

**HILLSBOROUGH TRANSIT AUTHORITY
AUDIT COMMITTEE MEETING
Friday, August 6, 2010, 9:00 AM
1201 E. 7th Avenue, 3rd Floor, Hillsborough Conference Room
Tampa, FL 33605**

Board Members Present

John Byczek
Fran Davin (via phone)
Michael York

(3)

Staff Members Present

David Armijo
Brenda Mowen
Lena Petit
David Persaud

Others Present

Clark Jordan-Holmes, Stiles, Taylor and Grace

CALL TO ORDER

Sign-In Sheets are attached.

The meeting began at 9:03 a.m.

Director Davin participated via conference call.

MINUTES

Director York moved and Director Davin seconded approval of the May 27, 2010, Audit Committee meeting minutes. All Committee members present voted aye. The motion carried unanimously.

DISCUSSION ITEM

Ms. Brenda Mowen, HART Chief Administrative Officer, informed the Committee members that the purpose of the meeting is to report about the findings of the ethics examination and, as a result of it, change the recommendation of the audit committee to the full Board of Directors. She briefed the Committee members on the history of the Request for Proposal and the Evaluation Committee ranking. Ms. Mowen indicated that the scoring received from the Evaluation Committee members was reviewed by HART Procurement staff to ensure that HART's Procurement policies were followed. She said this review resulted in the decision to remove the scoring and comments submitted by one of the Evaluation Committee members. Ms. Mowen mentioned that this, however, did not affect the ranking of the top two firms. She reported that one of the firms submitted a bid protest, but later withdrew it. Ms. Mowen noted staff's finding that there was a violation of the procurement communication policy by one of the firms that is not recommended for the award, and that a separate investigation will be conducted to that effect.

Ms. Mowen commented that HART's standard solicitation provision requires that communication is limited during procurement process. She mentioned that an external attorney reviewed this procurement and came to a conclusion that one of the firms violated the communications policy and demonstrated unethical behavior thus was not eligible for further consideration. Ms. Mowen said the firm apologized to HART and withdrew its proposal. She stated that this action resulted in the change in the ranking of the top three firms.

Director Davin commented on the large spread between the lowest and the highest ranking. Ms. Mowen pointed out that Crowe Horwath submitted a very high quality proposal that identified the key personnel that would be assigned to work with HART staff. She noted that their price was in line with anticipated costs.

Mr. Armijo added that the economy challenges dictate interesting developments in the bid process, and HART received interest from major firms who would not bid this contract in the past.

Mr. Jordan-Holmes advised the Committee members to select the top three firms that will be advanced to the full Board.

Director Davin made a motion to accept the staff recommendation and advance the top three firms as ranked by the Selection Committee to the full HART Board of Directors for their review and authorization for the contract award. Director York seconded. All Committee members present voted aye. The motion carried unanimously.

ADJOURNMENT

The meeting adjourned at 9:15 a.m.