



**METROPOLITAN  
TRANSPORTATION  
COMMISSION**

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Agenda Item 2a

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

*Dave Cortese, Vice Chair*  
Santa Clara County

*Alicia C. Aguirre*  
Cities of San Mateo County

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

*Jason Baker*  
Cities of Santa Clara County

*Tom 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. Halsted*  
San Francisco Bay Conservation  
and Development Commission

*Steve Kinsey*  
Marin County and Cities

*Sam Liccardo*  
San Jose Mayor's Appointee

*Mark Luce*  
Napa County and Cities

*Jake Mackenzie*  
Sonoma County and Cities

*Julie Pierce*  
Association of Bay Area Governments

*Bijan Sartipi*  
California State  
Transportation Agency

*Libby Schaaf*  
Oakland Mayor's Appointee

*James P. Spering*  
Solano County and Cities

*Adrienne J. Tissier*  
San Mateo County

*Scott Wiener*  
San Francisco Mayor's Appointee

*Steve Heminger*  
Executive Director

*Alix Bockelman*  
Deputy Executive Director, Policy

*Andrew B. Fremier*  
Deputy Executive Director, Operations

**OPERATIONS COMMITTEE MINUTES**  
January 9, 2015

**ATTENDANCE:**

Chair Mackenzie called the MTC Operations Committee meeting to order at 10:46 a.m. Other Committee members in attendance were Commissioners Haggerty, Liccardo, Pierce and Spering. Commissioners Bates, Campos, Tissier and Wiener were present as ad hoc non-voting members. Commission Chair Rein Worth and Vice Chair Cortese were present in their ex-officio voting member capacity.

**CONSENT CALENDAR:**

Upon motion of Commissioner Spering, which was seconded by Commissioner Haggerty, the Committee unanimously approved the consent calendar, which included the following items:

- a) Minutes of December 12, 2014 meeting.
- b) Contract Amendment – Clipper<sup>®</sup> Customer Education/Outreach Services: Caribou Public Relations (\$30,000)

**Contracts – Freeway Service Patrol (FSP) Towing Services: Various Contractors (\$15,464,400)**

Melanie Crotty, Director, MTC Operations, gave an overview of the FSP procurement and planning process. Robert Rich, MTC SAFE, provided an overview of the service planning analysis SAFE staff performed before the procurement. Anika Jesi, MTC SAFE, described the procurement process and requested Committee approval of 16 four-year contracts for towing services on various FSP beats.

**Committee discussion:**

Commissioner Liccardo asked whether contracts could be priced on a payment-per-trip basis. Mr. Rich responded that it is in MTC's interest to have consistent long-term contracts based on an hourly rate because fixed costs are spread out over a four-year term.

Commissioner Haggerty asked staff to confirm that the pick-up trucks proposed for use on a portion of I-580 were equipped to push disabled vehicles from travel lanes, expressing concern about currently inaccessible highway shoulders in that area. Mr. Rich confirmed that a pick-up truck can push disabled vehicles out of a travel lane and stated that there would be two tow trucks that would support the pick-up truck in that area as well.

Commissioner Campos asked whether or not all the recommended tow contractors were currently working under the FSP program. Ms. Jesi confirmed that all contractors recommended for awards were existing FSP contractors.

**JANUARY MINUTES**

Commissioner Campos asked about the qualification requirement in the tow procurement and the number of contracts that were awarded to women and minority owned tow operators. Ms. Jesi described the experience requirements, stated that 9 of the 16 beats were awarded to businesses who were minority or women owned, and indicated that she would follow up with the precise breakdown.

Commissioner Campos asked about the methods used to advertise the procurement. Ms. Jesi replied that a note card was mailed to over 300 tow companies in the Bay Area with notification of the procurement and bidders conference, but that no additional outreach was undertaken. Commissioner Campos encouraged SAFE to increase its outreach in the future.

Upon motion of Commissioner Haggerty, which was seconded by Commissioner Spring, the Committee authorized the Executive Director or his designee to negotiate and enter into 16 four-year contracts with the tow contractors in the amounts specified in the memorandum, with a total amount not to exceed \$15,464,400 over a four year period and the Chief Financial Officer was directed to set aside this amount for the contracts, subject to Committee approval of MTC SAFE budgets.

**Public Comment/Other Business/Next Meeting/Adjournment:**

There being no further business, Chair Mackenzie adjourned the meeting at 11:04 a.m. The next meeting of the Operations Committee is scheduled for Friday, February 13, 2015 at 9:35 a.m. in the Lawrence D. Dahms Auditorium, Joseph P. Bort MetroCenter, Oakland, CA.