



**BAY AREA TOLL AUTHORITY (BATA)
 OVERSIGHT COMMITTEE**
 July 9, 2014
 MINUTES

AMY REIN WORTH, CHAIR
 Cities of Contra Costa County

DAVE CORTESE, VICE CHAIR
 Santa Clara County

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 Cities of San Mateo County

TOM AZUMBRADO
 U.S. Department of Housing
 and Urban Development

TOM BATES
 Cities of Alameda County

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 City and County of San Francisco

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 Napa County and Cities

DORENE M. GIACOPINI
 U.S. Department of Transportation

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 Contra Costa County

SCOTT HAGGERTY
 Alameda County

ANNE W. HALSTED
 San Francisco Bay Conservation
 and Development Commission

STEVE KINSEY
 Alameda County and Cities

SAM LICCARDO
 San Jose Mayor's Appointee

MARK LUCE
 Association of Bay Area Governments

JAKE MACKENZIE
 Solano County and Cities

JOE PIRZYNSKI
 Cities of Santa Clara County

JEAN QUAN
 Oakland Mayor's Appointee

BIJAN SARTIPI
 California State
 Transportation Agency

JAMES P. SPERING
 Solano County and Cities

ADRIENNE J. TISSIER
 San Mateo County

SCOTT WIENER
 San Francisco Mayor's Appointee

STEVE HEMINGER
 Executive Director

ANDREW B. FREMIER
 Deputy Executive Director

Attendance

Chair Bill Dodd convened the meeting at 9:44 a.m. In addition to Chair Dodd, the following Committee members were in attendance: David Campos, Jean Quan, Bijan Sartipi, Adrienne Tissier and Scott Wiener.

Other BATA Commissioners in attendance as ad hoc non-voting members included: Dorene Giacopini, Scott Haggerty, Anne Halsted, and Jake Mackenzie.

Also present were Ex-Officio voting members BATA Chair Amy Rein Worth and BATA Vice Chair Dave Cortese.

BATA Authority Chair Amy Rein Worth was deputized at the beginning of the meeting to complete a quorum at the start of the meeting.

Consent Calendar

Upon the motion of Commissioner Worth and the second of Commissioner Tissier, the Committee unanimously approved the following consent items:

- Minutes of the June 11, 2014 meeting
- BATA Financial Statements – May 2014
- Contract – Project Control and Project Management System: e-Builder (\$490,000)
- Contract Amendment – On-Call Construction Management Services: San Francisco-Oakland Bay Bridge East Span Replacement Project: Hatch Mott MacDonald (\$950,000)

Briefing on Agency On-Call Bench Contracts

Melanie Crotty, BATA Operations Director, provided the Committee with an update and overview on the on-call consultant bench contracts. The benches provide MTC, BATA, and other related agencies access to pre-qualified panels of consultants who provide professional services, such as architectural, engineering, legal and banking services. The benches have been primarily established by issuance of Requests for Qualifications (RFQ) where consultants are pre-qualified primarily based on skills, knowledge, and experience.

Ms. Crotty went on to explain that there are 17 active benches throughout MTC and its sister agencies. The bench under which the greatest total dollar amounts have been awarded is the Construction Management and Design Services bench. Within the 17 active benches there are 104 pre-qualified firms. Sixty-three contracts have been issued, of which nine were to Small Business Enterprises (SBE's).

The majority of the work is initiated by task order. These bench contracts have been important to the agency for a number of reasons, as they help to provide a nimble response to unanticipated projects, allow the Agency to tap into a range of expertise and experience, and also allow the agency to divide the work into smaller jobs, so that small and disadvantaged businesses can participate.

Lastly, Ms. Crotty mentioned that the Executive Director Management Memorandum (EDMM) for contracts is being revised with input from staff and the office of General Counsel to better address and provide clarity on the selection and award of bench contracts and task orders.

Peter Lee, BATA Staff, provided a summary of work performed under the 2011 on-call Construction Management and Design Services bench contracts. Services provided by these bench contracts allowed the Agency to deliver a number of large and small projects, including work at the San Francisco-Oakland Bay Bridge Toll Plaza, seismic retrofit of the Dumbarton and Antioch Bridges, repairs of ramp meters, and work in support of the Regional Express Lanes Network. In 2014, Mr. Lee noted that a new Construction Management and Design Services bench was established that includes several small business prime contractors. Under the new bench, the Authority has approved contracts to support design for the Richmond San Rafael Bridge Access Improvements, renovation of the Bridge Yard Building at the Bay Bridge, and Express Lanes projects.

Commissioner Campos asked for information on the amount of outreach made to Small Business Enterprise firms. Ms. Denise Rodrigues, MTC Contracts Compliance Manager, replied that all procurements are posted on the MTC web site and that MTC conducts extensive outreach for its procurements including pre-bid conferences and informational sessions, where contractors are invited to come in and learn about the job. Further, MTC collaborates with local small business councils and participates in Caltrans' CalMentor program to outreach with firms.

Commissioners Campos and Haggerty requested that additional information be provided on the amount of work going to SBE's. Commissioner Quan stated that she would like more of an effort on MTC's part to outreach and give Disadvantaged Business Enterprises and SBE's opportunity to do business. Staff proposed to provide an update at the end of the year.

Contract Amendment – On-Call Design Services: Project Approval/Environmental Documentation Preparation for Gateway Park Project and SFOBB Oakland Bicycle-Pedestrian Connection: T.Y. Lin International (\$650,000)

Upon the motion of Commissioner Tissier and the second of Commissioner Worth the Committee unanimously authorized the Executive Director or his designee to negotiate and enter into a contract amendment in an amount not to exceed \$650,000 with T.Y. Lin International to provide on-call design services to prepare a separate Project Approval/Environmental Documentation (PA/ED) for the San Francisco-Oakland Bay Bridge Regional Bicycle-Pedestrian Connection and the Chief Financial Officer was directed to set aside such funds for such contract amendment.

Other Business/Public Comment/Next Meeting/Adjournment

There being no further business or public comment, the meeting was adjourned at 10:15 a.m.

The next BATA Oversight Committee meeting is scheduled for Wednesday, September 10, 2014 at 101 8th Street, 1st Floor, Lawrence D. Dahms Auditorium, Oakland, CA.