LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

1362 Rutan Court, Suite 100 Livermore, CA 94551

FINANCE and ADMINISTRATION COMMITTEE MEETING / COMMITTEE OF THE WHOLE

COMMITTEE MEMBERS

JERRY PENTIN DON BIDDLE – CHAIR LAUREEN TURNER – VICE CHAIR

DATE: Tuesday, October 25, 2016

PLACE: Diana Lauterbach Room LAVTA Offices

1362 Rutan Court, Suite 100, Livermore

TIME: 4:00 p.m.

AGENDA

1. Call to Order and Pledge of Allegiance

2. Roll Call of Members

3. Meeting Open to Public

- Members of the audience may address the Committee on any matter within the general subject matter jurisdiction of the LAVTA Board of Directors.
- Members of the audience may address the Committee on items on the Agenda at the time the Chair calls for the particular Agenda item.
- Public comments should not exceed three (3) minutes.
- Agendas are published 72 hours prior to the meeting.
- No action may be taken on matters raised that are not on the Agenda.

4. Minutes of the September 27, 2016 Meeting of the F&A Committee

Recommendation: Approval

5. Treasurer's Report for August 2016 and September 2016

Recommendation: Staff recommends submitting the attached August 2016 and September 2016 Treasurer's Report to the Board for approval.

6. Fiscal Year 2016 Comprehensive Annual Financial Report (CAFR)

Recommendation: Staff recommends the Committee forward the Comprehensive Annual Financial Report (CAFR) for review and acceptance to the Board of Directors, prior to submitting the CAFR to the Government Finance Officers Association (GFOA) for award.

7. Rescind and Award a Contract for the LAVTA Rutan Maintenance Area Resurfacing Project

Recommendation: Staff recommends that Finance and Administration Committee recommend the Board approve rescind the contract award to DECS.

Staff further recommends that the Finance and Administration Committee recommend the Board: (1) award a contract to Raider Painting, the lowest responsive and responsible bidder for the LAVTA Rutan Maintenance Area Resurfacing Project #2015-14, for a total contract award of \$194,950.00; (2) authorize the Executive Director to sign the contract and issue an NTP to Raider Painting; and (3) approve a 10% project contingency of \$19,495.00 to be used at the discretion of the Executive Director.

8. Contract Award for LAVTA On-Call Engineering Consulting Services

Recommendation: Staff recommends that the Finance and Administration Committee recommend the Board authorize the Executive Director to execute three-year contracts with two one-year options with Diablo Engineering Group, Gannett Fleming Incorporated, and Kimley Horn and Associates Incorporated for on-call engineering services. Task orders will be awarded based on the most qualified firm for each scope or work.

- 9. Preview of Upcoming F&A Committee Agenda Items
- 10. Matters Initiated by Committee Members
- 11. Next Meeting Date is Scheduled for: November 22, 2016
- 12. Adjourn

Please refrain from wearing scented products (perfume, cologne, after-shave, etc.) to these meetings, as there may be people in attendance susceptible to environmental illnesses.

In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.

I hereby certify that this agenda was posted 72 hours in advance of the noted meeting.

/s/ Jennifer Suda	10/20/16	
LAVTA Administrative Services Department	Date	

On request, the Livermore Amador Valley Transit Authority will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. A written request, including name of the person, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service should be sent at least seven (7) days before the meeting. Requests should be sent to:

Executive Director

Livermore Amador Valley Transit Authority

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