

OPERATIONS COMMITTEE
JUNE 8, 2007

MINUTES

ATTENDANCE

Chairperson Lempert convened the meeting at 10:55 a.m. In addition to Chairperson Lempert, the following Committee members were in attendance: Commissioners Azumbrado, Chu, Dodd, Haggerty, Rubin, Spring, and Yeager. Also in attendance was Commissioner Tissier.

CONSENT CALENDAR

The Committee unanimously approved the following items on the consent calendar:

- Minutes of May 11, 2007 Committee Meeting
- Vehicle Infrastructure Integration (VII) Phase 2 Support Services: Telvent Farradyne (\$700,000)
- Purchase Order – TransLink® Network Services: AT&T (\$320,000)
- Contract – TransLink® Distribution and Communications Planning and Support Services: Synapse Strategies (\$105,000)
- Contract Amendments – Freeway Performance Initiative Corridor Studies: Cambridge Systematics, Inc. (\$604,000), and CH2M Hill, Inc. (\$200,000)

Contract Amendment – Marketing, Web, and Communication Services: Swirl, Inc.
Ms. Shauna Callow, MTC staff, reported that this contract supports MTC, SAFE, and BATA customer service programs, which include 511, TransLink® and FasTrak. She noted that since 2006, Swirl has delivered marketing and promotional campaigns, performed market research, supported Web design and maintenance, and provided public relations support for MTC's customer service programs. This contract would support multiple projects, and each work activity is a separately negotiated task order. This approach would allow staff to control spending, and requires that each task be defined in detail and sets limits on the costs of each task.

Commissioner Lempert asked if Committee members would receive an evaluation of how successful they have been with the funding that was allocated to them. Ms. Callow responded that the contract supports multiple programs, and each program is responsible for defining/tracking their own performance and setting their own goals. Each program will report separately on the effectiveness of this contract.

Commissioner Worth moved to negotiate and enter into a contract with Swirl, Inc., in an amount not to exceed \$4,860,000, to provide marketing, web, and communication services support to MTC, SAFE, and BATA's customer service programs. Commissioner Yeager seconded the motion. The motion carried unanimously.

Contract Amendment – Freeway Service Patrol: Various Contractors

Ms. Danielle Stanislaus, MTC staff person, reported that in September 2006, this Committee approved moving all of the FSP tow contracts from a 3-year to a 4-year contract cycle. Therefore, in an effort to do this in the most effective manner possible, staff is requesting the Committee's approval of 1-year contract extensions to 12 existing FSP tow contracts to bring them onto the approved 4-year contract cycle. MTC SAFE staff recalculated the hourly rates for each beat based on the hours that have already been expended under the contract, and factored in the additional hours proposed with the fourth year of service. The resulting new hourly rates will take effect on July 1, 2007, and continue through June of 2009. Staff discussed these changes with all of the affected tow contractors, and price has been renegotiated to ensure that MTC SAFE does not overpay for providing this fourth year of tow service.

Commissioner Yeager moved to negotiate and enter into contract extensions with all of the tow contractors in the amount listed in the Request for Committee Approval, to provide Freeway Service Patrol tow services, in an amount not to exceed \$8,800,000. Commissioner Sperring seconded the motion. The motion carried unanimously.

MTC SAFE FY 2007-08 Budget. MTC SAFE Resolution No. 51

Mr. Jaime Maldonado, MTC staff person, reported on changes to the budget since last month's presentation to Committee members. He noted that there is an \$155,000 increase in transfers to MTC to fund equipment for a new Emergency Operation Center at Caltrans, District 4 offices, and to match CMAQ funds for an MTC telecommunications project; \$200,000 increase in consulting for an update to the SAFE Strategic Plan and to include a budget allocation for a technical advisor for an agreement that is already in place, and a \$13,000 increase for project operating expenses for telecom services and installation of in-vehicle GPS equipment. After a \$4.2 million transfer from reserve for next year's budget, the SAFE reserve will have a balance of approximately \$13.2 million.

Commissioner Haggerty moved to refer MTC SAFE Resolution No. 51 to the SAFE Authority for approval. Commissioner Rubin seconded the motion. The motion carried unanimously.

Public Comment/Other Business/Next Meeting/Adjournment

Commissioner Haggerty asked for a list of all FSP tow contractors that are currently doing business with MTC, and the areas that they are serving, when their contracts began, and when they are up for re-bidding. Staff will provide this information.

There being no other business, the meeting adjourned at 11:10 a.m. The Committee's next meeting is scheduled for Friday, July 13, 2007 at 9:45 a.m. in the Lawrence D. Dahms Auditorium, Joseph P. Bort MetroCenter, 101 Eighth Street, Oakland, California.

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