



METROPOLITAN  
TRANSPORTATION  
COMMISSION

Joseph P. Bort MetroCenter  
101 Eighth Street  
Oakland, CA 94607-4700  
TEL 510.817.5700  
TTY/TDD 510.817.5769  
FAX 510.817.5848  
E-MAIL info@mtc.ca.gov  
WEB www.mtc.ca.gov

2a

*Adrienne J. Tissier, Chair*  
San Mateo County

*Amy Rein Worth, Vice Chair*  
Cities of Contra Costa County

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

*Tom Bates*  
Cities of Alameda County

*David Campos*  
City and County of San Francisco

*Dave Cortese*  
Santa Clara County

*Bill Dodd*  
Napa County and Cities

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

*Federal D. Glover*  
Contra Costa County

*Mark Green*  
Association of Bay Area Governments

*Scott Haggerty*  
Alameda County

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

*Steve Kinsey*  
Marin County and Cities

*Sam Liccardo*  
Cities of Santa Clara County

*Jake Mackenzie*  
Sonoma County and Cities

*Kevin Mullin*  
Cities of San Mateo County

*Bijan Sartipi*  
State Business, Transportation  
and Housing Agency

*James P. Spering*  
Solano County and Cities

*Scott Wiener*  
San Francisco Mayor's Appointee

*Steve Heminger*  
Executive Director

*Ann Flemer*  
Deputy Executive Director, Policy

*Andrew B. Fremier*  
Deputy Executive Director, Operations

## ADMINISTRATION COMMITTEE

December 14, 2011  
MINUTES

### Attendance

Chair Cortese called the meeting to order at approximately 9:58 a.m. Committee members present were: Committee Vice Chair Wiener, Commissioners Campos, Dodd, Glover, and Kinsey. Commissioners Tissier and Rein-Worth were present as Ex-Officio voting members. Other Commissioners present as ad hoc members of the Committee were: Giacopini, Green, Haggerty, Halsted and Mackenzie.

**Item 2: Consent Calendar:** Upon the motion of Commissioner Cortese and second by Commissioner Dodd, the following items on the Consent Calendar were approved unanimously.

### Item 2a: Minutes

The Committee received and approved as written the meeting minutes of November 9, 2011.

### Item 2b: Monthly Financial Statements

The Committee received the following monthly financial reports for the month of October: Report of Operating Income for FY 2011-12 as of October 2011; Report of Operating Expenditures for FY 2011-12 as of October 2011; Report of Capital Projects for FY 2011-12 as of October; Report of Clipper<sup>®</sup> Enterprise Projects as of October 2011; FY 2011-12 Contract Services Disbursement Report for October 2011. For the month of October 2011, 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 vs. actual plus encumbrance salaries and benefits through October 2011.

### Item 2c: Investment Report

The Committee received the Investment Report for the month of October 2011.

**Item 2d: Contract Amendments: Ancillary Audits and Consulting Services:**

- i. Caporicci & Larson CPA, Oakland, CA
- ii. KPMG LLP, Sacramento, CA
- iii. Deloitte & Touche, LLP, San Francisco, CA
- iv. Macias, Gini & O'Donnell LLP, Walnut Creek, CA

The Committee authorized the Executive Director or his designee to negotiate and enter into contract amendments with the above four firms in cumulative amounts not to exceed \$250,000, to perform the assurance, audit and consulting services for MTC, MTC SAFE and BATA for fiscal year ending June 30, 2012. Additionally, the Executive Director or his designated representative may assign the audit engagements to any of these firms based on MTC's requirements, firm expertise, and staff availability as long as the total amount of all amendments does not exceed \$250,000 (for a total of \$520,000 for the fiscal year). The Chief Financial Officer was authorized to set aside funds for such amendments.

**Item 2e: Contract Amendment – StreetSaver® Software Development, Maintenance & Support Services: DevMecca.com**

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with DevMecca.com for StreetSaver software development, maintenance and support services and the Chief Financial Officer was authorized to set aside funds up to \$605,000 for such amendment.

**Item 2f: Contract Amendment: Pavement Management Technical Assistance Program (P-TAP) Round 13:**

- i. Adhara Systems, San Jose, CA (\$220,000)
- ii. Associated Engineering Consultants, Redding, CA (\$65,000)
- iii. AMS Consulting, Pleasanton, CA (\$210,500)
- iv. Capitol Asset & Pavement Services, Salem, OR (\$300,000)
- v. Harris & Associates, Concord, CA (\$405,000)
- vi. Pavement Engineering Inc., Petaluma, CA (\$220,000)

The Committee authorized the Executive Director or his designated representative to negotiate and enter into contract amendments with each of the above-listed firms for the Pavement Management Technical Assistance Program, in the amounts stated, to provide technical assistance in implementing pavement management systems for jurisdictions in the San Francisco Bay Area. The Chief Financial Officer was directed to set aside funds up to \$1,720,887 in FY 2011-12 for such amendments.

**Item 3: Contract Amendment: UrbanSim Visualization Tool for Plan Bay Area: The Regents of the University of California**

Ashley Nguyen, MTC Planning, requested the Committee's approval to negotiate and enter into a contract amendment in an amount not to exceed of \$400,000 with the Regents of the University of California to provide for consultant assistance to further develop and integrate two urban simulation land use modeling tools: UrbanSim, which is an economic and land use model for planning and analysis of urban development, and UrbanVision, a 3D visualization tool for showcasing alternative planning scenarios at regional and neighborhood scales for Plan Bay Area.

**Item 3: Contract Amendment: UrbanSim Visualization Tool for Plan Bay Area: The Regents of the University of California** (continued)

She advised that over the past year, MTC and ABAG staffs have been working with Dr. Paul Waddell of the University of California, to develop the UrbanVision software application to support Plan Bay Area's outreach process planned for January 2012.

Ms. Nguyen introduced Dr. Waddell who provided a demo presentation of the UrbanVision tool.

Commissioner Campos requested an explanation of the requested amendment amount and asked if staff anticipated any additional amendments. Ms. Nguyen responded that the original contract amount was used to produce the current stage of the product. The amendment amount would further develop the product to assist staff to define the preferred scenario for Plan Bay Area and to define alternative scenarios that staff is required to evaluate per CEQA and the EIR. Additionally, Ms. Nguyen responded that an example of an additional amendment might be to further refine the tools to produce additional analysis to assist in the understanding of growth patterns that cross boundaries.

Commissioner Campos asked what process was exercised to select this contractor. Ms. Nguyen responded that some of the factors that justified a sole source justification contract with the University of California were Dr. Waddell's vast academic and professional experience; he was on the development team of UrbanSim and UrbanVision; and when staffs were researching visualization tools to use as part of the Sustainable Communities Strategy and outreach efforts, it was determined that this tool possessed the highest impact and was most useful in the direct application to the work that is being conducted.

Vice Chair Rein Worth asked if UrbanVision had a modeling capability that could take various assumptions (traffic congestion, parking, biking and pedestrian walkways) and illustrate impacts at a local/community level. Dr. Waddell responded that there is an interactive land use planning editor in the software that allows local jurisdictions and planners to edit for different scenarios: zoning, set backs, height restrictions, floor area ratios and parking requirements, which can then be used with UrbanSim to analyze the impact on real estate development, real estate pricing, housing locations, etc. This tool can provide information to local jurisdictions to change planning policies that could interact with their transportation system to determine patterns in development.

Commissioner Kinsey asked about any added value components of the software. Dr. Waddell responded that the next phase of work would provide an analytical basis by connecting land use modeling and further refining that land use model to do pro-forma analysis on real estate development projects and capacity build-out analyses using the zoning editor to provide an analytical component to assist in further developing general plan assumptions in different jurisdictions.

Commissioner Halsted asked if there will be an ability to evaluate the impact on other infrastructure issues such as schools and parks resulting from this analysis. Dr. Waddell responded that further development will integrate these issues in an analytical component. Commissioner Mackenzie commented that a Sonoma County public workshop is scheduled on January 9, and asked if there would be different visualizations representing the Hwy 101 corridor.

**Item 3: Contract Amendment: UrbanSim Visualization Tool for Plan Bay Area: The Regents of the University of California** (continued)

Ms. Nguyen responded that all of the workshops will be set up in station sections. One station will be dedicated to discuss and illustrate the preferred scenarios utilizing the UrbanVision tool allowing the public to appraise the scenarios and provide feedback.

It was moved by Commissioner Kinsey and seconded by Vice Chair Rein Worth to authorize the Executive Director or his designee to negotiate and enter into a contract amendment with the University of California to deliver the UrbanSim Visualization Application and the Chief Financial Officer was directed to set aside funds up to \$400,000 for such amendment. Motion passed unanimously.

**Item 4: MTC Resolution No. 4011, Revised – FY 2011-12 MTC Agency Budget**

Brian Mayhew, MTC CFO, presented the FY 2011-12 MTC Agency Budget which increases the MTC operating budget for FY 2011-12. The proposed budget amendment reflects an agency reorganization and contains an increase of five regular staff positions and one project-based position. Additionally, the balance of the amendment consists of carryover funding approved in prior years and new FY 2011-12 budget amendments. The new FY 2011-12 budget amendment of \$5,332,793 consists mainly of new grants awarded to MTC after approval of the budget in June. The largest of the new grants is the \$5 million award from the U.S. Department of Housing and Urban Development for MTC, ABAG, and a host of partners to develop a Regional Prosperity Plan.

Commissioner Cortese asked how the grant would affect ABAG. Steve Heminger, MTC Executive Director responded that there would be no negative impact on ABAG as the grant will go to new expenses.

It was moved by Commissioner Campos and seconded by Commissioner Wiener to refer Resolution No. 4011 to the Commission for approval. Motion passed unanimously.

**Item 5: Other Business/Public Comment/Adjourn**

There being no further business or public comment, the meeting was adjourned at approximately 10:28 a.m. The next Committee meeting date will be on January 11, 2012 in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.

