



**METROPOLITAN
TRANSPORTATION
COMMISSION**

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Steve Heminger
Executive Director

Ann Flemer
Deputy Executive Director, Policy

Andrew B. Fremier
Deputy Executive Director, Operations

ADMINISTRATION COMMITTEE

March 6, 2013

MINUTES

Attendance

Committee Vice Chair Wiener called the meeting to order at approximately 2:10 p.m. Committee members present were: Commissioners Aguirre, Bates, Campos, Dodd and Sartipi. Commission Chair Worth was present as an Ex-Officio voting member. Other Commissioners present as ad hoc non-voting members of the Committee were: Giacopini, Haggerty, Spering and Tissier.

Item 2: Consent Calendar:

Upon the motion of Commissioner Aguirre 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 February 13, 2013.

Item 2b: Monthly Financial Statements

The Committee received the following monthly financial reports for the month of January: Report of Operating Income for FY 2012-13 as of January 2013; Report of Operating Expenditures for FY 2012-13 as of January 2013; Report of Capital Projects for FY 2012-13 as of January 2013; Life to Date Federal Grants Budget as of January 2013; Report of Clipper[®] Operating and Capital Budgets as of January 2013; Disbursement Reports for January 2013; Capital Projects Disbursement Reports for January 2013; and Clipper Projects Disbursement Reports for January 2013. For the month of January 2013, the monthly financial report listed six (6) purchase orders executed by the Executive Director between \$2,500 and \$55,000 and

The Committee also received a comparison of the budget vs. actual plus encumbrance salaries and benefits through January 2013.

Item 2c: Investment Report

The Committee received the Investment Report for the month of January 2013.

Item 2d: Resolution No. 4092 – Contract Authorization for FY 2013-14 Caltrans Environmental Justice Planning Grant: National Indian Justice Center – Safe Journeys: Tribal Strategic Transportation Safety Planning

The Committee authorized the Committee to refer Resolution No. 4092 to the Commission for approval.

Item 3: Regional Express Lane Network: Recommendation to Amend the Bay Area Infrastructure Financing Authority (BAIFA) Board and Assign Responsibilities to BAIFA.

Andrew Fremier, Deputy Executive Director, Operations advised that this item was presented at the earlier March 6, 2013 at BATA Oversight meeting and that any amendments to BAIFA need be approved by both MTC and BATA.

- a. MTC Resolution No. 3769, Revised – Amend the Bay Area Infrastructure Financing Authority (BAIFA) Board.
- b. Resolution No. 4087 – Delegate MTC Express Lane Responsibilities to BAIFA.

Upon the motion of Commissioner Dodd and second by Commissioner Campos, the Committee unanimously referred to the Commission for approval, MTC Resolution No. 3769, Revised and MTC Resolution No. 4087.

Item 4: Regional Express Lane Network Contract Actions:

Lisa Klein, MTC Operations asked for the Committee's approval to authorize the Executive Director or his designee to negotiate and enter into contract amendments with the firms below respectively to: a) extend program management assistance through completion of Phase 1 project approval/environmental document; b) complete the environmental document and project approval for Phase 1 and begin at-risk design; and c) support development of toll system requirements and procurement of a toll systems operator. These contracts support the implementation of the initial projects in the Regional Express Lane Network.

- a. *Contract Amendment – Technical Assistance: Parsons Brinkeroff, Inc. (\$925,000)*

Ms. Klein provided an affirmative answer to Commissioner Bates' question as to whether the current vendor would have the opportunity to re-bid on this contract in FY 2014.

Upon the motion of Commissioner Campos and second by Commissioner Dodd, the Committee unanimously approved the above contract amendment.

- b. *Contract Amendment – Phase 1 Project Approval/Environmental Document: HDR, Inc. (\$3,000,000)*

In reference to the \$3 million amendment, Commissioner Campos asked if MTC was precluding other vendors (locally) to compete for this contract. Ms. Klein advised that HDR is on BATA's on-call nine member consultant services bench and is qualified to provide

design support services to BATA and MTC. Furthermore, when HDR was hired, she advised that MTC went to the bench and solicited proposals from a subset of entities that were judged to be qualified. She stated and believed that this is consistent with the original procurement.

Upon the motion of Commissioner Campos and second by Commissioner Aguirre, the Committee approved the above contract amendment by a vote of 4 to 1. Aye votes were made by Committee members Wiener, Aguirre, Bates and Campos. Nay vote was cast by Commissioner Dodd.

c. *Contract Amendment – Electronic Toll Services System Manager: Atkins North America, Inc. (\$3,000,000)*

Commissioner Campos asked if scope of work was being added to the contract which was for a much smaller amount and questioned why \$3,000,000 is the amendment amount and not the original contract amount. Steve Heminger, MTC Executive Director advised scope was not being added and acknowledged this initial error.

Upon the motion of Commissioner Dodd and second by Commissioner Bates, the Committee approved the above contract amendment by a vote of 4 to 1. Aye votes were made by Committee members Wiener, Aguirre, Bates and Dodd. Nay vote was cast by Commissioner Campos.

In regards to the Express Lane/HOT Lane Network, Commissioner Spering expressed his concern with Caltrans' current ramp metering policy that allows each city jurisdiction to decide whether to turn on the ramp meters. He strongly suggested that a more coordinated approach for multiple jurisdictions be imposed. Mr. Heminger advised staff would draft a policy regarding this issue for further consideration by MTC's Programming and Allocations Committee. Commissioner Bates asked that new legislation also be considered to enforce this idea.

Commissioner Sartipi advised that Caltrans' current policy to work with local jurisdictions is neither mandated nor legislated and he recognizes that it has taken longer than initially intended.

Chair Worth expressed the collective benefits of the Express Lane Network to the region.

Item 5: Other Business/Public Comment/Adjournment

There being no further business or public comment, the meeting was adjourned at approximately 2:33 p.m. The next Committee meeting date will be on April 10, 2013 at 9:35 a.m. in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.