



METROPOLITAN  
TRANSPORTATION  
COMMISSION

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**ADMINISTRATION COMMITTEE**

July 9, 2008  
MINUTES

*Bill Dodd, Chair*  
Napa County and Cities

*Scott Haggerty, Vice Chair*  
Alameda County

*Tom Ammiano*  
City and County of San Francisco

*Tom Azumbrado*  
U.S. Department of Housing  
and Urban Development

*Tom Bates*  
Cities of Alameda County

*Bob Blanchard*  
Sonoma County and Cities

*Dean Chu*  
Cities of Santa Clara County

*Dave Cortese*  
Association of Bay Area Governments

*Dorene M. Giacomini*  
U.S. Department of Transportation

*Federal D. Glover*  
Contra Costa County

*Anne W. Halsted*  
San Francisco Bay Conservation  
and Development Commission

*Steve Kinsey*  
Marin County and Cities

*Sue Lempert*  
Cities of San Mateo County

*Jon Rubin*  
San Francisco Mayor's Appointee

*Bijan Sartipi*  
State Business, Transportation  
and Housing Agency

*James P. Spering*  
Solano County and Cities

*Adrienne J. Tissier*  
San Mateo County

*Amy Worth*  
Cities of Contra Costa County

*Ken Yeager*  
Santa Clara County

*Steve Heminger*  
Executive Director

*Ann Flemer*  
Deputy Executive Director, Operations

*Andrew Fremier*  
Deputy Executive Director,  
Bay Area Toll Authority

*Therese W. McMillan*  
Deputy Executive Director, Policy

**Attendance**

Vice Chair Bates called the meeting to order at approximately 10:22 a.m. Committee members present were: Commissioners Cortese, Glover, Sartipi, and Tissier. Other commissioners present were: Dodd, Haggerty, Chu, Giacomini, Halsted, Lempert, Rubin, Spering, and Worth.

**CONSENT**

**Minutes**

The Committee received and approved as written the meeting minutes of June 11, 2008.

**Contract Amendment – Pavement Management Technical Assistance Program (P-TAP), Round 10**

The Committee authorized the Executive Director or his designee to amend the existing contracts with Adhara Systems, AMS Consulting, GeoData Analytics, Harris & Associates, Infrastructure Management Services, Nichols Consulting Engineers, and Pavement Engineering Inc. with combined amounts not to exceed \$903,871 for consulting services for the FY 2008-09 Pavement Management Technical Assistant Program. The MTC portion of the funding (excluding local share) is \$800,197.

**Contract Amendment – Third Party Contract Audit and Attestation Services for FY 2008-09: Caporicci & Larson**

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with Caporicci & Larson increasing the contract amount by \$255,000 to provide Third-party Contract Audit and Attestation Services for FY 2008-09.

**Contract Amendment – Third Party Contract Review and Consulting Services for FY 2008-09: KPMG LLP**

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with KPMG LLP in an amount not to exceed \$430,000 to conduct internal control management reviews of the TransLink® contractor, a general audit of the TransLink® program expenses, and other third party attestations during FY 2008-09.

**MTC Resolution No. 3867 – Traffic Congestion Relief Act Funds**

The Committee approved the referral of MTC Resolution No. 3867 to the Commission to provide assurances that the Traffic Congestion Relief Act (TCRA) funds received by MTC will not backfill or supplant funding from other sources.

**Purchase Order: Information Technology Network Planning and Technical Support Consulting Services – Sable Computer, Inc. (dba KIS Computer Center)**

The Committee authorized the Executive Director or his designee to issue a purchase order with Sable Computer, Inc. (dba KIS Computer Center) in an amount not to exceed \$50,000 for FY 2008-09, with an option to renew for FY 2009-10 and 2010-11 (not to exceed \$150,000 for a three-year period) to assist MTC's Information Technology (IT) staff in a variety of network security, upgrade and performance enhancement projects.

**MONTHLY FINANCIAL STATEMENTS**

The Committee received the following monthly financial reports for the month of May: Operating Income for May 2008; Report of Operating Expenditures for FY 2007-08 through May 2008; Report of Capital Projects for FY 2007-08 through May 2008; FY 2007-08 Contract Services Disbursement Report for May 2008. For the month of May 2008, the monthly financial report listed eight (8) purchase orders executed by the Executive Director between \$2,500 and \$55,000.

The Committee also received a comparison of the budget and actual revenue and expenditures through May 2008.

**INVESTMENT REPORT**

The Committee received the Investment Reports for the month of May 2008.

**Contract Amendment – Professional Technical Service For Replacement of the Advanced Toll Collection & Accounting System (ATCAS) on the State-owned Bridges: PricewaterhouseCoopers, LLP**

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with PricewaterhouseCoopers, LLP in an amount not to exceed \$1,025,200 for FY 2008-09 through FY 2010-22 to review and test the internal controls built into the new toll collection system (ATCAS II) for the state-owned bridges in the Bay Area.

**Contract – Regional Agencies Climate Protection Program: Elmwood Consulting**

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract with Elmwood Consulting in an amount not to exceed \$125,000 to assist with the implementation of the Regional Agencies Climate Protection Program.

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Administration Committee Meeting Minutes

**OTHER BUSINESS/PUBLIC COMMENT/ADJOURNMENT/NEXT MEETING**

There being no further business or public comment, the meeting was adjourned at approximately 10:32 a.m. The next Committee meeting date will be on September 10, 2008 in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.

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