



METROPOLITAN
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COMMISSION

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Agenda Item: 2a

ADMINISTRATION COMMITTEE

January 14, 2015
MINUTES

Any Rein Worth, Chair
Cities of Contra Costa County

Dave Cortese, Vice Chair
Santa Clara County

Alicia C. Aguirre
Cities of San Mateo County

Tom Azunbrado
U.S. Department of Housing
and Urban Development

Jason Baker
Cities of Santa Clara County

Toni Bates
Cities of Alameda County

David Campos
City and County of San Francisco

Dorene M. Giacomini
U.S. Department of Transportation

Federal D. Glover
Contra Costa County

Scott Haggerty
Alameda County

Anne W. Halstad
San Francisco Bay Conservation
and Development Commission

Steve Kinsey
Marin County and Cities

Sam Liccardo
San Jose Mayor's Appointee

Mark Luce
Association of Bay Area Governments

Jake Mackenzie
Sonoma County and Cities

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

Vacant
Napa County and Cities

Steve Heninger
Executive Director

Alix Bockelman
Deputy Executive Director, Policy

Andrew B. Fremier
Deputy Executive Director, Operations

Attendance

Committee Chair Tissier called the meeting to order at 10:12 a.m. Other Committee members present were: Committee Vice Chair Wiener and Commissioners Baker, Bates, Campos, Glover, Luce and Sartipi. Commission Chair Worth and Commission Vice Chair Cortese were present as Ex-Officio voting members. Other Commissioners present as ad hoc non-voting members of the Committee were: Aguirre, Giacomini, Haggerty, Kinsey, Mackenzie, Pierce, and Spering.

Item 2: Consent Calendar:

Upon the motion of Commissioner Campos and the second of Commissioner Glover, the following items on the Consent Calendar were approved unanimously.

Item 2a: Minutes

The Committee received and approved as written the meeting minutes of December 10, 2014.

Item 2b: Monthly Financial Statements

The Committee received the following monthly financial reports as of November 2014: Report of Operating Income for FY 2014-15; Report of Operating Expenditures for FY 2014-15; Report of Capital Budgets for FY 2014-15; Report of Life to Date Federal Grants Budget; Report of Clipper® Operating and Capital Budgets; Disbursement Report; Capital Projects Disbursement Report; and Clipper® Projects Disbursement Report.

For the month of November, the monthly financial report did not list any purchase orders or contracts issued under \$100,000.

The Committee also received a comparison of the budget vs. actual plus encumbrances, including salaries and benefits, through November 2014.

Item 2c: Investment Report

The Committee received the Investment Report for the month of November 2014.

Item 2d: Contract Amendment – Quality Acceptance for MTC P-TAP Projects: California State University, Chico Research Foundation (\$150,000)

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with California State University, Chico Research Foundation to provide quality acceptance services to ensure quality data is available for the management of street and road assets and regional needs assessment. The Chief Financial Officer was authorized to set aside \$50,000 in FY 2014-15, and, subject to approval of future agency budgets, \$50,000 in FY 2015-16 and \$50,000 in FY 2016-17, for such amendment.

Item 2e: Lease Renewal – MTC-ABAG Parking Lot: State of California Department of Transportation (\$71,471)

The Committee authorized the Executive Director or his designee to negotiate and enter into a lease renewal with the State of California Department of Transportation to rent and allow continued use of the MTC and ABAG staff parking lot located under Highway 880, between Madison Street and Oak Street and 5th and 6th Streets in Oakland through June 30, 2019. The Chief Financial Officer was authorized to set aside \$71,471 for such lease renewal.

Item 2f: Contract – Regional Means-Based Transit Fare Pricing Study: CH2M Hill (\$199,940)

The Committee authorized the Executive Director or his designee to negotiate and enter into a consulting contract with CH2M Hill to develop and prepare a study of means-based transit fare scenarios for the Bay Area for funding and implementing a regional means-based transit fare program or programs in the nine-county Bay Area, and determine the feasibility of implementing the scenarios. The Chief Financial Officer was authorized to set aside funds in the amount of \$199,940 for such agreement.

Item 2g: Contract Amendments: Pavement Management Technical Assistance Program (P-TAP) Round 16 (\$1,601,300)

- i. Adhara Systems, Inc., San Jose, CA (\$302,600)
- ii. AMS Consulting, LLC, Pleasanton, CA (\$278,700)
- iii. Capitol Asset & Pavement Services, Inc., Salem, OR (\$277,000)
- iv. Harris & Associates, Inc., Concord, CA (\$313,000)
- v. JG3 Consulting, LLC, Heath, OH (\$56,200)
- vi. Nichols Consulting Engineers, CHTD, Richmond, CA (\$313,500)
- vii. Quality Engineering Solutions Inc., Conneaut Lake, PA (\$60,300)

The Committee authorized the Executive Director or his designee to negotiate and enter into contract amendments with each of the firms listed above, in the respective amounts listed above, to provide technical assistance in implementing P-TAP by collecting data, running software, and identifying budget impacts on pavement conditions for jurisdictions in the San Francisco Bay Area. The Chief Financial Officer was directed to set aside funds in the amount of \$1,601,300 for such contract amendments.

Item 2h: Contract Amendment: Vital Signs Website Design and Development: Lowercase Productions (\$50,000)

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with Lowercase Productions to design and development work for the Vital Signs performance monitoring website, including pages for transportation, land use, economic, and environmental issues. The Chief Financial Officer was directed to set aside funds from the FY 2014-15 Agency budget for this purpose in the amount of \$50,000 for such contract amendment.

Item 2i: Contract Amendment: Communications Assistance for Regional Planning Activities: Barbary Coast Consulting (\$100,000)

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with Barbary Coast Consulting to provide task order-based assistance in areas that include writing text and producing display boards and other materials for upcoming public open houses for the update to Plan Bay Area and other communications assistance, such as with the Plan Bay Area website, fact sheets, presentations, and customized tool kits. The Chief Financial Officer was directed to set aside funds in the amount of \$100,000 for such amendment, contingent upon approval by the Commission of the MTC FY 2014-15 budget amendment for such funds.

Item 3: MTC Resolution No. 4151, Revised – FY 2014-15 MTC Agency Budget Revision

Brian Mayhew, MTC Chief Financial Officer, presented the revised MTC FY 2014-15 Agency Budget which includes new funds and prior year carryover funding.

Upon the motion of Commissioner Bates and second by Commissioner Wiener, the Committee unanimously agreed to refer MTC Resolution 4151, Revised to the Commission for approval.

Item 4: Closed Session: CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

At 10:14 a.m., the Committee met in closed session pursuant to Government Code Section 54956.9(a) and paragraph (1) of subdivision (d) of Government Code Section 54956.9 to confer with counsel regarding the following litigation:

Bay Area Citizens v. ABAG and MTC, et al., Alameda County Superior Court Case No.: RG-13690631; California First Appellate District, Division Two, Case No. A143058; *The Post Sustainability Institute; Rosa Koire; Michael Shaw v. ABAG and MTC, et al.*, Alameda County Superior Court Case No.: RG-13699215.

Item 5: Open Session

The Committee reconvened in open session at 10:25 a.m. Cynthia Segal, MTC Deputy General Counsel, reported that pursuant to Government Code Section 54956.9(a) and paragraph (1) of subdivision (d) of Government Code Section 54956.9, the Committee met in closed session to discuss the above litigation, and there were no reportable actions.

Item 6: Contract Amendment – Special CEQA Counsel: Thomas Law Group

Upon the motion of Commission Glover and the second of Commission Wiener, the Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with Thomas Law Group as Special CEQA Counsel, effective December 1, 2014. The Chief Financial Officer was directed to set aside funds for such contract amendment, (amount is confidential during the pending of this litigation), subject to approval by the Commission of the MTC FY 2014-15 budget amendment.

There being no further business or public comment, the meeting was adjourned at 10:37 a.m. The next Committee meeting will be on February 11, 2015 at 9:40 a.m. in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, California.