



METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
TEL 510.817.5700
TTY/TDD 510.817.5769
FAX 510.817.5848
E-MAIL info@mtc.ca.gov
WEB www.mtc.ca.gov

ADMINISTRATION COMMITTEE

January 9, 2008
MINUTES

Bill Dodd, Chair
Napa County and Cities

Scott Haggerty, Vice Chair
Alameda County

Tom Ammiano
City and County of San Francisco

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

Tom Bates
Cities of Alameda County

Bob Blanchard
Sonoma County and Cities

Dean Chu
Cities of Santa Clara County

Dave Cortese
Association of Bay Area Governments

Dorene M. Giacomini
U.S. Department of Transportation

Federal D. Glover
Contra Costa County

Anne W. Halsted
San Francisco Bay Conservation
and Development Commission

Steve Kinsey
Marin County and Cities

Sue Lempert
Cities of San Mateo County

Jon Rubin
San Francisco Mayor's Appointee

Bijan Sartipi
State Business, Transportation
and Housing Agency

James P. Spering
Solano County and Cities

Adrienne J. Tissier
San Mateo County

Amy Worth
Cities of Contra Costa County

Ken Yeager
Santa Clara County

Steve Heminger
Executive Director

Ann Flemer
Deputy Executive Director, Operations

Andrew Fremier
Deputy Executive Director,
Bay Area Toll Authority

Therese W. McMillan
Deputy Executive Director, Policy

Attendance

Vice Chair Bates called the meeting to order at 10:37 a.m. Committee members present were: Commissioners Ammiano, Cortese, Dodd, Glover, Haggerty, Sartipi, and Tissier. Other Commissioners present were: Chu, Giacomini, Halsted, Lempert, Rubin, and Yeager.

CONSENT

Minutes

The Committee received and approved as written the meeting minutes of December 12, 2007.

Contract Amendment: Network Security and Performance Consultant Sable Computer, Inc. d/b/a/ KIS Computer Center

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with Sable Computer, Inc. d/b/a KIS Computer Center in an amount not to exceed \$50,000 to assist MTC with enhancing security and performance of the agency's computer network.

Contract Amendment: StreetSaver® Software Development: DevMecca.com LLC

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with DevMecca.com LLC in an amount not to exceed \$135,000 to develop and maintain MTC's StreetSaver® pavement management program software.

FY 2007-08 Caltrans Planning Grants: Funding Agreement: National Indian Justice Center (NIJC)

The Committee authorized the Executive Director or his designee to negotiate and enter into a funding agreement with National Indian Justice Center (NIJC) in an amount not to exceed \$222,519 to conduct planning activities in accordance with State Planning and Research and State Highway Account grant objectives.

Contract Amendment: Solano Transportation Authority/I-80 Smart Growth Study

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with Solano Transportation Authority in an amount not to exceed \$114,750 to conduct additional work for the Smarter Growth Study along the I-80/Capitol Corridor Study.

FY 2007-08 Caltrans Planning Grants: MTC Resolution No. 3844, Permission to Contract

The Committee authorized the referral of MTC Resolution No. 3844 to the Commission to authorize the Executive Director or his designee to accept funds from Caltrans should the Transportation and Land Use Coalition (TALC) Safe Routes to Schools Community Walk Audit Program be awarded a grant under the FY 2008-09 Caltrans Environmental Justice Planning Grant.

Contract Amendment – Continued Internal Control Review: KPMG LLP

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with KPMG LLP in an amount not to exceed \$400,000 to perform SAS 70 report for the TransLink® center, and other internal control review.

MONTHLY FINANCIAL STATEMENTS

The Committee accepted in writing the following monthly financial reports for the month of November: Operating Income for November 2007; Report of Operating Expenditures for FY 2007-08 through November 2007; Report of Capital Projects for FY 2007-08 through November 2007; FY 2007-08 Contract Services Disbursement Report for November 2007. For the month of November 2007, the monthly financial report listed fourteen (14) purchase orders executed by the Executive Director between \$2,500 and \$55,000.

The Committee received a comparison between budget and actual revenue and expenditures through November 2007.

INVESTMENT REPORT

The Committee accepted for information the Investment Reports for the months of November 2007.

Resolution No. 3818, Revised – MTC Agency Budget Revision to FY 2008

The Committee authorized the referral of MTC Resolution No. 3818 to the Commission to amend the FY 2007-08 MTC operating budget by \$9,036,220 including an operating budget increase of \$6,538,285 and capital budget increase of \$2,497,935.

OTHER BUSINESS/PUBLIC COMMENT/ADJOURNMENT/NEXT MEETING

There being no further business or public comment, the meeting was adjourned at approximately 10:42 a.m. The next Committee meeting date will be on February 13, 2008 in the Claremont Conference Room – 2nd Floor, 101 Eighth Street, Oakland, CA.