations	Education and Promotion	Closed Out in FY 09/10	Linear Feet		Neither Plan
	Project Completion/Closeout	Master Plan		Number of People/Passengers		
	Scoping, Feasibility, Planning	Multiuse Paths (Class I)		Number of Unduplicated Trips		
	Other	Pedestrian Crossing Improvements		Square Feet		
		Safety Improvements		Vehicles Purchased		
		Sidewalks and Ramps		Other (describe in Column J)		
		Signage				
		Signals				
		Staffing				
		Traffic Calming				
		Other (describe in Column E)				

```
Construction (includes PS&E): Construction of a new capital project, including development of the preliminary engineering and construction documents: the plans, specifications, and estimates. Environmental Preparation of environmental documents, such as those related to the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA). Maintenance: Maintenance, repairs, renovation, or upgrade of existing facility or infrastructure. Operations: Operations such as for bike stations. Project Sompletions: Operations of the stations of the stations of the project acceptance, final invoicing, final reporting, and processes for closing out project. Scoping, Feasibility, Planning: Early capital project phases, such as project scoping, feasibility studies, and planning. Other: Use if none of the above apply, and define the project phase by selecting Project Type (Column C) and describe the phase under Project Description (Column E).
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              Comment: Project Type:

Bike Parking: Bike racks and lockers, bike shelters, attended bike parking facilities, and bike parking infrastructure.

Bike ways (non-Class I): Bike lanes (Class III), bike boulevards, sidepaths, bike routes (Class III), at grade bike crossings. Includes bikeway maintenance.

Bidges and Tunnels: Bicycle pedestrian crossings above or below grade.

Education and Promotion: Marketing, education, information, outreach, promotional campaigns, and programs.

Master Plan: Bicycle and/or pedestrian master plan development.

Multiuse Paths (Class I): Pathways (Class I) for bicyclists, pedestrians, and other non-motorized modes. Includes maintenance of multiuse paths.

Pedestrian Crossing improvements: At-grade pedestrian roct sorted by other project types on the list.

Safety improvements: Infrastructure improvements for bicyclists and pedestrians not covered by other project types on the list.

Signage: Warning, regulatory, wayfinding, or informational signage. Includes signage maintenance.

Signage: Warning, regulatory, wayfinding, or informational signage. Includes signage maintenance.

Signals: New traffic signals or crossing signals for pedestrians and/or bicyclits, signal upgrades, countdown signals, audible signals, and video detection.

Staffing: Salary and benefits for staff to support projects, programs, or services.

Traffic Calming: Infrastructure primarily aimed at slowing down motor vehicle traffic.

Traffic Calming: Infrastructure primarily aimed at slowing down motor vehicle traffic.

Traffic Calming: Infrastructure primarily aimed at slowing down motor vehicle traffic.
                                                                                                                                                               Bicycle: Primarily a bicycle project.
Bike and Ped: Project intended for both bicyclists and pedestrians.
Pedestrian: Primarily a pedestrian project.
Cell: A5
Comment: Project Category:
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           Comment: Project Phase:
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         Cell: B5
```

Choose project status on June 30, 2010: Planning in FY 09/10, Initiated in FY 09/10, Continuing or Ongoing, or Closed Out in FY 09/10.

Select from the drop-down menu and add any details about the unit or quantity in Column J.

Comment: Units for Quantity:

**Cell:** 15

Comment: Project Status:

**Comment:** Countywide Plan(s): Choose one of: Bike Plan, Ped Plan, Both Plans, or Neither Plan.

Answer Yes or No.

Cell: Q5

Comment: Governing Board:

**Cell:** P5

Note: Definitions for each drop-down menu appear as Comments (scroll over the column title or in the Review mode, choose "Show All Comments"). The document is set up to print Comments at the end.

	Column O	Was Over \$50K of This Project on an Individual Contract? (if yes, list contract																										\$0.00
	Column N C	Was Total Project of T Cost in on ar FV 09/10 (columns K+L+M (if = N) a	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
rres																												\$0.00
Expenditures	Column M	Other Non- Measure B Funds Expended on Project in FY 09/10																										
	Column L	Other Measure B Func Expended on Project in FY 09/10 (grants, bike/ped funds, etc.)																										\$0.00
	Column K	Measure B Local Measure B Funds Streets and Expended on Roads Project in Pass-through FY 09/10 Expenditures in (grants, FY 09/10 bike/ped																										\$0.00
es	Column J	Description (other details about unit or quantity)																										
Deliverables	Column I	Units for Quantity <i>Drop-down</i> <i>Menu</i>																										
	Column H	Quantity Completed in FY 09/10 (total number of street lane miles, intersections, signal improvements, etc.)																										0
Status	Column G	Project Status (at the end of FY 09/10) Drop-down Menu																										TOTALS:
	Column F	Project Benefits (describe how the project improvements benefit the implementation area)																										
	Column E	Project Description																										
Project Description	Column D	Project Name																										
	Column C	Project Type <i>Drop-down Menu</i>																										
	Column B	Project Phase <i>Drop-down Menu</i>																										
	Column A	Project Category <i>Drop-down</i> <i>Menu</i>																										

Construction (plus PS&E)	Bike Parking	Planning in FY 09/10	Bike Parking Spaces
Environmental	Bikeways and Multiuse Paths	Initiated in FY 09/10	Intersections
Maintenance	Bridges and Tunnels	Continuing or Ongoing	Lane Miles
Operations	Education and Promotion	Closed Out in FY 09/10	Linear Feet
Project Completion/Closeout	Equipment and New Vehicles		Number of People/Passengers
Scoping, Feasibility, Planning	Operations		<b>Number of Unduplicated Trips</b>
Other	Pedestrian Crossing Improvements		Square Feet
	Sidewalks and Ramps		Vehicles Purchased
	Signage		Other (describe in Column J)
	Signals		
	Staffing		
	Street Resurfacing and Maintenance		
	Traffic Calming		
	Wefare to Work		
	Other (describe in Column E)		

Bike/Ped Mass Transit Paratransit Streets and Roads Other

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Operations: Operations such as transit, which may include routine maintenance and procurement, or lease of vehicles/equipment; intelligent transportation systems; or corridor system management.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    Construction (includes PS&E): Construction of a new capital project, including development of the preliminary engineering and construction documents: the plans, specifications, and estimates
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            Pedestrian Crossing Improvements: At-grade pedestrian crossing improvements such as crosswalks, roadway/geometric changes or reconfiguration specifically benefiting pedestrians.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         Environmental: Preparation of environmental documents, such as those related to the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA).
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      multiuse pathways, at-grade bike crossings. Includes maintenance of bikeway facilities.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                roject Type (Column C) and describe the phase under Project Description (Column E).
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 Other: Use if none of the Project Types apply or for projects that consist of multiple types of improvements. Describe the type under Project Description (Column E).
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           Equipment and New Vehicles: Purchase or lease of vehicles. Equipment for service improvements, such as informaiton dissemination, fare collection, etc.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        Operations: Operations including traffic signal system controls/interconnection, corridor monitoring and management, and transit system operations.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         Sidewalks and Ramps: New sidewalks, sidewalk maintenance, curb ramps, stairs/ramps for pedestrian and Americans with Disabilities Act access.
                                                                                                                                                                                                                                                                                                                                                                                                                                  Other: Use if none of the above apply, and define category by selecting Project Type (Column C) and providing Project Description (Column E).
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   Choose project status on June 30, 2010: Planning in FY 09/10, Initiated in FY 09/10, Continuing or Ongoing, or Closed Out in FY 09/10.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    Welfare to Work: Transit services to enhance transportation opportunities for persons making the transition from welfare to work.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              Project Completion/Closeout: Inspection/project acceptance, final invoicing, final reporting, and processes for closing out project.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  Signals: New traffic signals or crossing signals, signal upgrades, countdown signals, audible signals, or signal timing improvements.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       Education and Promotion: Marketing, education, information, outreach, and promotional campaigns and programs.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          Scoping, Feasibility, Planning: Early capital project phases, such as project scoping, feasibility studies, and planning.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         , and bike parking infrastructure.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           Street Resurfacing and Maintenance: Repaving and resurfacing of on-street surfaces, including striping.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     Maintenance: Maintenance, repairs, renovation, or upgrade of existing facility or infrastructure.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     Select from the drop-down menu and add any details about the unit or quantity in Column J.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  Bridges and Tunnels: Crossings above or below grade for bicycles, pedestrians, and/or autos.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                Traffic Calming: Infrastructure primarily aimed at slowing down motor vehicle traffic.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         Bike Parking: Bike racks and lockers, bike shelters, attended bike parking facilities,
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       Other: Use if none of the above apply, and define the project phase by selecting P
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      Bikeways and Multiuse Paths: Bike lanes, bike boulevards, sidepaths, bike routes,
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               Staffing: Salary and benefits for staff to support projects, programs, or services.
                                                                                                                                                                                                         Paratransit: Paratransit services for seniors and or people with disabilities.
Bike/Ped: Bicycle and pedestrian project, program, plan, or staffing.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              Signage: Warning, regulatory, wayfinding, or informational signage.
                                                                                                                                                                                                                                                                                                                             Streets and Roads: Streets, roads, or highways project.
                                                                                                            Mass Transit: Bus, ferry, rail, or shuttle project.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                Comment: Units for Quantity:
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      Comment: Project Status:
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       Comment: Project Phase:
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Comments at the end.		:
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mments (scroll over the column title or in the Review mode, choose "Show All Comments"). The document is set up to print Comments at the end.	Project Description	
pear as Comments (scrc		
Note: Definitions for each drop-down menu appear as Com		
Note: Definitions for		

	Column Q	Was Over \$50K of This Project on an Individual Contract? (if yes, list contract amount)																										\$0.00
	Column P	Total Project Cost in FY 09/10 (columns M+N+O = P)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenditures	Column O	Other Non- Measure B Funds Expended on Project in FY 09/10																										\$0.00
	Column N	Other Measure B Funds Expended on Project in FY 09/10 (grants, etc.)																										\$0.00
	Column M	Measure B Mass Transit Pass-through Expenditures in FY 09/10																										\$0.00
	Column L	Description (type of trips or other details)																										
	Column K	Estimated Number of Trips Funded by Measure B FY 09/10*																										0
Deliverables	Column J	Description (other details about unit or quantity)																										
	Column I	Units for Quantity <i>Drop-down</i> Menu																										
	Column H	Quantity Completed in FY 09/10 (total number of trips, new vehicles, service hours, etc.)																										0
Status	Column G	Project Status (at the end of FY 09/10) Drop-down Menu																										TOTALS:
	Column F	Project Benefits (describe how the project improvements benefit the implementation area)																										
	Column E	Project Description																										
Project Description	Column D	Project Name																										
	Column C	Project Type <i>Drop-down Menu</i>																										
	Column B	Project Phase <i>Drop-down Menu</i>																										
	Column A	Project Category <i>Drop-down</i> <i>Menu</i>																										

\*Percentage of total dollars spent to Measure B funds is relative to percentage of trips provided.

(Total \$/Measure B \$) approx. = (Total trips provided/Measure B-funded trips provided).

Bike Parking Spaces	Intersections	Lane Miles	Linear Feet	Number of People/Passengers	Number of Unduplicated Trips	Square Feet
Planning in FY 09/10	Initiated in FY 09/10	Continuing or Ongoing	Closed Out in FY 09/10			
Education and Promotion	Equipment and New Vehicles	8	rafety Improvements		Welfare to Work	Other (describe in Column E)
Construction (plus PS&E) Education	nvironmental Equipmer	Maintenance Operations	Operations Safety Im	roject Completion/Closeout Staffing	Scoping, Feasibility, Planning Welfare t	Other Other (de
Bus	Ferry En	Paratransit Ma	Rail Op	Other Pro	Scc	Ot.

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, and fare collection (including ticket or scrip printing and sales) for the purpose of carrying passengers. Includes actual operations cost and contracts to perform operations. users, facilities, and infrastructure or property.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            Operations: Operations such as transit, which may include routine maintenance and procurement, or lease of vehicles/equipment; intelligent transportation systems; or corridor system management
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  Construction (includes PS&E): Construction of a new capital project, including development of the preliminary engineering and construction documents: the plans, specifications, and estimates. Environmental documents, such as those related to the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA).
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      Other: Use if none of the above apply, and define the project phase by selecting Project Type (Column C) and describe the phase under Project Description (Column E).
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             Other: Use if none of the Project Types apply or for projects that consist of multiple types of improvements. Describe type under Project Description (Column E).
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     Equipment and New Vehicles: Purchase or lease of vehicles. Equipment for service improvements, such as information dissemination, fare collection, etc.
                                                                                                                                                                                                                                                                                                                                                                                        Other: Use if none of the above apply, and define the category by selecting Project Type (Column C) and providing a Project Description (Column E).
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      Choose project status on June 30, 2010: Planning in FY 09/10, Initiated in FY 09/10, Continuing or Ongoing, or Closed Out in FY 09/10.
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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   Project Completion/Closeout: Inspection/project acceptance, final invoicing, final reporting, and processes for closing out project. Scoping, Feasibility, Planning: Early capital project phases, such as project scoping, Feasibility studies, and planning.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      campaigns and programs.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            Maintenance: Maintenance, repairs, renovation, or upgrade of existing facility or infrastructure.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       Select from the drop-down menu and add any details about the unit or quantity in Column J.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       Education and Promotion: Marketing, education, information, outreach, and promotional
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    Operations: Vehicle operation, scheduling, dispatching, vehicle maintenance, supervision,
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  Safety Improvements: Safety or security improvements for operators, passengers, service
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 Staffing: Salary and benefits for staff to support projects, programs, or services.
                                                                                                                                                                                                          Paratransit: Paratransit service for seniors and/or people with disabilities.
Bus: Bus and/or shuttle project.
                                                                                                     Ferry: Ferry project or service.
                                                                                                                                                                                                                                                                                                 Rail: Rail project/service.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         Comment: Units for Quantity:
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                Comment: Project Status:
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  Comment: Project Phase:
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 Comment: Project Type:
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C section 2	Column Q	Was Over \$50K of This Project on an Individual Contract?	(if yes, list	amount)																									
9	Column	Total Project cost in FY 09/10	(columns	`` }	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Hare Revenue	Column	Fares (paid for travel including cash fares, scrip/voucher purchases, fares	retained by	by third-party sponsors)																									
Expenditures and Fare Revenue	Column	sp	FY 09/10																										
	Column	Other Measure B Funds Expended on Project in	FY 09/10 (includes gap or	MSL grants, stabilization)																									
- 44	Column	Measure B Paratransit Pass-through	Expenditures in FY 09/10																										
V america V	Column K	Description (other details about trip	or program)																										
Deliverables	Column	Number of Trips Funded by	Measure B in FY 09/10*																										
De	Coldina	Trip Type Description (other details about trip	service)	Drop-down Menu																									
- Security	Column	Quantity Completed in FY 09/10 (total number of	one-way passenger trips,	tickets purchased, etc.)																									
Status	Column 6	Project Status (at the end of FY 09/10)	Drop-down	Menu																									
100	Column	Project Benefits (describe how the project improvements	benefit the implementation area)																										
100	Column	Project	Description																										
Project Description	Column D	Project Name																											
Pro	Column C	Project Type	Drop-down Menu																										
9 200	Column b	Project Phase	Drop-down Menu																										
4 2001	Column A	Project Category	Drop-down																										

\*Percentage of total dollars spent to Measure B funds is relative to percentage of trips provided.

(Total \$/Measure B \$) approx. = (Total trips provided/Measure B-funded trips provided).

Note: When updating, this page has all of the "All Workbook" entries. Except, bike/ped has the Units (Column I) for those other than paratransit. Meal Delivery Shuttle or Fixed-route Trips Other (describe in Column E) Disabled Services Construction (includes PS&E)
Meals on Wheels Environmental
Senior and Disabled Ser Maintenance
Senior Services Operations
Other Project Completion/Closeout
Scoping, Feasibility, Planning
Other

Lift/ramp-assisted Trips
Taxi Trips
Same-day Lift/Ramp-assisted Trips
Same-day Trips
Other (describe in Column K)

Planning in FV 09/10 Initiated in FY 09/10 Continuing or Ongoing Closed Out in FY 09/10

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Individual Demand-response Trips. Taxi service, door-to-door trips, van trips, van trips, etc. Includes actual operation cost and contracts for vehicle operation, scheduling, dispatching, vehicle maintenance, supervision, and fare collection (including ticket or scrip printing and sales) for the purpose of carrying passengers.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             Meal Delivery: Costs associated with vehicle operation, scheduling, dispatching, vehicle maintenance, and supervision for the purpose of delivering meals, whether provided in-house, through contracts, via taxicab, or by grantees. Shuttle or Fixed-route bus service or fixed-route bus service, for example. Includes vehicle operation and contracts. See Individual Demand-response Trips.

Other: Use if none of the above apply. Describe the Type under Project Description (Column E).
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         Construction (includes PS&E): Construction of a new capital project, including development of the preliminary engineering and construction documents: the plans, specifications, and estimates. Environmental Policy Act (NEPA).
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    Customer Service and Outreach: Staffing and benefits for customer service as well as costs associated with marketing, education, outreach, and promotional campaigns and programs.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 Other: Use if none of the above apply, and define the project phase by selecting Project Type (Column C) and describe the phase under Project Description (Column E).
                                                                                                                                                                                                                                                                                                                                                                                                                                            Other: Use Other if none of the above apply, and define other by selecting Project Type (Column C) and providing Project Description (Column E).
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                EBP Ticket Purchase: Amounts paid to East Bay Paratransit for tickets plus associated costs, for example, distribution.
Group Trips: One-way passenger trips considered group trips. Includes vehicle operation and contracts. See Individual Demand-response Trips.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             Choose project status on June 30, 2010: Planning in FY 09/10, Initiated in FY 09/10, Continuing or Ongoing, or Closed Out in FY 09/10.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 Operations: Operations such as transit, which may include routine maintenance and procurement, or lease of vehicles/equipment.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      Project Completion/Closeout: Inspection/project acceptance, final invoicing, final reporting, and processes for closing out project.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           Scoping, Feasibility, Planning: Early capital project phases, such as project scoping, feasibility studies, and planning.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     Same-day Lift/ramp-assisted Trips: Trips that include lift or ramp assistance and are same-day service.
                                                                                                                                                                                                                  Senior & Disabled Services: Transportation services for seniors and people with disabilities
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             Maintenance: Maintenance, repairs, renovation, or upgrade of existing facility or infrastr
Disabled Services: Services primarily created for mobility for people with disabilities.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 Management: Staffing and benefits to manage programs, projects, and services.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               Capital Purchase: Purchase of equipment, vehicles, or facilities.
                                                                                                                                                                                                                                                                                                                               Senior Services: Services primarily created for senior mobility.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   Lift/ramp Assisted: Trips that include lift or ramp assistance.
                                                                                                             Meals on Wheels: Delivery of meals.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                Taxi Trips: Any type of taxi trip.
                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             Comment: Trip Type Description:
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Other: If Trip Type is not applicable to your program, choose Other and provide a description in Column K.

CWC Meeting 11/08/10 Attachment 07A

# End of Year Program Compliance Workshop Thursday, September 16, 2010 - 10:00 a.m. SIGN-IN SHEET

ALAMEDA County Transportation Commission

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# End of Year Program Compliance Workshop Thursday, September 16, 2010 - 10:00 a.m. SIGN-IN SHEET

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Name	Agencies / Program	Mailing Address	Phone	Fах	Email	neceive Acrias Publications
Danielle Haby	City of Berkelm	2180 Milvia St. 3rd Fl. Boylalen	(510) 981-6317	610)981-6320	dhabr@ci, berleley. ca. us	
Gayle OKad	Cty of Union Chy	34009 Alvarado Niles Ra	570 6755352		GOKENGE UNIONCHUM	
JUMU COMEZ	City of Reason ton	PIBOX 520 PLANSANTON CH SYSTER	925-189-578		Joines Ci. pkusantin Ca.us	
July Death	City of Pleasanto	5353 sunol tolod (olganiam	925-189-5367		pdeath (Di; seasonth cares	51
Carrie Dole	lity of Alameda	lity of Alameda 2243 Santa Clara are, Pm 220 510-747-4864	210-747-4864		adole Quialameda. Ca. US	S
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TRICIA FAN	City of Fremont	GTY of Frenont 320 Chartel Ave Fremont	570-494-4605		Fland Gemont, gov	:
James Chu	Ala Chi	399 Emburst St Haywad	510-670-556		1 amesla acpwa.org	
Anita Franklin	Momeeta Ch		6955-929-015		anita cocoma org	
Cardi Jackson	City of Hayward				candijaria, jacksin phayward-caga	ard-cagal
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# End of Year Program Compliance Workshop Thursday, September 16, 2010 - 10:00 a.m. SIGN-IN SHEET

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ACTIA Fiscal Year 2009-2010 End-of-Year Compliance Reporting Schedule by Task Area

objectives/Comments					Meeting scheduled for 7/21 at 11 a.m.					Include general information about compliance, the deadlines, information on the compliance workshop in September, etc.	Include a survey in the report form and track comments.									This is the second email in a series of three email messages to jurisdictions.
te Done	01	01	01	01	01	01	01	01	01	01	01	01	01	01	01	01	01	01	01	9
Due Date	07/23/10	07/28/10	07/30/10	07/23/10	07/23/10	07/30/10	08/06/10	08/11/10	08/11/10	08/12/10	08/20/10	08/20/10	08/20/10	08/24/10	08/27/10	08/27/10	08/30/10	08/30/10	08/31/10	08/31/10
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Task	Develop plan and revise timeline for completing reporting documents and tools	Review plan/timeline	Revise plan/timeline	Review PDF report document and Table 1 Excel report document	Meet with staff for input on the programs they coordinate	Follow up with staff to receive additional input	Do research necessary to prepare materials	Update jurisdictions mailing list	Prepare initial save the date reminder email	Send initial compliance reminder email	Update PDF and Table 1 report forms	Update instruction packet	Update email cover letter for jurisdictions	Review report forms, instruction packet, attachments	Review report forms, instruction packet, attachments	Review email announcement	Revise report forms and instruction packet	Revise email announcement	Post instructions and reporting forms to website	Send email to jurisdictions with links to website for reporting forms and instructions
No. Task Area	1 Scheduling/Planning	2 Scheduling/Planning	3 Scheduling/Planning	4 Scheduling/Planning	5 Scheduling/Planning	6 Scheduling/Planning	7 Reporting Materials	8 Reporting Materials	9 Reporting Materials	10 Reporting Materials	11 Reporting Materials	12 Reporting Materials	13 Reporting Materials	14 Reporting Materials	15 Reporting Materials	16 Reporting Materials	17 Reporting Materials	18 Reporting Materials	19 Reporting Materials	20 Reporting Materials
Task End Date		C	)T/	/08/2	<u>′</u>								OT	:/τε,	/8					

# ACTIA Fiscal Year 2009-2010 End-of-Year Compliance Reporting Schedule by Task Area

e Done Objectives/Comments X	0 This is mainly a save-the-date message about the workshop.							0			0	0	0	0	Order new binders only if necessary.	0	1 Audits due 12/27/10; reports due 12/31/10	0		1 PMT provides intake form for inclusion in the CWC agenda packet.	1 CWC meetings on 1/10/11 and 3/14/11. ACTIA staff gives a verbal report on	1	Binders to staff on $1/7/11$ and to CWC $1/10/11$ .	1	1	1 ACTIA staff looks at use of funds, funding amounts, and comes up with			1 Jurisdictions must respond by 2/21/11.
Due Date	09/03/10	09/07/10	09/07/10		09/09/10	09/09/10		09/14/10	09/14/10		09/15/10	09/16/10	08/31/10	09/10/10	11/30/10	09/01/10	01/04/11	12/28/10	01/04/11	01/04/11	01/04/11	01/07/11	01/07/11	01/10/11	01/14/11	01/22/11	01/22/11	01/27/11	01/27/11
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Task	Prepare third save the date reminder email Revise and send third reminder email	Update workshop presentation	Update agenda, submittal instructions, and audit	report checklist	Review workshop presentation	Review agenda, submittal instructions, and audit	report checklist	Revise workshop presentation	Revise agenda, submittal instructions, and audit report	checklist	Duplicate handouts for meeting	Hold Compliance Workshop	Prepare report/audit log (intake form)	Prepare all status letters for jurisdictions	Bring binders up from storage	Begin to receive and log reports	Receive and log audits and reports	Begin review of reports/audits	Post all reports and audits to ACTIA website	Prepare CWC agenda packet attachment	Mail CWC meeting agenda packet	Update tracking spreadsheet that shows status	Prepare binders for staff and CWC review	Attend CWC meeting and review reports/audits	Draft compliance status letter	Complete staff review of reports/audits	Edit compliance letter and spreadsheet	Revise compliance letter and spreadsheet	Mail out compliance status letter and spreadsheet
No. Task Area	21 Compliance Workshop	23 Compliance Workshop	24 Compliance Workshop		25 Compliance Workshop	26 Compliance Workshop		27 Compliance Workshop	28 Compliance Workshop		29 Compliance Workshop	30 Compliance Workshop	31 Tracking/Reporting	32 Tracking/Reporting	33 Tracking/Reporting	34 Tracking/Reporting	35 Tracking/Reporting	36 Tracking/Reporting	37 Tracking/Reporting	38 Tracking/Reporting	39 Tracking/Reporting	40 Tracking/Reporting	41 Tracking/Reporting	42 Tracking/Reporting	43 Tracking/Reporting	44 Tracking/Reporting	45 Tracking/Reporting	46 Tracking/Reporting	47 Tracking/Reporting
Task End Date				0	)Τ/	/91	<b>[/€</b>	õ											Ţ	τ,	/27	Z/ <sup>-</sup>	[				D	20	æ

# ACTIA Fiscal Year 2009-2010 End-of-Year Compliance Reporting Schedule by Task Area

Objectives/Comments					This memo may be the same as to PPC, or have minor revisions.						Staff may include this in the CWC report or presentation.	This provides 45-day notice to those not in compliance.			PMT pulls info together on deliverables such as signage, Web content, etc.			This includes developing all tables/charts.		Based on input from committees, revisions may continue.						
Task Done X																										
Due Date	01/27/11	02/01/11	02/03/11	02/10/11	02/14/11	02/16/11	02/17/11	02/24/11	02/24/11	03/03/11	03/04/11	03/15/11	03/22/11	03/25/11	03/28/11	01/04/11	01/21/11	02/21/11	02/24/11	03/04/11	02/17/11	02/24/11	03/03/11	03/07/11	03/11/11	03/14/11
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Task	Prepare PPC memo	Edit/revise PPC memo	Mail out PPC memo	Attend PPC meeting and present compliance info	Draft Alameda CTC memo	Edit/revise Commission memo	Mail out Commission memo	Attend Alameda CTC meeting and present compliance info	Draft brief report that captures survey results	Edit evaluation report	Revise evaluation report	Draft compliance status and noncompliance letter (if ne	Edit compliance status and noncompliance letters	Revise compliance status and noncompliance letters	Mail out letters	Begin to collect data and "roll it up"	Complete data collection and "rollups"	Develop EOY compliance report summary	Edit summary report	Revise summary report	Prepare presentation for CWC	Review and edit CWC presentation	Edit CWC presentation	Mail out packet for CWC with summary report	Revise presentation	Present summary info to CWC
No. Task Area	48 PPC Report	49 PPC Report	50 PPC Report	51 PPC Report	52 Commission Report	53 Commission Report	54 Commission Report	55 Commission Report	56 Tracking/Reporting	57 Tracking/Reporting	58 Tracking/Reporting	59 Tracking/Reporting	60 Tracking/Reporting	61 Tracking/Reporting	62 Tracking/Reporting	63 Summary Reports	64 Summary Reports	65 Summary Reports	66 Summary Reports	67 Summary Reports	68 CWC Report	69 CWC Report	70 CWC Report	71 CWC Report	72 CWC Report	73 CWC Report
Task End Date	τ	τ/(	)T/	/7	7	ΙT,	/ <del>/</del> /	7/7		1	τ,	/87	Z/8	Ē			ττ	/t <sup>/</sup>	/8			וז	₹/t	7 <b>T</b> ,	/£	

# ACTIA Fiscal Year 2009-2010 End-of-Year Compliance Reporting Schedule by Task Area

Objectives/Comments	This report may be similar to the CWC report.								This report may be the same as to PPC, or have minor revisions.					If the presentation is ready for mailout, no revisions are necessary.			The CWC Annual Report Subcommittee meets several times during April, May,	and june to develop the report.	Usually, the CWC writes the report; sometimes ACTIA staff writes the report. First draft complete in May.	Usually, Julia Chung of Publication Design designs the report. ACTIA staff and PMT provide graphics.		The full CWC reviews the draft report and the summary advertisement.	PMT works with the CWC Annual Report Subcommittee to get approval.	Include publication placement details and printing, outreach costs.				Include memo, publication costs, and final report and advertisements.	The full CWC and public review the final report at this public meeting.	10/26/2010	\\alameda\MeasureB\Programs\EOY Compliance Reports\2009-2010\Schedule\FY09-10_EOY_Reporting_Schedule_082610.xlsx
Task Done X																															eB\Progran
Due Date	03/24/11	03/24/11	03/31/11	04/06/11	04/07/11	04/08/11	04/12/11	04/14/11	04/15/10	04/18/11	04/20/11	04/20/11	04/21/11	04/22/10	04/27/11	04/28/11	04/29/11		05/31/11	06/05/11	06/06/11	06/13/11	06/23/11	06/23/11	06/23/11	06/30/11	07/01/11	07/05/11	07/11/11	07/28/11	\alameda\Measur
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Task	Prepare PPC report and attachments	Prepare PPC presentation	Edit PPC report and attachments	Revise PPC report	Mail out PPC packet	Edit presentation	Revise presentation	Present summary info to PPC	Prepare Alameda CTC report and attachments	Edit report and attachments	Complete updates to Commission presentation	Revise Commission report	Mail out Commission packet	Edit presentation	Revise presentation	Present summary info to Alameda CTC	Meet to develop the CWC Annual Report		Write content for report and determine which content to include in summary advertisement	Develop graphics and design the report and summary print advertisement	Mail out CWC packet	Review the draft annual report and summary report "advertisement"	Get quotes for printing the report and placing a summary in local newspapers	Draft CWC memo about the report and outreach	Design online banner advertisements	Edit CWC memo and banner ads	Revise the CWC memo and banner ads	Mail out CWC packet	Finalize and approve the report	Size the advertisements and make any final revisions	to report, ads, banner ads
No. Task Area	74 PPC Report	75 PPC Report	76 PPC Report	77 PPC Report	78 PPC Report	79 PPC Report	80 PPC Report	81 PPC Report	82 Commission Report	83 Commission Report	84 Commission Report	85 Commission Report	86 Commission Report	87 Commission Report	88 Commission Report	89 Commission Report	90 CWC Annual Report		91 CWC Annual Report	92 CWC Annual Report	93 CWC Annual Report	94 CWC Annual Report	95 CWC Annual Report	96 CWC Annual Report	97 CWC Annual Report	98 CWC Annual Report	99 CWC Annual Report	100 CWC Annual Report	101 CWC Annual Report	102 CWC Annual Report	
Task End Date			IJ	:/t	7 <b>T</b> ,	/t					IJ	:/8	37,	/b									TT/					12			

ACTIA Fiscal Year 2009-2010 End-of-Year Compliance Reporting Schedule by Task Area

Task Done Objectives/Comments X		Printing occurs early August and the report advertisement and online banner ads run in local publications in August.
Due Date	07/29/11	08/31/11
Alt./ Support		겉
Lead	PMT	PMT
Task	Post the report to the ACTA/ACTIA Web site	Work with vendors to print and publish the report
No. Task Area	103 CWC Annual Report	104 CWC Annual Report
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\*Note: For all agenda packet mailings, such as for Alameda CTC, CWC, and PPC, staff posts these materials to the website on the mail out day.

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## CITIZENS WATCHDOG COMMITTEE ISSUES FORM

Alameda County Transportation Commission (Alameda CTC) 1333 Broadway, Suite 300 Oakland, California 94612 Voice: 510-893-3347 Fax: 510-893-6489

The CWC is required to review all Measure B expenditures. This form allows formal documentation of potential issues of concern regarding expenditure of Measure B funds. A concern should only be submitted to the CWC if an issue is directly related to the potential misuse of Measure B funds or non-compliance with Alameda CTC agreements or the Expenditure Plan approved by voters. This form may be used only by acting CWC members.

Date: July 12, 2010
Name: James M. Haussener
Email Address: jhaussener@aol.com
Governmental Agency of Concern (Include name of agency and all individuals)  City of Fremont
Agency's Phone Number:
Agency's Address:
City Fremont Zip Code:
Which one of the following Measure B expenditures is this concern related to: (Please check one)
$\square$ Capital Project $\underline{XX}$ Program $\square$ Program Grant $\square$ Administration
Please explain the nature of your concern and how you became aware of it providing as much detail as you can, including the name of the project or program, dates, times, and places where the issues you are raising took place. (Use additional sheets of paper if
necessary) In reviewing the FY2008/09 audit I noted Fremont had a ending balance of
approximately 4 times its annual revenue for pedestrian/bicycle. I reviewed audits and annual
reports, both Bicycle and Pedestrian as well as Local Streets and Roads, for the past several
years. For the past five years Fremont has had an ending balance ranging from greater than 1
to almost 2 times its tax receipts for streets. In its annual reports the City refers to their CIP
program as being a five year document that is funded at two years per cycle. It is difficult to
determine if the work contemplated in the 2007 version was completed and what the
likelihood of completing the 2009 projects will be (some of this may be listed in the report
attachments, but I was unable to locate them).

balance; is the staff time being charged in keeping with the measure B guidelines.
PROTECTION -
<b>Action Taken -</b> Please list other parties or agencies you have contacted in an attempt to more fully understand this issue and any actions you yourself have taken.

**PROCESS** - I am interested in getting more information on how the City of Fremont will normalize the relationship between receipts and expenditures in a given year, especially for the pedestrian/bicycle component; what the plan is to continue to reduce the end of year

## CITIZENS WATCHDOG COMMITTEE ISSUES FORM

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Date: July 12, 2010
Name: James M. Haussener
Email Address: jhaussener@aol.com
Governmental Agency of Concern (Include name of agency and all individuals)  City of Oakland
Agency's Phone Number:
Agency's Address:
City Oakland Zip Code:
Which one of the following Measure B expenditures is this concern related to:  (Please check one)  □ Capital Project XX Program □ Program Grant □ Administration
Please explain the nature of your concern and how you became aware of it providing as much detail as you can, including the name of the project or program, dates, times, and places where the issues you are raising took place. (Use additional sheets of paper if necessary)
In reviewing the FY2008/09 audit I noted Oakland had a ending balance of
approximately 1 and a half times its annual revenue. I reviewed audits and annual reports, both Bicycle and Pedestrian as well as Local Streets and Roads, for the past several years. For the past five years Oakland has had an ending balance ranging from 1.48 to 1.94 times its tax receipts. In its annual reports the City has reported funds as being expensed, committed,
appropriated and spent. In at least one audit report the auditor noted that while the City has
appropriated funds "these amounts may or may not result in actual expenditures." Further, I
noted in the compliance reports that as City staff performs Local Streets and Roads
maintenance this expenditure appears to be lumped into the line item of "Administrative
Support."

FY 2008/09 actually expended; and, how much was expended by City staff in performing Local Streets and Roads maintenance. PROTECTION -Action Taken - Please list other parties or agencies you have contacted in an attempt to more fully understand this issue and any actions you yourself have taken.

**PROCESS** - I am interested in getting more information on how the City of Oakland will normalize the relationship between receipts and expenditures in a given year; what the plan is to continue to reduce the end of year balance; provide more detail of exactly what was listed under the terms "committed" and "appropriated" as used in their 2007/08 and 2008/09

Compliance Reports; were the amounts listed as appropriated in FY 2006/07, FY 2007/08 and

## CITIZENS WATCHDOG COMMITTEE ISSUES FORM

Alameda County Transportation Commission (Alameda CTC) 1333 Broadway, Suite 300 Oakland, California 94612 Voice: 510-893-3347 Fax: 510-893-6489

The CWC is required to review all Measure B expenditures. This form allows formal documentation of potential issues of concern regarding expenditure of Measure B funds. A concern should only be submitted to the CWC if an issue is directly related to the potential misuse of Measure B funds or non-compliance with Alameda CTC agreements or the Expenditure Plan approved by voters. This form may be used only by acting CWC members.

Date:
Name:
Email Address:
Governmental Agency of Concern (Include name of agency and all individuals)
Agency's Phone Number:
Agency's Address:
CityZip Code:
Which one of the following Measure B expenditures is this concern related to:  (Please check one)  □ Capital Project □ Program □ Program Grant □ Administration
Please explain the nature of your concern and how you became aware of it providing as much detail as you can, including the name of the project or program, dates, times, and places where the issues you are raising took place. (Use additional sheets of paper if necessary)

PROCESS -	
PROTECTION	<u>•</u>
Action Taken -	Please list other parties or agencies you have contacted in an attempt to mo
uny understand	this issue and any actions you yourself have taken.
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	this issue and any actions you yourself have taken.



ACCMA 1333 Broadway, Suite 220
ACTIA 1333 Broadway, Suite 300

Oakland, CA 94612Oakland, CA 94612

PH: (510) 836-2560 PH: (510) 893-3347

www.AlamedaCTC.org

### Memorandum

**DATE:** September 16, 2010

**TO:** Alameda County Transportation Commission

**FROM:** Finance and Administration Committee

**SUBJECT:** Approval of the ACTIA Semi-Annual Local Business Contract Equity (LBCE)

Program Utilization Report of Local Business Enterprise and Small Local Business Enterprise for the Period of January 1, 2010 through June 30, 2010

### **Recommendation:**

It is recommended that the Commission approve the attached Semi-Annual LBCE Program Utilization Report for the payment period of January 1, 2010 to June 30, 2010. The contracts and contract payment data which serve as a basis for this report have been reviewed and accepted by the Authority's contract equity consultant L. Luster and Associates.

## **Summary:**

In the current reporting period there were a total of 31 active contracts with LBCE Program goals. Of these contracts roughly 92% of payments or \$7.1 million went to firms certified as Local Business Enterprises (LBE) and 52% of payments or \$4.0 million went to firms certified as Small Local Business Enterprises (SLBE). In aggregate, the LBE goal of 70% and the SLBE goal of 30% for Administrative and Engineering contracts were exceeded.

For these same contracts, 15% of payments or \$1.1 million went to firms certified as Very Small Local Business Enterprises (VSLBE), 27% of payments or \$2.1 million went to firms certified as Disadvantaged Business Enterprises (DBE), 23% of payments or \$1.8 million went to firms certified as minority-owned business enterprises (MBE), and 5% of payments or roughly \$384,200 went to firms certified as woman-owned business enterprises (WBE).

For contracts without LBE or SLBE goals, roughly 31% of payments or \$4.5 million went to LBE-certified firms and 1.5% of payments or roughly \$213,000 went to SLBE-certified firms. Of these contracts 0.2% of payments or about \$32,100 went to DBE-certified firms, 0.2% or about \$31,500 went to MBE-certified firms, and 0.01% or \$630 went to WBE-certified firms.

There were a total of 318 firms certified with the Authority as of June 30, 2010, of which 54 were new certifications. Firms certified as of January 1, 2009, are categorized using the North American Industry Classification System (NAICS) to increase solicitation of bidders from prime contractors and subcontractors, as well as to facilitate networking between firms.

# **Background:**

In 1989, the Board established a program for the procurement of professional services. That policy set goals of 70% for LBE, 25% for MBE, and 5% for WBE.

In 1995, the Board approved a program for construction contracts that set overall participation goals of 60% for LBE, 33% for MBE, and 9% for WBE. Those goals were based on a disparity study in addition to extensive public input from both the prime and minority contracting communities. Specific goals are set for each construction contract, based on biddable items and availability of LBE/MBE/WBE firms.

As a result of the passage of Proposition 209 in 1996, and the United States Department of Transportation's issuance of the final ruling on the Disadvantaged Business Enterprise program in 2000, the Authority suspended its MBE/WBE program and goal requirements. In lieu of the suspended MBE/WBE program, the Authority adopted two programs: the Local and Small Local Business Enterprise (LBE/SLBE) program for contracts funded with local dollars and the Disadvantaged Business Enterprise (DBE) program for contracts funded with federal dollars. In January 2008, the Board subsequently adopted the Revised LBE/SLBE Program and renamed this program as the Local Business Contract Equity Program.

The Boards approved modifications to the LBCE Program which were aimed at increasing SLBE participation in all areas of the Authority's contracting opportunities, particularly with construction contracting. The revised program became effective for Authority-led contracts as of February 2008 and for all Sponsor-led projects awarded after July 2008.

The Authority currently does not have any federally assisted contracts requiring the application of the DBE goals and therefore none was reported. Project sponsors that have contracts funded with federal or state funds are subject to federal and state oversight relative to DBE Program compliance and goal attainment reporting.

On a semi-annual basis, staff prepares the LBCE Utilization Report to provide the status and progress on the utilization of:

- 1. LBE/SLBE on active Measure B funded contracts awarded by the Authority and sponsoring agencies; and
- 2. MBE/WBE participation on active contracts awarded by the Authority and sponsoring agencies that were exempted from the application of the Authority's LBCE Program and goals. Measure B-funded contracts exempted from the LBCE Program and goals were those that are also funded with Federal and/or State funds, with non-local funds, or with less than \$50,000 in contract value.

Utilization is determined by collecting and analyzing financial data relative to the amounts awarded and paid to LBE, SLBE, VSLBE, DBE, MBE, and WBE prime and subcontractors in three (3) contract categories:

1. Administrative Services Contracts – most of the contracts in this group are annually renewed administrative services contracts to assist the Authority in the administration of the Measure B Program. These services include affirmative action support, general counsel, federal and state

legislative advocacy, auditors, financial advisors, information and computer services, and project controls, among others.

- 2. Engineering Services Contracts contracts in this group are primarily engineering services contracts to assist the Authority in the development and delivery of capital projects.
- 3. Construction Contracts contracts in this group are specific to construction contracts awarded to builders of transportation facilities such as roadway and transit improvements.

Key information monitored and reported includes LBE, SLBE, VSLBE, DBE, MBE, and WBE utilization on all active contracts as of June 30, 2010.

# Summary of Results for Current Reporting Period:

As shown in Table 1 of this report, the LBE goal of 70% and the SLBE goal of 30% were exceeded in both the administrative services contract and engineering services contract categories where the LBCE Program is applicable. There were no active payments on construction contracts with applicable goals during this reporting period.

		- Contracts with LBCF ntracts: Goals = 60%-7						
-	Number of	Payments	from Jan	uary 1, 20	010 throug	gh June 3	0, 2010	
Contract Type	Contracts	Payment Amount	LBE %	SLBE %	VSLBE %	DBE %	MBE %	WBE %
Administrative	19	\$1,904,092.69	90%	73%	52%	44%	44%	8%
Engineering	12	\$5,744,053.41	93%	45%	2%	22%	16%	4%
Construction	0	\$0.00	0%	0%	0%	0%	0%	0%
All Industries	31	\$7,648,146.10	92%	52%	15%	27%	23%	5%

Table 2 below summarizes participation of local and small local firms, as well as firms owned by disadvantaged minorities or women on contracts that were exempt from the Authority LBCE Program goals. Per policy, the LBCE Program was not applied to these contracts, either because they are jointly funded with federal and/or state funds, non-local funds, or because they are less than \$50,000 in contract value. Nevertheless, 31% of payments in this contract category went to certified local firms, 2% went to small local firms, 0.2% went to disadvantaged firms, 0.2% went to minority-owned firms, and 0.004% went to woman-owned firms.

	TABLE 2 – Co	ntracts Exempt from L	BCE Pro	gram Goa	al Require	ements		
_	Number of	Payments fro	om Janua	ry 1, 2010	) through	June 30, 2	2010	
Contract Type	Contracts	Payment Amount	LBE %	SLBE %	VSLBE %	DBE %	MBE %	WBE %
Administrative	1	\$14,435.36	0%	0%	0%	0%	0%	0%
Engineering	12	\$6,303,131.91	33%	3%	0%	0.5%	0.5%	0.01%
Construction <sup>1,2</sup>	4	\$7,906,826.95	30%	0.3%	0%	0.02%	0%	0%
All Industries	17	\$14,224,394.22	31%	2%	0%	0.2%	0.2%	<b>0%</b> <sup>3</sup>

<sup>&</sup>lt;sup>1</sup> Includes construction contracts pending close-out

# Reporting Process:

Data collection on all active and open contracts began on July 1, 2010, by surveying prime contractors and subcontractors for verification of payment amounts and timing. For the current reporting period 62 payment verification survey forms were sent to prime contractors and subcontractors. Approximately 65% responded during the allotted time.

The Authority utilized the same method of reporting from the last reporting period—July through December 2009—which included an automated summary of processed payments by vendor (similar to a bank statement) and an automated utilization report generated from an in-house database (see Attachment 1: Contract Equity Utilization Report).

In regards to billing and timely receipt of payment, approximately 98% of the respondents indicated that they had not experienced any billing-related issues and 88% indicated that they had received timely payments from the Authority/sponsors/prime contractors. None of the billing and payment-related issues reported to the Authority required the assistance of the Contract Equity consultant and all issues were resolved prior to the development of this report.

The participation and statistics, which serve as a basis for this report, have been independently reviewed and verified by the firm L. Luster and Associates. As stated in the attached letter from L. Luster and Associates (see Attachment 2: Independent Review of ACTIA Semi-Annual Contract Equity Utilization Report Data), this report was found to be materially accurate and complete.

# Certification Update:

Table 3 below summarizes by contract type the number of active firms certified with the Authority and new firms that were certified since January 1, 2010. Prior to January 1, 2010, there were 277 active firms certified with the Authority. By June 30, 2010, the Authority's list of certified firms had grown to 318, an increase of 14.8%. All 318 firms are certified LBE, 215 firms or 67.6% of the total number of certified firms are certified SLBE, and 142 firms or 44.7% are certified VSLBE.

<sup>&</sup>lt;sup>2</sup> Includes construction contracts where Caltrans is the sponsor – Caltrans DBE program applies (currently race-neutral program applies to contracts included in this report)

<sup>&</sup>lt;sup>3</sup> Share of payments to Women Business Enterprises is 0.004%.

Since January 1, 2010, 79 firms were certified with the Authority, all of which were new certifications. Of these firms 17 certifications or 21.5% of the new certifications were processed and approved in conjunction to construction and administrative contracting opportunities.

As of January 1, 2009, all certified firms are categorized using the North American Industry Classification System (NAICS) to increase solicitation of bidders from prime contractors and subcontractors and also to facilitate networking between firms.

Table 3 -	– Certified Firi	ns by Contract	Types	
Contract Type	LBE <sup>1</sup>	SLBE <sup>2</sup>	VSLBE	# of New Firms Certified this Reporting Period
Administrative/Engineering	47	32	27	47
Commodities/Vendors	11	8	5	11
Construction	21	7	4	21
TOTAL	79	47	36	79

<sup>&</sup>lt;sup>1</sup> Includes SLBE and VSLBE certified firms

# Outreach Activities Update:

The contract equity consultants continued to undertake its outreach activities for RFPs released during the reporting period. There was a total of one RFP released by the Authority: it was a professional services contract. In addition, there was also one construction contract procured by the City of Hayward.

Additional activities conducted by ACTIA and represented by L. Luster and Associates include providing LBCE Program and certification information and support, interagency outreach coordination, and regional transportation and transit agency business outreach coordination.

## Assumptions/Data Sources:

- 1. Ethnicity and gender information in this report are compiled from Caltrans' Certified DBE list and/or based on anecdotal submission information provided by the vendors.
- 2. All percentages were calculated from cumulative actual payments to prime and subcontractors using an in-house database designed to track active contracts and compare results with the Authority's accounting system.
- 3. Surveys were sent to all vendors on active contracts; the responses were compiled, reviewed, and accounted for when possible. Errors in vendor reports were noted and clarifications were requested for follow-up. It was further noted that the interpretations by the vendors on information submitted and the information they had available were attributable to some discrepancies with information the Authority, prime and subcontractor collected.

<sup>&</sup>lt;sup>2</sup> Includes VSLBE certified firms

# Page 6

# **Fiscal Impacts:**

Approval of this Report has no fiscal impact.

## **Attachments:**

Attachment A – Contract Equity Utilization Report

Attachment B – Independent Review of ACTIA Semi-Annual Contract Equity Utilization Report Data

Attachment C – Letter from Supervisor Miley (dated August 9, 2010) – Commitment to Local Business Contract Equity (LBCE)

# Contract Equity Utilization Report

Reporting Period End Date: 06/30/10							Curren	Current Reporting Period Start Date	Period Sta	rt Date:	01	01/01/10	End Date		06/30/10
Project	Contract	Total Payment	Payment		Cumula	Cumulative To Reporting End Date	orting End	Date	Ī		Cur	Current Reporting Period	rting Perio	p	
Number Company	Amount	to Date	Current Period	LBE	SLBE	VSLBE	DBE	MBE	WBE	LBE	SLBE	VSLBE	DBE	MBE	WBE
Contract Type: Administrative Contracts															
Goal Requirements of 70% for LBE and 30% for SLBE	% for SLBE														
1-02															
ACTIA A06-0011.1 - LanLogic, Inc.	\$191,967.39	\$164,171.35	\$21,606.00	100.00%	100.00%	0.00%	0.00%	0.00%	%00.0	100.00%	100.00%	%00.0	%00.0	%00.0	%00.0
ACTIA A07-0052 - Lynn M Suter	\$157,639.30	\$151,057.20	\$26,258.40	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	%00.0	%00.0	%00.0	%00.0
ACTIA A08-0018 - PFM ASSET MANAGEMENT, LLC	\$240,000.00	\$193,483.65	\$49,503.14	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	%00.0	%00.0	%00.0
ACTIA A08-0019 - CHANDLER ASSET MANAGEMENT	\$240,000.00	\$213,352.00	\$50,660.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	%00.0	%00.0	%00.0
ACTIA A08-0051 - Anue Management Group, Inc.	\$127,300.00	\$122,841.74	\$26,749.74	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
ACTIA A08-0052 - L. Luster & Associates	\$260,000.00	\$246,952.65	\$68,780.76	100.00%	100.00%	%05.09	100.00%	100.00%	100.00%	100.00%	100.00%	70.04%	100.00%	100.00%	100.00%
ACTIA A09-0001 - Wendel, Rosen, Black & Dean	\$435,000.00	\$228,851.90	\$128,192.91	100.00%	0.32%	0.32%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	%00.0	%00.0
ACTIA A09-0002 - The Gibbs Law Group, P.C.	\$127,500.00	\$110,000.00	\$60,000.00	100.00%	100.00%	100.00%	100.00%	100.00%	0.00%	100.00%	100.00%	100.00%	100.00%	100.00%	%00.0
ACTIA A09-0004 - Bess Test Lab	\$100,000.00	\$9,690.00		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%						
ACTIA A09-0005 - Francis Fruzzetti	\$115,000.00	\$74,215.20	\$43,488.72	100.00%	100.00%	100.00%	0.00%	0.00%	0.00%	100.00%	100.00%	100.00%	0.00%	%00.0	0.00%
ACTIA A09-0006 - Bay Area Program Management Group	\$1,960,000.00	\$1,402,657.92	\$727,543.73	98.64%	92.96%	46.63%	46.63%	46.63%	0.00%	%98.66	94.68%	45.33%	45.33%	45.33%	0.00%
ACTIA A09-0007 - Moore lacofano Goltsman, Inc.	\$220,000.00	\$180,516.36	\$75,277.41	82.85%	25.54%	25.54%	0.00%	0.00%	0.00%	78.34%	30.26%	30.26%	0.00%	0.00%	0.00%
ACTIA A09-0009 - Patel and Associates	\$50,000.00	\$33,848.75	\$17,078.75	100.00%	100.00%	100.00%	0.00%	0.00%	%00.0	100.00%	100.00%	100.00%	%00.0	0.00%	0.00%
ACTIA A09-0010 - Rochelle Wheeler	\$281,000.00	\$135,435.65	\$72,656.27	73.08%	73.08%	73.08%	0.00%	0.00%	72.69%	73.49%	73.49%	73.49%	0.00%	%00.0	72.77%
ACTIA A09-0011 - Acumen Building Enterprise, Inc.	\$660,000.00	\$561,036.36	\$302,094.81	100.00%	100.00%	100.00%	97.93%	97.93%	1.88%	100.00%	100.00%	100.00%	97.49%	97.49%	2.51%
ACTIA A09-0029 - MV TRANSPORTATION INC	\$50,000.00	\$20,857.60	\$12,067.10	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	%00.0	%00.0	%00.0	%00.0
ACTIA A09-0031 - Nelson/Nygaard Consulting Associates	\$335,700.00	\$314,895.49	\$167,956.35	100.00%	29.07%	29.07%	27.48%	27.48%	1.59%	100.00%	32.45%	32.45%	30.98%	30.98%	1.48%
ACTIA A09-0034 - Quantum Market Research, Inc.	\$110,000.00	\$95,778.00	\$30,280.00	100.00%	100.00%	100.00%	0.00%	0.00%	0.00%	100.00%	100.00%	100.00%	0.00%	%00.0	%00.0
ACTIA A10-0019 - Maze and Associates	\$113,140.00	\$23,373.60	\$23,373.60	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0
Summary for Administrative Contracts with Goal Requirements (19 detail records)	Goal Requireme	nts (19 detail rec	ords)												
Total		\$4,283,015.42	\$1,903,567.69	84.18%	%98.69	47.60%	41.32%	41.32%	11.30%	90.21%	73.00%	51.92%	43.70%	43.70%	8.32%
<b>Exempt of Goal Requirements</b>															
1-02															
ACTIA A09-0008 - SIMON & CO INC	\$30,000.00	\$27,426.03	\$14,435.36	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	%00.0	%00.0	%00.0	%00.0	%00.0
Summary for Administrative Contracts without Goal Requirements (1 detail record	out Goal Require	ments (1 detail r	ecord)												
Total		\$27,426.03	\$14,435.36	0.00%	%00.0	0.00%	%00.0	%00.0	%00.0	%00.0	0.00%	%00.0	%00.0	%00.0	0.00%
Summary for all Administrative Contracts with and without Goal Requirements (20 detail records)	nd without Goal	Requirements (2	20 detail records)												
Total		\$4,310,441.45	\$1,918,003.05	83.65%	69.42%	47.29%	41.06%	41.06%	11.22%	89.53%	72.45%	51.53%	43.37%	43.37%	8.26%
Contract Type: Construction Contracts (including Sponsor Lead)	cluding Spon	sor Lead)													
Exempt of Goal Requirements															
A06-0020															
06 A06-0020 - Union City	\$12,561,000.00	\$8,657,647.26	\$5,123,962.06	3.23%	0.20%	0.00%	0.06%	0.00%	0.00%	0.00%	0.00%	0.00%	0.04%	0.00%	0.00%
A07-0065															
11 02 - Bay Cities Paving and Grading	\$859,000.00	\$859,000.00	\$859,000.00	100.00%	2.80%	0.00%	0.00%	0.00%	0.00%	100.00%	2.80%	%00.0	%00.0	%00.0	%00.0
A07-0001															
12 A08-0047 - RGW Construction Company	\$12,696,403.60	\$11,271,001.57	\$1,923,864.89	65.33%	0.00%	0.00%	0.00%	0.00%	%00.0	79.23%	0.00%	%00.0	%00.0	%00.0	%00.0
Summary for Construction Contracts (including Sponsor Lead) without Goal Requirements (3 detail records)	ng Sponsor Leac	I) without Goal R	equirements (3 d	etail record	s)										
Total	σ,	\$20,787,648.83	\$7,906,826.95	40.90%	0.20%	0.00%	0.02%	0.00%	0.00%	30.14%	0.30%	%00.0	0.02%	0.00%	0.00%

# Contract Equity Utilization Report

								0							
Project	Contract	Total Payment	Payment		Cumulative		To Reporting End Date	Date			Curi	rent Repor	<b>Current Reporting Period</b>		
Number Company Amount to Date Current Period LBE SLBE SLBE Summary for all Construction Contracts (including Sponsor Lead) with and without Goal Requirements (3 detail records)	Amount ing Sponsor Lead)	to Date	Current Period	LBE	SLBE	VSLBE	DBE	MBE	WBE	LBE	SLBE	VSLBE	DBE	MBE	WBE
Total		\$20,787,648.83	\$7,906,826.95	40.90%	0.20%	0.00%	0.02%	0.00%	0.00%	30.14%	0.30%	0.00%	0.02%	0.00%	0.00%
Contract Type: Cooperative Agreement with CalTrans	with CalTrans														
Exempt of Goal Requirements															
1-01															
21 4-1925 - CALTRANS	\$69,623,641.08	\$69,623,641.08		12.01%	0.00%	0.00%	0.35%	0.00%	0.35%						
Summary for Cooperative Agreement with CalTrans without Goal Requirements (1 detail record)	CalTrans without	Goal Requiremer	nts (1 detail recor	<b>d</b> )											
Total	•	\$69,623,641.08		12.01%	0.00%	0.00%	0.35%	%00.0	0.35%						
Summary for all Cooperative Agreement with CalTrans with and without Goal Requirements (1 detail record)	CalTrans with and	without Goal Rec	quirements (1 det	ail record)											
Total		\$69,623,641.08		12.01%	%00.0	0.00%	0.35%	%00.0	0.35%						
Contract Type: Funding Agreement															
Exempt of Goal Requirements															
A09-0013															
02 01-BART	\$54,651,864.85	\$7,016,941.47	\$7,016,941.47	6.10%	3.50%	0.00%	2.97%	2.43%	0.67%	6.10%	3.50%	0.00%	2.97%	2.43%	0.67%
A08-0003-A															
14A A08-0003-A - ACCMA	\$1,466,833.88	\$4,100.00	\$4,100.00	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	0.00%	0.00%	%00.0	0.00%
15 01 - City of Hayward	\$497,968.97	\$332,042.80	\$332,042.80	87.70%	36.66%	0.00%	0.00%	0.00%	0.00%	87.70%	36.66%	0.00%	0.00%	0.00%	0.00%
A07-0064															
19 01 - San Leandro	\$28,273.50	\$18,273.50	\$18,273.50	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	0.00%	%00.0	0.00%	0.00%
A09-0012															
19 A09-0012 - San Leandro	\$247,436.00	\$36,876.46	\$36,876.46	%96.96	0.00%	0.00%	0.00%	0.00%	0.00%	%96'96	%00.0	0.00%	0.00%	%00.0	%00.0
A05-0051															
22 01-ACCMA	\$757,323.82	\$382,303.15	\$215,032.47	%60'.26	52.67%	0.00%	0.00%	0.00%	0.00%	97.71%	26.96%	%00.0	%00.0	0.00%	0.00%
A07-0058															
23 01 - Livermore	\$1,613,000.00	\$894,954.39		91.06%	0.00%	0.00%	0.00%	0.00%	0.00%						
rύ															
23 01 - Livermore	\$19,600,000.00	\$688,019.02	\$465,416.31	32.35%	0.00%	0.00%	0.00%	0.00%	%00.0	0.00%	%00.0	%00.0	%00.0	%00.0	0.00%
~	1														
ZO OI-ACCIVIA		2491,477.30	5491,477.50	98.53%	0.58%	0.00%	0.00%	0.00%	0.00%	98.53%	0.58%	0.00%	0.00%	0.00%	0.00%
Summary for Funding Agreement Without Goal Requirements (9 detail records)	ooal Kequirement	s (9 detail record	(S)												
Total		\$9,864,988.09	15.091,085,8¢	26.88%	5.84%	0.00%	2.11%	1.73%	0.48%	16.94%	2.79%	%00.0	2.43%	1.98%	0.55%
Summary tor all Funding Agreement with and Without Goal Requirements (9 detail records)	Mithout Goal Requ	iirements (9 deta	III records)												
		\$9,864,988.09	\$8,580,160.31	76.88%	2.84%	%00.0	2.11%	1.73%	0.48%	16.94%	2.79%	%00.0	2.43%	1.98%	0.55%
Contract Type: Professional Services/Engineering Contracts	gineering Cont	racts													
Goal Requirements of 70% for LBE and 30% for SLBE	0% for SLBE														
_															
10 A06-0043 - Kimley-Horn and Associates Inc.	\$1,480,000.00	\$1,433,622.06	\$44,213.33	97.71%	29.53%	0.00%	11.47%	11.47%	0.00%	98.31%	27.22%	%00.0	2.06%	2.06%	%00.0
10 A09-0037 - WMH Corporation	\$346,070.00	\$181,573.44	\$181,573.44	93.34%	93.34%	72.16%	%00.0	0.00%	0.00%	93.34%	93.34%	72.16%	%00.0	%00.0	0.00%
A07-0001															
12 A05-0045 - Mark Thomas & Company, Inc.	\$3,831,900.91	\$3,602,382.75	\$67,927.68	83.26%	26.85%	0.33%	14.95%	9.14%	5.81%	82.00%	31.92%	%00.0	12.81%	10.72%	2.10%

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# Contract Equity Utilization Report

National Commany   Contract   Total Payment		nulative	To Reporting End Date	nd Date	П		Cur	rent Repor	Current Reporting Period	
Company		IISA	0		1				0	
10.000   10.0000   10.0000   10.0000   10.0000   10.0000   10.0000   10.0000   10.0000   10.0000   10.0000	LBE SLBE		DBE	MBE	WBE	I RF	SIBF	VSLRF	DRF MRF	WBF
100,0096   100,0096		% 0.	11.61%	11.61%	0.00%	100.00%	%		%8	3%
02 - Dowling Associates, Inc.         \$12,475.00         \$67,562.68         \$67,562.68         100.00%           2000-10-Brown of Associates inc.         \$11,5000.00         \$12,591,751.30         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$12,405.45         \$10,000%										
A02-0016- Nendroas & Associates   \$11,439,299.00   \$11,938,432.28   \$280,208.70   99.35%	100.00% 100.00%	%00.0	0.00%	0.00%	0.00%	100.00%	100.00%	%00.0	0.00 %00.0	%00.0 %00.0
A09-0036 - Mendoza & Associates   \$2,000,00000   \$1,958,432.28   \$280,000.70   \$9,35%     A09-0031 - Pis Americas, Inc.   \$5,289,118.00   \$8,794,657.43   \$1,127,794.21   \$6,16%     A09-0031 - Pis Americas, Inc.   \$5,289,118.00   \$22,946.95   \$22,246.95   \$100,00%     A09-0031 - Pis Americas, Inc.   \$5,337,490.00   \$5,357,435.24   \$5,90,230.21   \$9,35%     A09-0031 - Ty Lin international/CCS   \$5,337,490.00   \$1,108,696.32   \$1,108,696.32   \$9,126%     A09-0031 - Ty Lin international/CCS   \$5,337,490.00   \$1,108,696.32   \$1,108,696.32   \$9,126%     A09-0031 - Ty Lin international/CCS   \$5,337,490.00   \$1,108,696.32   \$1,108,696.32   \$9,126%     A09-0031 - Ty Lin international/CCS   \$5,337,490.00   \$1,108,696.32   \$1,108,696.32   \$9,126%     A09-0031 - Ty Lin international/CCS   \$5,337,490.00   \$1,108,696.32   \$1,108,696.32   \$9,126%     A09-0031 - Ty Lin international/CCS   \$5,337,490.00   \$1,108,696.32   \$1,108,696.32   \$9,126%     A09-0031 - Ty Lin international/CCS   \$5,337,490.00   \$1,108,690.32   \$1,108,696.32   \$9,126%     A09-0031 - Ty Lin international Services/Engineering Contracts with Goal Requirements (13 detail records)     A19-0032 - Leave Lin Lin International Services   \$5,330.00   \$1,08,30.00   \$1,08,30.00   \$1,000,00%     A19-0032 - Leave Lin	94.85% 31.81%	31% 0.00%	32.92%	15.89%	29.54%	29.10%	4.05%	0.00%	4.05% 0.0	0.00% 4.05%
A09-0033 - PB Americas, Inc.   S5,389,118.00   \$8,794,657.43   \$11,127,794.21   \$6,16%     A09-0033 - PB Americas, Inc.   \$5,387,490.00   \$5,357,495.22   \$22,946.95   \$100.00%     A07-0001 - TY Lin International/CCS   \$8,634,950.00   \$1,108,696.32   \$1,108,696.32   \$9,100.00%     Oz. Mark Thomas & Company, Inc.   \$56,798,228.00   \$5,448,416.40   \$1,843,844.06   \$9,1.26%     Oz. Mark Thomas & Company, Inc.   \$56,798,228.00   \$5,448,416.40   \$51,443,844.06   \$9,1.26%     Oz. Mark Thomas & Company, Inc.   \$56,798,228.00   \$5,448,416.40   \$51,443,844.06   \$9,1.26%     Oz. Boox-Allen & Hamilton Inc.   \$56,733.00   \$5,449,410.548.33   \$5,744,053.41   \$9,2.79%     Oz. Boox-Allen & Hamilton Inc.   \$56,233.00   \$19,000.00   \$19,270.00     Oz. Boox-Allen & Hamilton Inc.   \$56,233.00   \$19,000.00   \$19,270.00     Oz. Boox-Allen & Hamilton Inc.   \$56,233.00   \$19,000.00   \$19,270.00     Oz. Boox-Allen & Hamilton Inc.   \$56,233.00   \$19,270.00   \$19,270.00     Oz. Boox-Allen & Hamilton Inc.   \$56,237.00   \$19,270.00   \$19,270.00     Oz. Boox-Allen & Hamilton Inc.   \$56,237.00   \$19,270.00   \$10,000.00     Oz. Boox-Allen & Hamilton Inc.   \$56,237.00   \$10,000.00     Oz. Boox-Allen & Hamilton Inc.   \$10,000.00   \$10,000.00     Oz. Boox-Allen & Boox-Boox-Boox-Boox-Boox-Boox-Boox-Boox			100.00%	100.00%	0.00%	100.00%	100.00%		10	
A07-0001 - IVES Corporation Americas										
A09-0033 - Pa Americas, Inc.   \$55,289,118.00   \$52,3946.95   \$22,346.95   100,00%	86.16% 36.94%	0.00%	35.99%	26.75%	2.90%	80.19%	27.36%	0.00%	33.13% 22.36%	3.66%
A07-0001 - TY Lin International/CCS										
AAO7-0001-TY Lin International/CCS \$5,357,490.00 \$5,357,435.24 \$290,230.21 99.36%  AAO7-0001-TY Lin International/CCS \$6,357,490.00 \$1,108,696.32 \$1,108,696.32 \$9.126%  2 - Mark Thomas & Company, Inc. \$6,798,228.00 \$1,108,696.33 \$5,144,059.41 \$92,79%  3 - Many for Professional Services/Engineering Contracts with Goal Requirements (13 detail records)  at of Goal Requirements  2 - Son Annuary for Professional Services/Engineering Contracts with Goal Requirements (13 detail records)  at of Goal Requirements  2 - Son Annuary for Professional Services/Engineering Contracts with Goal Requirements (13 detail records)  3 - Son Annuary for Professional Services/Engineering Contracts with Goal Requirements (13 detail records)  3 - Son Annuary for Professional Services (13 detail records)  4 - Son Annuary for Professional Services (14 detail records)  5 - Charles Balley Associates (14 detail records)  5 - Charles Balley Associates (15 detail records)  6 - Charles Balley A	100.00% 0.00%	%00.0 %00	0.00%	0.00%	0.00%	100.00%	0.00%	%00.0	0.00% 0.0	0.00% 0.00%
AAO7-0001-TV Lin International/CCS \$8,535,495.00 \$1,108,696.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,108,699.32 \$1,109,69										
### A007-0001-1-TY Un International/CCS	99.36% 29.63%	%00.0 %89	20.13%	17.31%	2.82%	100.00%	15.50%	%00.0	12.06% 12.0	12.06% 0.00%
1.2   Mark Thomas & Company, Inc.   \$6,798,128.00   \$1,086,301.68   \$1,243,844.06   \$1,265,8   \$1,265,000.00   \$1,086,301.68   \$52,118.75   \$2,795,	98.18% 31.32%	32% 0.00%	0.00%	0.00%	0.00%	98.18%	31.32%	%00.0	0.00% 0.0	0.00% 0.00%
02 - Mark Thomas & Company, Inc.         \$6,798,228.00         \$6,448,416.40         \$1,843,844.06         \$1,26%           2 - Kimley-Hom and Associates Inc.         \$33,262,000.00         \$1,086,301.68         \$62,118.75         \$2.79%           **Amany for Professional Services/Engineering Contracts with Goal Requirements         \$44,910,548.33         \$5,744,053.41         \$2.79%           **At Foundation Inc.         \$354,775.00         \$256,619.00         \$44,00.00         0.000%           02 - Booz-Allen & Hamilton Inc.         \$66,233.00         \$49,944.00         0.000%         0.000%           03 - ERM-West, Inc.         \$66,331.00         \$19,770.00         \$44,00.00         0.000%           03 - Charles Bailey, Associates         \$31,100.00         \$19,770.00         \$4,400.00         0.000%           03 - Land Sealiley, Associates         \$56,331.00         \$22,576.00         \$23,466.00         0.000%           03 - Land Sealiley, Associates         \$56,331.00         \$11,122.00         \$11,48,350.00         0.000%           04 - The Allen Group, LLC         \$56,337.00         \$21,248,395.00         \$20,000%         \$21,248,395.00         \$20,000%           05 - Charles Elliott, Inc.         \$56,337.00         \$21,243,390.00         \$21,243,350.00         \$20,000%         \$21,243,350.00										
2. Kimley-Horn and Associates Inc.         \$3,262,000 00         \$1,086,301.68         \$62,118.75         \$2,79%           To Goal Requirements           44,910,548.33         \$5,744,053.41         92,79%           44,910,548.33         \$5,744,053.41         92,79%           44,910,548.33         \$5,744,053.41         92,79%           44,910,548.33         \$5,744,053.41         92,79%           23 - Eolar Requirements         \$354,775.00         \$2260,619.00         \$44,00.00         0.000%           03 - ERM-West, Inc.         \$66,233.00         \$19,270.00         \$0.000%           03 - ERM-West, Inc.         \$66,338.00         \$22,576.00         \$0.000%           03 - Lea - Elliott, Inc.         \$56,237.00         \$21,222.00         \$21,248.295.00         \$0.000%           04 - The Allen Group, LLC         \$56,237.00         \$21,63.790.00         \$21,248.295.00         \$10,000%           05 - Lea + Elliott, Inc.         \$52,04.736.00         \$21,248.295.00         \$20,66.70         \$20,687.00         \$20,600%           05 - Chair Tenh         \$50,4750.00         \$21,243.25.00         \$21,273.00         \$21,273.00         \$21,273.00         \$21,273.00 <t< td=""><td>91.26% 33.57%</td><td>%2000 %29</td><td>15.55%</td><td>10.92%</td><td>4.63%</td><td>94.90%</td><td>43.02%</td><td>0.00%</td><td>26.84% 17.00%</td><td>9.84%</td></t<>	91.26% 33.57%	%2000 %29	15.55%	10.92%	4.63%	94.90%	43.02%	0.00%	26.84% 17.00%	9.84%
2 - Kimley Hom and Associates Inc.       \$3.262,000.00       \$1,086,301.68       \$62,118.75       92,79%         Total Contracts with Goal Requirements (13 detail records)         \$44,910,548.33       \$5.744,053.41       92,79%         \$44,910,548.33       \$5.744,053.41       92,79%         \$44,910,548.33       \$5.744,053.41       92,79%         \$44,910,548.33       \$5.744,053.41       92,79%         \$44,910,548.33       \$5.744,053.41       92,79%         \$22,500,000       \$49,94.00       0.00%         \$33,120,000       \$19,270.00       0.00%         \$23,000,000       \$12,220.00       \$22,56.00       0.00%         \$24,000,00       \$12,122.00       \$22,56.00       0.00%         \$24,000,00       \$22,576.00       \$22,56.00       \$22,56.00       0.00%         \$25,000,000       \$12,122.00       \$12,48.295.00       0.00%         \$25,000,000       \$22,56.00       \$22,54.66.00       100.00%         \$25,000,000       \$22,763.00       \$22,746.00       \$22,746.00       \$22,746.00       \$22,746.00       \$22,746.00       \$22,746.00       \$22										
### Goal Requirements  1 of Goal Requirements  1 t of Goal Registrate  2 t of Goal Registrate  3 t of Goal Registrate  4 t of Goal Registrate  5 t	92.79% 29.46%	0.62%	0.57%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00% 0.0	0.00% 0.00%
t of Goal Requirements  12 - Booz-Allen & Hamilton Inc. 12 - Booz-Allen & Hamilton Inc. 12 - Booz-Allen & Hamilton Inc. 13 - Booz-Allen & Hamilton Inc. 14 - Booz-Allen & Hamilton Inc. 15 - Booz-Allen & Hamilton Inc. 16 - Booz-Allen & Hamilton Inc. 17 - Booz-Allen & Hamilton Inc. 18 - Booz-Allen & Hamilton Inc. 19 - Booz-Allen & Hamilton Inc. 10 - Booz-Allen & Hamilton Inc. 10 - Booz-Allen & Hamilton Inc. 10 - Booz-Allen & Hamilton Inc. 11 - Booz-Allen & Hamilton Inc. 12 - Booz-Allen & Hamilton Inc. 13 - Booz-Allen & Hamilton Inc. 14 - Booz-Allen & Hamilton Inc. 15 - Booz-Allen & Hamilton Inc. 16 - Booz-Allen & Hamilton Inc. 17 - Booz-Allen & Hamilton Inc. 18 - Booz-Allen & Hamilton Inc. 19 - B	cords)									
4 Goal Requirements           02 - Booz-Allen & Hamilton Inc.         \$354,775.00         \$266,619.00         \$4,400.00         0.000%           03 - ERM-West, Inc.         \$66,233.00         \$49,944.00         0.000%           05 - Charles Balley, Associates         \$104,000.00         \$19,270.00         0.000%           23 - Colan Real Estate         \$33,120.00         \$22,576.00         0.000%           02 - Jacobs Construction Services         \$6,638.00         \$2,576.00         0.000%           03 - Jim L. Iams         \$20,000.00         \$17,122.00         0.000%           04 - The Allen Group, LLC         \$56,237.00         \$30,259.00         \$23,466.00         100,000%           05 - Lea + Elliott, Inc.         \$52,277.05.00         \$2,163.797.00         \$118,735.00         0.000%           05 - Lea + Elliott, Inc.         \$50,7736.00         \$20,433.00         \$20,433.00         0.000%           06 - Earth Tech         \$133,655.00         \$24,736.00         \$20,000         \$22,736.00         0.000%           07 - Owen, Wickersham & Wrickson, P.C.         \$68,906.00         \$59,833.00         \$20,736.00         0.000%           09 - Cubic Transportation Systems, Inc.         \$468,565.00         \$274,175.00         \$2,774,00         0.000%           0	92.79% 38.13%	3% 0.34%	27.58%	19.40%	11.11%	93.20%	45.16%	2.28% 2	21.60% 16.27%	7% 3.93%
02 - Booz-Allen & Hamilton Inc.     \$354,775.00     \$260,619.00     \$44,400.00     0.00%       03 - ERM-West, Inc.     \$66,233.00     \$49,944.00     0.00%       05 - Charles Balley, Associates     \$10,270.00     \$19,270.00     0.00%       23 - Colan Real Estate     \$33,120.00     \$22,576.00     0.00%       02 - Jacobs Construction Services     \$6,638.00     \$1,7,122.00     0.00%       03 - Jim L. lams     \$20,000.00     \$17,122.00     0.00%       04 - The Allen Group, LLC     \$56,237.00     \$30,259.00     \$10,000%       05 - Lea + Elliott, Inc.     \$50,4736.00     \$21,63,797.00     \$11,248,295.00     4,91%       06 - Earth Tech     \$50,4736.00     \$20,6687.00     100.00%       07 - Owen, Wickersham & Wrickson, P.C.     \$133,655.00     \$240,483.00     0.00%       09 - Cubic Transportation Systems, Inc.     \$468,565.00     \$274,175.00     \$2,736.00     \$2,736.00       01 - Freshfields Bruckhaus Derringer, LLP     \$417,016.00     \$274,175.00     \$2,736.00     0.00%       01 - Cambridge Systematics     \$33,257,780.00     \$2,574,330.00     \$2,574,330.00     \$2,574,330.00     \$2,574,330.00       01 - Cambridge Systematics     \$33,010,265.74     \$1,817,679.25     \$288,447.42     14,94%										
02 - Bootz-Allen & Hamilton Inc.       \$354,775.00       \$260,519.00       \$4,400.00       0.00%         03 - ERM-West, Inc.       \$66,233.00       \$49,944.00       0.00%         05 - Charles Bailey, Associates       \$104,000.00       \$19,270.00       0.00%         23 - Colan Real Estate       \$33,120.00       \$28,981.00       0.00%         22 - Jacobs Construction Services       \$6,638.00       \$2,576.00       0.00%         03 - Jim L. lams       \$20,000.00       \$17,122.00       0.00%         04 - The Allen Group, LLC       \$56,237.00       \$21,63,797.00       \$1248,295.00       4.91%         05 - Lea + Elliott, Inc.       \$2,272,705.00       \$21,63,797.00       \$118,725.00       0.00%         06 - Earth Tech       \$504,736.00       \$206,687.00       100.00%         07 - Owen, Wickersham & Wrickson, P.C.       \$133,655.00       \$212,502.00       \$118,725.00       0.00%         09 - Cubic Transportation Systems, Inc.       \$468,565.00       \$224,175.00       \$2,736.00       0.00%         09 - Cubic Transportation Systems, Inc.       \$417,016.00       \$2274,175.00       \$2,736.00       0.00%         01 - Cambridge Systematics       \$3,257,780.00       \$2,574,330.00       \$2,736.70       \$14,94%         Abs-0049 - AC Transit       \$3,0										
03 - ERMJ-West, Inc.       \$66,233.00       \$49,944.00       0.00%         05 - Charles Bailey, Associates       \$104,000.00       \$19,270.00       0.00%         23 - Colan Real Estate       \$33,120.00       \$22,576.00       0.00%         02 - Jacobs Construction Services       \$6,638.00       \$2,576.00       0.00%         03 - Jim L. Jams       \$20,000.00       \$17,122.00       0.00%         04 - The Allen Group, LLC       \$56,237.00       \$21,637.90       \$1248,295.00       1.00.00%         05 - Lea + Elliott, Inc.       \$2,272,705.00       \$2,163,797.00       \$12,48,295.00       1.00.00%         05 - Lea + Elliott, Inc.       \$504,736.00       \$206,687.00       1.00.00%         06 - Earth Tech       \$504,736.00       \$2,267.00       \$100.00%         07 - Owen, Wickersham & Wrickson, P.C.       \$133,655.00       \$122,502.00       \$140,483.00       0.00%         08 - PGH Wong Engineering, Inc.       \$68,906.00       \$2343,272.00       \$22,736.00       0.00%         09 - Cubic Transportation Systems, Inc.       \$468,565.00       \$274,175.00       \$2,734,330.00       0.00%         01 - Cambridge Systematics       \$3,257,780.00       \$2,574,330.00       \$2,574,330.00       0.00%         05 - Lea + Ellicity inc.       \$3,010,265.74 <td< td=""><td></td><td>0.00% 0.00%</td><td>0.00%</td><td>0.00%</td><td>0.00%</td><td>0.00%</td><td>0.00%</td><td>0.00%</td><td>0.00% 0.0</td><td>0.00% 0.00%</td></td<>		0.00% 0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00% 0.0	0.00% 0.00%
05 - Charles Bailey, Associates       \$104,000.00       \$19,270.00       0.000%         23 - Colan Real Estate       \$33,120.00       \$28,981.00       0.000%         02 - Jacobs Construction Services       \$6,638.00       \$2,576.00       0.000%         03 - Jim L. Jams       \$20,000.00       \$17,122.00       0.000%         04 - The Allen Group, LLC       \$56,237.00       \$30,259.00       \$23,466.00       100.00%         05 - Lea + Elliott, Inc.       \$2,272,705.00       \$2,163,797.00       \$1,248,295.00       4,91%         06 - Earth Tech       \$504,736.00       \$504,736.00       \$206,687.00       100.00%         07 - Owen, Wickersham & Wrickson, P.C.       \$133,655.00       \$112,502.00       \$40,483.00       0.000%         09 - Cubic Transportation Systems, Inc.       \$68,906.00       \$59,863.00       \$240,483.00       0.000%         10 - Freshfields Bruckhaus Derringer, LLP       \$417,016.00       \$2,74,175.00       \$2,736.00       0.000%         01 - Cambridge Systematics       \$3,257,780.00       \$2,574,330.00       \$2,744.742       14,94%         A05-0049 - AC Transit       \$3,010,265.74       \$1,817,679.25       \$288,447.42       14,94%		0.00% 0.00%	0.00%	0.00%	0.00%					
23 - Colan Real Estate       \$33,120.00       \$28,981.00       0.00%         02 - Jacobs Construction Services       \$6,638.00       \$2,576.00       0.00%         03 - Jim L. Iams       \$20,000.00       \$17,122.00       0.000%         04 - The Allen Group, LLC       \$56,237.00       \$30,259.00       \$0.000%         05 - Lea + Elliott, Inc.       \$2,272,705.00       \$21,63,797.00       \$1,248,295.00       4,91%         06 - Earth Tech       \$504,736.00       \$504,736.00       \$504,688.00       100.00%         07 - Owen, Wickersham & Wrickson, P.C.       \$68,906.00       \$122,502.00       \$118,725.00       0.000%         09 - Cubic Transportation Systems, Inc.       \$68,906.00       \$343,272.00       \$22,736.00       0.000%         10 - Freshfields Bruckhaus Derringer, LLP       \$417,016.00       \$274,175.00       \$2,736.00       0.000%         01 - Cambridge Systematics       \$3,257,780.00       \$2,574,330.00       \$2,584,47.42       14.94%         A05-0049 - AC Transit       \$3,010,265.74       \$1,817,679.25       \$288,447.42       14.94%	0.00% 0.00%	%00.0 %00	0.00%	0.00%	0.00%					
02 - Jacobs Construction Services \$6,638.00 \$2,576.00 0.00% 03 - Jim L. Jams 04 - The Allen Group, LLC \$20,000.00 \$17,122.00 0.00% 04 - The Allen Group, LLC \$25,237.00 \$30,259.00 \$23,466.00 100.00% 05 - Lea + Elliott, Inc. 06 - Earth Tech 07 - Owen, Wickersham & Wrickson, P.C. \$133,655.00 \$504,736.00 \$11,248,295.00 4.91% 07 - Owen, Wickersham & Wrickson, P.C. \$133,655.00 \$122,502.00 \$118,725.00 0.00% 09 - Cubic Transportation Systems, Inc. \$468,565.00 \$234,272.00 \$228,675.00 1.40% 10 - Freshfields Bruckhaus Derringer, LLP \$417,016.00 \$274,175.00 \$22,736.00 0.00% 01 - Cambridge Systematics \$3,257,780.00 \$2,574,330.00 \$2,736.00 0.00% 03 - March Systems		0.00% 0.00%	0.00%	0.00%	0.00%					
02 - Jacobs Construction Services \$6,638.00 \$2,576.00 0.00%  03 - Jim L. Jams  04 - The Allen Group, LLC  05 - Lea + Elliott, Inc.  52,237.00 \$21,122.00  52,148,295.00  65 - Lea + Elliott, Inc.  52,272,705.00  65 - Lea + Elliott, Inc.  52,272,705.00  65 - Lea + Elliott, Inc.  6504,736.00  65 - Garth Tech  07 - Owen, Wickersham & Wrickson, P.C.  548,365.00  69 - Cubic Transportation Systems, Inc.  548,565.00  69 - Cubic Transportation Systems, Inc.  548,565.00  69 - Cubic Transportation Systems, Inc.  548,565.00  62,274,175.00  52,736.00  62,736.00  63,010,265.74  640,830.00  61 - Cambridge Systematics  640,740.00  62,574,330.00  61 - Cambridge Systematics  640,740.00  640,474.74  640,91%  640,483.00  640,40%  640,483.00  640,483.00  640,483.00  640,40%  640,483.00  640,40%  640,483.00  640,40%  640,483.00  640,40%  6										
03 - Jim L. Iams 04 - The Allen Group, LLC 656,237.00 65 - Lea + Elliott, Inc. 65 - Lea + Elliot		0.00% 0.00%	0.00%	0.00%	0.00%					
06 - Earth Tech 06 - Earth Tech 06 - Earth Tech 07 - Owen, Wickersham & Wrickson, P.C. 09 - Cubic Transportation Systems, Inc. 10 - Freshfields Bruckhaus Derringer, LLP 10 - Cambridge Systematics 10 - Cambridge Systematics 10 - A05 - O46 - AC Transit 10 - Transportation Systems (\$3,010,265.74 (\$1,010.00) \$1,248,295.00 \$100.00% \$100.00% \$1,248,295.00 \$1,248,295.00 \$1,000% \$1,225.00.00% \$1,225.00% \$1,225.00.00% \$1,225.00% \$1,225.00.00% \$1,225.00% \$1	0.00% 0.00%	%00.0 %00%	0.00%	0.00%	0.00%					
06 - Earth Tech 06 - Earth Tech 06 - Earth Tech 07 - Owen, Wickersham & Wrickson, P.C. 9504,736.00 97 - Owen, Wickersham & Wrickson, P.C. 9133,655.00 98 - PGH Wong Engineering, Inc. 99 - Cubic Transportation Systems, Inc. 99 - Cubic Transportation Systems, Inc. 9468,565.00 97 - Owen, Wickersham & Wrickson, P.C. 958,906.00 97 - Owen, Wickersham & Wrickson, P.C. 968,906.00 97 - Sto4,736.00 98 - PGH Wong Engineering, Inc. 968,906.00 97 - Sto4,83.00 98 - PGH Wong Engineering, Inc. 968,906.00 97 - Sto4,83.00 98 - PGH Wong Engineering, Inc. 97 - Sto4,83.00 98 - PGH Wong Engineering, Inc. 97 - Sto4,736.00 98 - PGH Wong Engineering Systematics 97 - Sto4,736.00 98 - PGH Wong Engineering Systematics 97 - Sto4,736.00 98 - PGH Wong Engineering Systematics 97 - Sto4,736.00 98 - PGH Wong Engineering Systematics 99 - PGH Wong Engineering Systematics 90 - PGH Wong Enginee	100.00% 100.00%	%00.0 %00%	0.00%	0.00%	0.00%	100.00%	100.00%	%00.0	0.00% 00.0	%00.0 %00.0
06 - Earth Tech       \$504,736.00       \$504,736.00       \$206,687.00       100.00%         07 - Owen, Wickersham & Wrickson, P.C.       \$133,655.00       \$122,502.00       \$118,725.00       0.00%         08 - PGH Wong Engineering, Inc.       \$68,906.00       \$59,863.00       \$40,483.00       0.00%         09 - Cubic Transportation Systems, Inc.       \$468,565.00       \$2343,272.00       \$282,675.00       1.40%         10 - Freshfields Bruckhaus Derringer, LLP       \$417,016.00       \$274,175.00       \$2,736.00       0.00%         01 - Cambridge Systematics       \$3,257,780.00       \$2,574,330.00       \$2,574,330.00       81.41%         A05-0049 - AC Transit       \$3,010,265.74       \$1,817,679.25       \$288,447.42       14.94%	4.91% 0.74%	Ö	0.74%	0.74%	0.00%	3.80%	%69:0	%00.0	0.69%	%00.0 %69.0
07 - Owen, Wickersham & Wrickson, P.C. \$133,655.00 \$118,725.00 0.00%  08 - PGH Wong Engineering, Inc. \$68,906.00 \$59,863.00 \$40,483.00 0.00%  09 - Cubic Transportation Systems, Inc. \$468,565.00 \$343,272.00 \$222,675.00 1.40%  10 - Freshfields Bruckhaus Derringer, LLP \$417,016.00 \$274,175.00 \$2,736.00 0.00%  01 - Cambridge Systematics \$3,257,780.00 \$2,574,330.00 \$2,574,330.00  A05-0049 - AC Transit \$3,010,265.74 \$1,817,679.25 \$288,447.42 14.94%	100.00% 0.00%	%00.0 %00%	0.00%	0.00%	0.00%	100.00%	0.00%	%00.0	0.00% 00.0	%00.0 %00.0
08 - PGH Wong Engineering, Inc. \$68,906.00 \$59,863.00 \$40,483.00 0.00% 09 - Cubic Transportation Systems, Inc. \$468,565.00 \$343,272.00 \$282,675.00 1.40% 10 - Freshfields Bruckhaus Derringer, LLP \$417,016.00 \$274,175.00 \$2,736.00 0.00% 01 - Cambridge Systematics \$3,257,780.00 \$2,574,330.00 \$2,574,330.00 A05-0049 - AC Transit \$3,010,265.74 \$1,817,679.25 \$288,447.42 14.94%	0.00% 0.00%	%00.0 %00%	0.00%	0.00%	%00.0	%00.0	%00.0	0.00%	0.00% 0.0	0.00% 0.00%
09 - Cubic Transportation Systems, Inc. \$468,565.00 \$343,272.00 \$282,675.00 1.40%  10 - Freshfields Bruckhaus Derringer, LLP \$417,016.00 \$274,175.00 \$2,736.00 0.00%  01 - Cambridge Systematics \$3,257,780.00 \$2,574,330.00 81.41%  A05-0049 - AC Transit \$3,010,265.74 \$1,817,679.25 \$288,447.42 14.94%	0.00% 0.00%	%00.0 %00%	0.00%	0.00%	0.00%	%00:0	%00.0	0.00%	0.00% 0.0	0.00% 0.00%
10 - Freshfields Bruckhaus Derringer, LLP \$417,016.00 \$274,175.00 \$2,736.00 0.00% 01 - Cambridge Systematics \$3,257,780.00 \$2,574,330.00 81.41% A05-0049 - AC Transit \$3,010,265.74 \$1,817,679.25 \$288,447.42 14.94%	1.40% 0.00%	%00.0 %00%	0.00%	0.00%	0.00%	1.70%	%00.0	0.00%	0.00% 0.00	0.00% 0.00%
01 - Cambridge Systematics \$3,257,780.00 \$2,574,330.00 81.41%  A05-0049 - AC Transit \$3,010,265.74 \$1,817,679.25 \$288,447.42 14.94%	0.00% 0.00%	%00.0 %00%	0.00%	0.00%	0.00%	0.00%	%00.0	0.00%	0.00% 0.00	0.00% 0.00%
01 - Cambridge Systematics \$3,257,780.00 \$2,574,330.00 81.41% A05-0049 - AC Transit \$3,010,265.74 \$1,817,679.25 \$288,447.42 14.94%										
A05-0049 - AC Transit \$3,010,265.74 \$1,817,679.25 \$288,447.42 14.94%	81.41% 9.32%	%00.0	16.63%	12.21%	4.41%					
A05-0049 - AC Transit \$3,010,265.74 \$1,817,679.25 \$288,447.42 14.94%										
04-0045	14.94% 0.00%	%00.0 %00	0.00%	0.00%	0.00%	17.96%	%00.0	0.00%	0.00% 0.0	0.00% 0.00%
					J					
08 01 - Gray-Bowen and Co., Inc. \$150,000.00 \$91,064.15 1.57%	1.57% 0.00%	%00.0 %00	0.00%	0.00%	0.00%					
08 02 - Wendel, Rosen, Black & Dean \$58,085.95 \$58,085.95 100.00%		0.00% 0.00%	0.00%	0.00%	0.00%					
08 03 - URS Corporation Americas \$1,153,374.61 \$980,479.73 \$51,409.11 100.00%		0.00% 0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	%00.0	0.00% 0.0	0.00% 0.00%

# Contract Equity Utilization Report

Reporting F	Reporting Period End Date: 06/30/10				-			Curren	Lurrent Reporting Period Start Date	Period Star	t Date:	01/0	01/01/10	End Date:	90	06/30/10
Project		Contract	Total Payment	Payment		Cumulative	_	To Reporting End Date	Date			Curre	Current Reporting Period	ing Period		
_	Company	Amount	to Date	Current Period	LBE	SLBE	VSLBE	DBE		WBE	I BF	SIBF	VSI BF	DRF	MBF	WBF
	04 - Wilbur Smith Associates	\$500,000.00	\$93,845.95		0.00%	0.00%	0.00%	0.00%	%(	0.00%						1
08	06 - Solem & Associates	\$398,910.00	\$108,476.01		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%						
08 07	07 - Carter & Burgess, Inc	\$290,647.87	\$290,647.87		100.00%	0.00%	0.00%	0.00%	0.00%	0.00%						
80	09 - Dowling Associates, Inc.	\$105,128.38	\$105,128.38		100.00%	100.00%	0.00%	0.00%	0.00%	0.00%						
08 10	10 - ESRI, Inc.	\$3,816.73	\$3,816.73		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%						
08 13	11 - Alameda Program Managers	\$361,079.00	\$361,078.56	\$117,647.94	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	%00.0	0.00%	0.00%	0.00%	0.00%	0.00%
08 12	12 - S & C Engineers	\$19,909.34	\$19,909.34	\$19,909.34	100.00%	0.00%	0.00%	0.00%	0.00%	%00.0	100.00%	%00:0	0.00%	0.00%	%00:0	%00.0
4																
	A08-0044 - ACCMA	\$30,761,000.00	\$977,276.04	\$977,276.04	35.51%	4.16%	%00.0	0.00%	%00.0	%00.0	35.51%	4.16%	%00.0	%00.0	%00.0	%00.0
AU&-UUU3-B 14B 02	02 - Dowling Associates, Inc.	\$7,800.00	\$7,800.00	\$7,800.00	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%
	03 - TY Lin International/CCS	\$135,000.00	\$135,000.00	\$135,000.00	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%		0.00%	0.00%	0.00%	0.00%	0.00%
A05-0007																
25 02	01 - Parsons Transportation Group	\$617,412.07	\$394,960.62	\$21,027.21	7.64%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	0.00%	0.00%	0.00%	%00.0
25 0	03 - HNTB	\$328,000.76	\$313,029.73	\$728.63	77.30%	0.00%	0.00%	0.00%	0.00%	0.00%	8.30%	%00.0	%00.0	0.00%	0.00%	%00.0
25 04	04 - Ford Graphics	\$9,000.00	\$1,699.92		0.00%	0.00%	0.00%	0.00%	%00.0	0.00%						
25 0	05 - Hanson, Bridgett, Marcus & Vlahos	\$44,599.75	\$32,552.63	\$678.55	%00.0	0.00%	0.00%	0.00%	0.00%	%00.0	0.00%	0.00%	%00.0	0.00%	0.00%	%00.0
	06 - Dana Property Analysis	\$20,000.00	\$9,415.02		0.00%	0.00%	0.00%	%00.0	%00.0	%00.0						
AU6-0046 25 00	02 - Carter & Burgess, Inc	\$16.816.00	\$16.815.35	\$6.374.83	100 00%	%UU U	0.00%	%UU U	%000	%000	100 00%	%00.0	%00.0	%00.0	%00.0	%00.0
		\$2,592,168.00	\$342,309.63	\$31,724.73	90.01%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%
25 0	04 - PBQD, Inc.	\$1,317,094.00	\$171,240.47	\$60,281.28	100.00%	0:00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%
25 06	05 - Hanson, Bridgett, Marcus & Vlahos	\$460.00	\$452.67	\$203.52	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	%00.0	0.00%	0.00%	%00.0
25 06	06 - SYSTRA	\$86.13	\$86.13		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%						
25 07	07 - Rail Surveyors and Engineers, Inc.	\$3,576.00	\$3,576.00	\$3,576.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A08-0048																
26 02	02 - Kal Krishnan Consulting Services	\$959,875.00	\$868,863.00	\$482,743.00	100.00%	3.58%	%00.0	0.00%	0.00%	0.00%	100.00%	5.98%	%00.0	0.00%	0.00%	%00.0
26 03	03 - Pillsbury Wintrop Shaw Pittman LLP	\$175,000.00	\$167,531.00	\$139,612.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	0.00%	%00.0
70 97	04 - Wilbur Smith Associates	\$2,207,455.56	\$1,811,329.00	\$1,405,426.00	8.91%	6.31%	0.00%	0.00%	0.00%	0.00%	9.07%	5.71%	0.00%	0.00%	0.00%	0.00%
26 06	06 - Nelson/Nygaard Consulting Associates	\$44,492.00	\$5,385.00	\$5,385.00	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	%00.0	0.00%	0.00%	0.00%	%00.0
A08-0053	On Vimlay Bars and Associates las	¢EE2 022 00	00 100 001	50 505 5055	900	\documents	\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	900	200	200	,000 OO	\000 o	/000 0	\acc	\000 O	2000
	Z NITHEY TIOTH WITH ASSOCIATES HIE.	203,332,332	2000,000,000	10 000 155	**************************************	0.00.0	2000	0.00%	0.00.0	0.00.0	100.00%	0.00.0	0.00.0	0.00.0	0.00.0	0.00.0
	03 - PG & E	\$92,801.00	\$92,800.95	57,800.95	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	%00.0	%00.0	%00.0	%00.0	%00.0
27B 0 <sup>2</sup> A99-0003	04 - Alameda Program Managers	\$77,748.00	\$77,747.44	\$12,705.70	0.00%	0.00%	0.00%	0.00%	0.00%	%00.0	%00.0	%00.0	%00.0	%00.0	%00.0	%00.0
MB196 A9	A99-0003 - PBQD, Inc.	\$7,999,276.00	\$7,472,887.92	\$224,083.73	85.86%	17.45%	0.00%	10.72%	7.86%	2.86%	78.66%	10.35%	0.00%	10.35%	10.13%	0.22%
Sumn	Summary for Professional Services/Engineering Contracts without Goal Requirements (47 detail records)	Contracts wi	thout Goal Requi	irements (47 deta	ail records)											
Total		0,	\$23,838,347.53	\$6,303,131.91	57.61%	7.92%	0.00%	5.22%	3.85%	1.37%	33.21%	3.38%	0.00%	0.51%	0.50%	0.01%
Summary	Summary for all Professional Services/Engineering Contracts with and without Goal Requirements (60 detail	Contracts witl	n and without Go	oal Requirements	(60 detail	records)										
Total		•	\$68,748,895.86	\$12,047,185.32	80.59%	27.65%	0.22%	19.83%	14.01%	7.73%	61.81%	23.30%	1.09% 1	10.56%	8.02%	1.88%
Summary of A	Summary of All Active Contracts with and without Goal		\$173,335,615.31	\$30,452,175.63	45.30%	13.05%	1.26%	9.15%	%89.9	3.52%	42.69%	15.49%	3.68%	%09'.	6.46%	1.42%
עפלמוו פוויפ																

# L. Luster & Associates

To:

Arun Goel, ACTIA

From:

Joan Fisher, L. Luster & Associates

CC:

Anees Azad, ACTIA

Dr. Laura Luster, L. Luster & Associates

Date:

August 5, 2010

RE:

Independent Review of ACTIA Semi-Annual Contract Equity Utilization Report Data

for the period January 1, 2010 through June 30, 2010

L. Luster & Associates (LLA) has reviewed ACTIA payment and vendor data for the period of January 1, 2010 through June 30, 2010 provided by Authority staff.

LLA conducted a review of the Authority's database, physical contract/agreement files, and responses to vendor questionnaires providing quality control and data integrity for all vendor payments made within the above referenced period.

LLA met with Authority staff and presented its findings. Staff satisfactorily responded to all issues identified and presented.

Having completed the review process, L. Luster & Associates finds no material defects in the ACTIA Semi-Annual Contract Equity Utilization Report Data for the period of January 1, 2010 through June 30, 2010.

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# Nathan A. Miley, Vice-President Supervisor, District 4

Oakland Office 1221 Oak Street, Suite 536 Oakland, CA 94612 510-272-6694/510-465-7628 Facsimile Eden Area District Office 20993 Redwood Court Castro Valley, CA 94546 510-670-5717/510-537-7289

district4@acgov.org

August 9, 2010

TO: Alameda County Transportation Commission (ACTC)

FR: Nate Miley

RE: Commitment to Local Business Contract Equity (LBCE)

Note Miley

It is important that ACTIA's commitment to the Local Business Contract Equity (LBCE) program in light of the merger with the Congestion Management Agency (CMA) be maintained with ACTC. ACTIA's demonstrated commitment to its LBCE program must continue after the merger and that the ACTC adopt ACTIA's assertive commitment to local business participation.

The LBCE Consultant for ACTIA with the active support of ACTIA staff was able to enhance ACTIA presence within the local contracting community and significantly increase the number of local firms obtaining ACTIA certification and participating in ACTIA's contracting process. ACTIA has strongly supported the activities related to these increases, including helping with the establishment of a certification database, approving outreach plans and participating in outreach events.

Through active outreach and streamlining of the certification processes, the LBCE consultant has increased the number of new certifications by 232% among Local Business Enterprises (LBEs), Small Local Business Enterprises (SLBEs) and Very Small Local Business Enterprises (VSLBEs). Additionally, the merger provides an unique opportunity to further improve the LBCE program of ACTIA, such as:

• Further streamlining the certification process, building upon the coordinated efforts of ACTIA, Alameda County, the City of Oakland and the Port of Oakland. Because certification processes can be very time intensive and costly, ACTC can explore

minimizing its certification activities and increasing its acceptance of certification by other agencies. The East Bay Interagency Alliance coordinated certification process has provided a strong foundation for this approach.

- Sheltered bidding opportunities so that small businesses only bid against other small businesses. The State of California and the Port already have these programs in place.
- Extend Professional and Administrative Goals to ACTC Sponsors: Currently ACTIA goals and preferences do not apply to Professional Services and Administrative Contracts completely or partially funded by Measure B and local funds but administered by Sponsors. ACTC may wish to consider inserting a provision into the LBCE policy that ACTA Sponsored Professional Administrative contracts funded solely by Measure B and local funds will also be subject to ACTC LBCE goals.
- Bonding Assistance Program for Smaller Local Contractors: ACTC may wish to explore
  joining with Alameda County in extending bonding assistance to small local contractors.
  Bonding makes public contracting more accessible to a smaller contractor and assists
  them to develop the capacity of their businesses far beyond the initial project. Moreover,
  bonding assistance programs can save sponsors significant project dollars by expanding
  and improving the pool of bidders.
- ACTC may also want to take steps to ensure that its Procurement policies align with the LBCE program. At this time the procurement policy does not include detailed procurement procedures and ACTIA staff responsible for procuring and administering contracts are utilizing different processes.
- Local Hire Tracking and Requirements: Currently there is heightened interest in generating jobs for local residents. This reflects longstanding ACTIA intent and policy. However, ACTIA does not collect data that demonstrates its achievements in this area. ACTC may wish to consider requiring that contractors and sponsors submit local worker utilization reports (determined by residency of the worker). In so doing, ACTIA would be able to report not only the amount of dollars it spends with local businesses, but also the number of jobs for local residents its projects generate.
- These suggestions are made with the purpose of increasing local business development. I
  strongly suggest that the LBCE Consultant and the appropriate staffs of CMA and
  ACTIA meet and bring a timely report with recommendations to ACTC for opportunities
  that support Local Business Contract Equity.

If you have questions or concerns, please do not hesitate to contact Robyn Hodges at 510-272-3691 or robyn.hodges@acgov.org at your convenience.

Commission Item #	# Item Title	Item Description / Staff Recommendation	Motion	2nd	Vote
22-Jul-10 1	Approval of Designation of the Existing ACTIA and ACCMA Executive Directors as Interim Co-Executive Directors	The Commission approved to designate the existing Executive Directors of ACTIA and ACCMA as interim co-executive directors of the Commission, to serve until an executive director is hired for the Alameda CTC.	Henson	Reid	23-0
7	Adoption of the Administrative Code	The Commission approved the adption of the Administrative Code with changes to Section 4.5.	Harper	Starosciak	23-0
ю	Approval of the Transit Agency Fees	The Commission approved the Ad Hoc Committee on Merger's recommendations to assess AC Transit and BART and Alameda CTC fee.	Haggerty	Sbranti	23-0
4	Appoint/Reappoint Countywide Transportation Plan Update and Sales Tax Reauthorization Steering Committee Members	Staff recommend that the Commission appoint and/or reappoint members of the Countywide Transportation Plan Update and Sales Tax Reauthorization Steering Committee.	Kamena	Lai-Bitker	24-0
5.2	ACCMA Executive Director's Report	Staff informed the Commission that the ACCMA will submit to the register of voters the vehicle registration fee on July 23. The Commission asked if the ballot measure states that the money will stay local. The Commission authorized staff to add the word local if it's not on the ballot.	Kaplan	Javandel	25-0

.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0.0	Approval of Consent Calendar	The Board approved the following consent calendar items: 6.1. Approval of ACTIA Board Meeting Minutes, June 24, 2010 6.2. Approval of ACCMA Board Meeting Minutes, June 24, 2010 6.3.1. Telegraph Avenue Corridor Bus Rapid Transit - Approval of Measure B Allocation to the PE/Environmental Phase and Approval of Amendment No. 4 to the PE/Environmental Project Specific Funding Agreement with AC Transit. 6.3.2. East Bay Greement Project - Approval of the Consultant Shortlist and Authorization to Interview, Negotiate and Execute a Contract with the Top-Ranked Firm for Engineering, Environmental Clearance and Implementation Strategy Services. 6.3.3. Measure B Capital Projects - I-880/Mission Blvd East-West Connector - Update on Funding Plans 6.4.1. Approval of Final Countywide Safe Routes to Schools Program. 6.4.2. Approval of Contract Extension for Executive Director 6.4.3. Year-End Detail of Investments for ACTA and ACTIA Funds 6.5.1. Transportation and Land Use Program - Approval of Transit Oriented Development Quarterly Update. 6.5.2. Approval of Safe Routes to SChool Final Program 6.6.1. Quarterly Investment Report 6.6.2. Quarterly SBE, LBE, and DBE Reports 6.6.3. Route 84/Ardenwood Blvd Park and Ride Lot Project - (Regional Measure 2 Project 29.5) - Acceptance of Construction Contract 6.6.4. I-680 Express Lane Project - Authorization for ACCMA Director to Negotiate and Execute Professional Services and Co-Location Contracts	Haggerty	Henson	25-0
6.7	ACTIA ALF Staff reco Legislative Program amended	Staff recommened that the Commission supportt AB 2147 which was amended.	Henson	Kamena	25-0
10.1	ACCMA PPC new Federal Act Program: Approval of Final CMA Block Grant Program	The Commission approved the final CMA Block Grant program (Local Streets and Roads, Regional Bicycle Program, and County Transportation of Livable Communities).	Henson	Kamena	25-0

-	10.2 Approval of Transportation Fund for Clean Air (TFCA): FY 2010/11 Final Program	The Commission approved the TFCA FY 2010/11 final program and to authorize the Executive Director to execute any necessary agreeements related to this programming.	Wieckowski Freitas	Freitas	25-0
<del>-</del>	10.3.1 Approval of Amendment Request: Transportation Enhancement (TE) funds for the LAVTA Rideo Bus Project	The Commission approved the programming of \$200,000 in STIP TE funds for LAVTA's Rideo Bus Project	Катепа	Надденту	25-1
<del>-</del>	STOP Update: STOP Update: BART Oakland Airport Connector Project	The Commission approved to the following amendments to the Alameda County STIP project list: 1) Reportram \$10 million in STIP funds from the I-880 Safety and Operational Improvements at 23rd/29th projects to the BART OAC project. 2) Reporgram \$10 million in STIP funds from the I-880 Mission Blvd. i/c projects to the BART OAC.	Reid	Haggerty	25-1
9-Aug-10 6	Report on Closed Session	The Commission chose Arthur Dao as the Executive Director for the Alameda CTC.			17-0

A. Minutes of July 22, 2010  B. Minutes, August 9, 2010  C. Approval of the 2010 LOS Monitoring Study Draft Report C. Approval of the 2010 LOS Monitoring Study Draft Report C. Approval of the 2010 LOS Monitoring Study Draft Report E. Review of the I-80 Integrated Corridor System Management Plan F. Approval of Transportation and Land Use Program: Revised Priority Development Area Reporting G. Review of Projects Proposed for the FY 2010/11 Transportation Funds for Clean Afr (TECA) Remaining Program Balance H. East 14th Street/Hesperian Blvd/15th Street Intersection Improvements - Approval of Amendment No. 2 to the Project Specific Funding Agreement with the City of San Leandro for Right-of-Way Support and Capital Phase I. I-680/I-880 Cross Connector Studies - Approval of Amendments to the funding Agreement with the City of Alameda and MTC for the Congestion Management Agency for project scoping work J. Webster Street SWART Corridor - Approval of amendments to the funding agreements with the City of Alameda and MTC for the Webster Street SWART Corridor Project Contracts for I-880 Southbound HOV Lane Widening Project - Approval of Consultant Inc. 10-004 Authorizing the Executive Director to Execute Contracts for I-880 Southbound HOV Lane Widening Project Contracts for I-880 Southbound And ACTIA to the new Alameda CTC Approval of Amendment No. 1 to the Professional Services Agreement with Management Partners for administrative assistance during the transition of ACCMA and ACTIA to the new Alameda CTC N Approval of Consultant Team for the Update of the CWTP and Development of the TEP O Approval of Active Agreement With Management of the TEP Period January 1, 2010 through June 30, 2010	The Commission approved staffs recommendation on the following Lai-Bitker Kaplan 26-0 positions for measures on the November ballot: (a) support Alameda County Measure F; (b) oppose Proposition 23; © support Proposition 25; and (d) oppose Proposition 26.	The Commission approved Alameda CTC Resolution 10-003 Kamena Javandel 27-0 accepting the public sponsor role for the Safe Routes to School Competitive Grant Application for the BikeMobile project, and to commit up to \$65,000 in matching funds for the \$500,000 request from the MTC SR2S competitive grant program.
Consent Calendar  B. Minutes, August 9, 2010  C. Approval of the 2010 LO  D. Review of the 1-80 Integr E. Review of the 1-80 Integr E. Review of the 1-80 Foot It.  H, Approval of Transportation of Service of Transportation It.  H, East 14th Street/Hespering It.  H, East 14th Street/Hespering It.  Congestion Management with the Support and Capital Phase It.  IN, Support and Capital Phase It.  Boold-880 Cross Connect It.  Congestion Management A. J. Webster Street SMART Congestion Management Hov!  Resolution 10-004 Authorize Contracts for I-880 Southbourd HOV!  Resolution 10-004 Authorize Contracts for I-880 Southbourd Agreement with Management of Agreement with Management Management of Agreement of Consultant Toevelopment of the TEP O. Approval of App	Approval of The Commission approved staff's i Legislative Program positions for measures on the Now County Measure F; (b) oppose Pro 25; and (d) oppose Proposition 26.	Alameda CTC accepting the Sponsorship for Competitive the SR2S Regional commit up the Application for the from the MT BiukeMobile Project and

Approval of Annual The Commission approved ACTIA's FY 2009-10 Year-End Investment Haggerty Investment Report. (ACTIA) **5**A

27-0

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# FY 2010/2011 Calendar of CWC Meetings and Activities

CWC meets quarterly on the second Monday from 6:30 to 8:30 p.m. at Alameda CTC offices

# July 12, 2010 CWC Meeting

- CWC Holds Public Hearing on CWC 8<sup>th</sup> Annual Report
- CWC Addresses Public Comments
- CWC Finalizes Annual Report and Publications
- Approval FY 10/11 Annual Calendar
- Approval of CWC Bylaws
- CWC Watch List for fiscal year 2010-2011 (Send letter to Jurisdictions reminding them of keeping CWC informed on projects/programs)

# November 8, 2010 CWC Meeting

- ACTIA Audit and Internal Presentation
- CWC Annual Report Publication Update
- Update on Program Compliance Workshop
- Cost Allocation Policy
- Quarterly Alameda CTC Commission Action Items

## January 10, 2011 CWC Meeting

- Sponsor Compliance Audits and Reports Forwarded to CWC without Staff Analysis
- Projects, Programs, Financial and Contracting Procedures Overview/Update
- Project Sponsor Presentations if requested
- Quarterly Alameda CTC Commission Action Items

## March 14, 2011 CWC Meeting

- Summary of Sponsor Audits/Programs Report Card to CWC
- Approve Draft Annual Report Outline
- Budget Update
- Update on Board Actions Affecting Fiscal Year 2010/2011
- Quarterly Alameda CTC Commission Action Items
- Project Sponsor Presentations if requested

## **April 2011 CWC Annual Report Subcommittee Meeting**

Prepare Draft Annual Report

# June 13, 2011 CWC Meeting

- Finalize Draft Annual Report
- Election of Officers
- Final Strategic Plan
- Final Current Year Budget and ACTIA Budget for Fiscal Year 2011/2012
- Quarterly Alameda CTC Commission Action Items
- Project Sponsor Presentations if requested

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# Meeting Date: November 8, 2010

# Alameda County Transportation Commission <u>Citizen Watchdog Committee</u> Roster and Attendance Fiscal Year 2010/2011

		Last	First	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '10*
	1 Mr.	Mr. Paxson, Chair	James	Pleasanton	EBEDA	Apr-01		N/A	0
.,	2 Ms.	. Lew, Vice-Chair	Jo Ann	Union City	Alameda County Mayors' Conference, D-2	Oct-07	Feb-10	Feb-12	0
(7)	3 Ms.	. Belchamber	Pamela	Berkeley	Alameda County Mayor's Conference, D-5	Mar-09		Mar-11	0
4	4 Mr.	Mr. Chavarin	Roger	Oakland	Alameda Labor Council AFL-CIO	Dec-08		Dec-10	0
(1)	5 Mr.	Mr. Dubinsky	Peter	Fremont	Supervisor Gail Steele, D-2	Oct-10		Oct-12	0
	6 Mr.	Mr. Gallagher	Thomas	Pleasanton	Alameda County Mayors' Conference, D-1	Jan-08	Feb-10	Feb-12	-
	7 Mr.	Mr. Geen	Arthur B.	Oakland	Alameda County Taxpayers Association	Jan-01		N/A	1
3	8 Mr.	Mr. Haussener	James	Castro Valley	Supervisor Nate Miley, D-4	Feb-10		Feb-12	0
0)	9 Ms.	Miriam	Hawley	Berkeley	League of Women Voters	Oct-10		Oct-12	0
10	0 Mr.	. Jensen	Erik	Oakland	East Bay Bicycle Coalition	May-10		May-12	0
11	1 Ms.	. Marr	Melody	San Leandro	Alameda County Mayors' Conference, D-3	Dec-09		Dec-11	1
12	2 Ms.	. Saunders	Harriette	Alameda	PAPCO	60-Inf		N/A	0
13	3 Mr.	: Stark	Dave	Pleasanton	Supervisor Scott Haggerty, D-1	Mar-08	Mar-10	Mar-12	1
14		Mr. Zika	George	Dublin	Alameda County Mayors' Conference, D-4	Feb-10		Feb-12	1
15	5 Mr.	Zukas	Hale	Berkeley	Supervisor Keith Carson, D-5	90-unf		Jun-11	0
16	2	Vacancy			Supervisor Alice Lai-Bitker, D-3				