



METROPOLITAN
TRANSPORTATION
COMMISSION

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ADMINISTRATION COMMITTEE

April 14, 2010
MINUTES

Attendance

Chair Bates called the meeting to order at 11:35 a.m. Committee members present were: Commissioners Cortese, Daly, Dodd, Glover and Kinsey. Other Commissioners present were: Haggerty, Tissier, Chu, Giacoppini, Halsted, Lempert, MacKenzie, Rein-Worth, Rubin, Sperring and Yeager.

CONSENT

Minutes

The Committee received and approved as written the meeting minutes of March 10, 2010.

Monthly Financial Statements

The Committee received the following monthly financial reports for the month of February: Operating Income through February 2010; Report of Operating Expenditures for FY 2009-10 through February 2010; Report of Capital Projects for FY 2009-10 through February 2010; FY 2009-10 Contract Services Disbursement Report for February 2010. For the month of February 2010, the monthly financial report listed seventeen (17) 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 February 2010.

INVESTMENT REPORT

The Committee received the Investment Reports for the month of February 2010.

**Contract Amendment – Regional Airport System Planning Analysis (RASPA)
Update: SH&E an ICF Company**

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with SH&E in an amount not to exceed \$247,000 for additional work related to the RASPA update including public workshops, development of mid-point alternatives screening, and final reports. The Chief Financial Officer was directed to set aside funds for such contract.

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Administration Committee Meeting Minutes

Contract – Regional Transit Capital Inventory Phase 2: Booz Allen Hamilton, Inc.

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract with Booz Allen Hamilton, Inc., for technical consulting services for Phase 2 of the Regional Transit Capital Inventory project in an amount not to exceed \$350,000. The Chief Financial Officer was directed to set aside funds for such contract.

Resolution No. 3953 - FY 2010-11 Overall Work Program (OWP) Planning Certification, and Authorization for Execution of Agreement for Federal Planning Grants

The Committee referred MTC Resolution No. 3953 to the Commission to approve MTC's Overall Work Program (OWP) for transportation planning activities in the nine-county San Francisco Bay Area for FY 2010-11, certify that MTC's planning process is in conformance with the applicable joint metropolitan transportation planning and programming regulations of the U.S. Department of Transportation, and authorize MTC's Executive Director to apply for and execute an agreement with the U.S. Department of Transportation for grants to aid in the financing of the OWP.

OTHER BUSINESS/PUBLIC COMMENT/ADJOURNMENT/NEXT MEETING

There being no further business or public comment, the meeting was adjourned at 11:40 a.m. The next Committee meeting date will be on May 12, 2010 in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.