



Metropolitan Transportation Commission

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105

Meeting Agenda

Administration Committee

Committee Members:

*Gina Papan (Chair), Victoria Fleming (Vice Chair)
Margaret Abe-Koga, Cindy Chavez, Federal Glover, Nate Miley,
Hillary Ronen, Sheng Thao*

Non-Voting Members: Dina El-Tawansy, Libby Schaaf

Wednesday, September 13, 2023

9:40 AM

Board Room - 1st Floor

The Administration Committee is scheduled to meet at 9:40 a.m. or immediately following the 9:35 a.m. BATA Oversight Committee meeting.

Meeting attendees may opt to attend in person for public comment and observation at 375 Beale Street, Board Room (1st Floor). In-person attendees must adhere to posted public health protocols while in the building. The meeting webcast will be available at <https://mtc.ca.gov/whats-happening/meetings/live-webcasts>. Members of the public are encouraged to participate remotely via Zoom at the following link or phone number.

Members of the public participating by Zoom wishing to speak should use the “raise hand” feature or dial *9. When called upon, unmute yourself or dial *6. In order to get the full Zoom experience, please make sure your application is up to date.

Attendee Link: <https://bayareametro.zoom.us/j/81951906054>

iPhone One-Tap: US:

+13462487799,,81951906054# US (Houston)

+12532050468,,81951906054# US

Join by Telephone (for higher quality, dial a number based on your current location) US:

888 788 0099 (Toll Free) or 877 853 5247 (Toll Free)

Webinar ID: 819 5190 6054

International numbers available: <https://bayareametro.zoom.us/u/kdGKXVylyr>

Detailed instructions on participating via Zoom are available at:

<https://bayareametro.zoom.us/u/kdR1hznEgA>

<https://mtc.ca.gov/how-provide-public-comment-board-meeting-zoom>

Members of the public may participate by phone or Zoom or may submit comments by email at info@bayareametro.gov by 5:00 p.m. the day before the scheduled meeting date. Please include the committee or board meeting name and agenda item number in the subject line. Due to the current circumstances, there may be limited opportunity to address comments during the meeting. All comments received will be submitted into the record.

1. Call to Order / Roll Call / Confirm Quorum

Quorum: A quorum of this committee shall be a majority of its regular non-ex-officio voting members (5).

2. Consent Calendar

- 2a.** [23-1005](#) Approval of Administration Committee Minutes of the July 12, 2023 Meeting
Action: Committee Approval
Attachments: [2a 23-1005 07-12-2023 Administration Draft Minutes v1.pdf](#)
- 2b.** [23-1083](#) Contract - Transportation Development Act (TDA) Performance Monitoring: Pierlott & Associates, LLC (\$340,372)
Action: Committee Approval
Presenter: Terence Lee
Attachments: [2b 23-1083 Contract TDA Performance Monitoring.pdf](#)
- 2c.** [23-1087](#) Contract - Vital Signs Web Development and Data Engineering Services: Peak Digital, LLC (\$1,101,150)
Action: Committee Approval
Presenter: Elliot Huang
Attachments: [2c 23-1087 Contract Vital Signs Web Development Data Engineering Ser](#)
- 2d.** [23-1088](#) Consultant Bench: 2023 Transit Passenger Surveying Services Bench - Cycle 1: (ETC Institute; Corey, Canapary & Galanis; Resource Systems Group, Inc.)
Action: Committee Approval
Presenter: Shimon Israel
Attachments: [2d 23-1088 Consultant Bench 2023 Transit Passenger Surveying Services](#)
- 2e.** [23-1035](#) MTC Investment Report for June 2023 (Unaudited)
Action: Information
Presenter: Natalie Perkins
Attachments: [2e 23-1035 MTC Investment Report June 2023.pdf](#)
 [2e 23-1035 Attachment A Comprehensive Investment Holdings.pdf](#)

3. Approval

3a. [23-1007](#) Contracts for Resilient State Route 37 Program

Request for authorization to negotiate and enter into consultant contracts to support the Resilient State Route 37 Program:

- i. Innovative Financing and Delivery Strategies for Resilient SR 37 - Ernst & Young U.S. LLP dba Ernst & Young Infrastructure Advisors LLC (Ernst & Young) in an amount not to exceed \$1,500,000)
- ii. State Route 37 Project Control and Delivery Support - William R. Gray and Company DBA Gray-Bowen-Scott (GBS) in an amount not to exceed \$1,000,000).

Action: Committee Approval

Presenter: Kevin Chen

Attachments: [3a 23-1007 Contracts for Resilient SR37 Program.pdf](#)
[3a 23-1007 Presentation Slides.pdf](#)

4. Public Comment / Other Business

*Commissioners and members of the public participating by Zoom wishing to speak should use the "raise hand" feature or dial *9. When called upon, unmute yourself or dial *6.*

5. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on Wednesday, October 11, 2023 at 9:40 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA. Any changes to the schedule will be duly noticed to the public.

Public Comment: The public is encouraged to comment on agenda items at Committee meetings by completing a request-to-speak card (available from staff) and passing it to the Committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Meeting Conduct: If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the Committee may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

Record of Meeting: Committee meetings are recorded. Copies of recordings are available at a nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site (mtc.ca.gov) for public review for at least one year.

Accessibility and Title VI: MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 415.778.6757 or 415.778.6769 for TDD/TTY. We require three working days' notice to accommodate your request.

可及性和法令第六章: MTC 根據要求向希望來委員會討論有關事宜的殘疾人士及英語有限者提供服務/方便。需要便利設施或翻譯協助者，請致電 415.778.6757 或 415.778.6769 TDD / TTY。我們要求您在三個工作日前告知，以滿足您的要求。

Acceso y el Titulo VI: La MTC puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Comisión. Para solicitar asistencia, por favor llame al número 415.778.6757 o al 415.778.6769 para TDD/TTY. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

Attachments are sent to Committee members, key staff and others as appropriate. Copies will be available at the meeting.

All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are subject to change by the Committee.

MTC's Chair and Vice-Chair are ex-officio voting members of all standing Committees.