



Metropolitan Transportation Commission Meeting Minutes

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

Administration Committee

Committee Members:

Federal D. Glover, Chair Jeannie Bruins, Vice Chair

*Carol Dutra-Vernaci, Nick Josefowitz, Gina Papan,
Hillary Ronen, Libby Schaaf, Amy R. Worth
Non-Voting Member: Tony Tavares*

Wednesday, February 12, 2020

9:35 AM

Board Room - 1st Floor

Call Meeting to Order

1. Roll Call / Confirm Quorum

Present: 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen, Commissioner Schaaf and Commissioner Worth

Non-Voting Member Absent: Commissioner Tavares

Ex Officio Voting Members Present: Commission Chair Haggerty and Commission Vice Chair Pedroza

Ad Hoc Non-Voting Members Present: Commissioner Giacomini and Commissioner Mackenzie

2. Consent Calendar

Upon the motion by Commissioner Papan and the second by Commissioner Bruins, the Consent Calendar was unanimously approved by the following vote:

Aye: 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen, Commissioner Schaaf and Commissioner Worth

2a. [20-0104](#) Minutes of the January 8, 2020 meeting

Action: Committee Approval

2b. [20-0105](#) Investment Report for November 2019

Action: Information

Presenter: Catherine Cam

2c. [20-0106](#) MTC Financial Statements for November 2019

Action: Information

Presenter: Raymond Woo

2d. [20-0107](#) Monthly Travel Report and International Travel Request

Action: Committee Approval

Presenter: Raymond Woo

2e. [20-0112](#) Contract Amendment - StreetSaver® Software Development, Maintenance, and Support: DevMecca.com, LLC (\$3,900,000)

Action: Committee Approval

Presenter: Sui Tan

2f. [20-0119](#) Contract Amendment - Pavement Management Technical Assistance Program (P-TAP) Round 21 (\$1,623,400): AMS Consulting, LLC (\$250,000), Nichols Consulting Engineers, CHTD (\$247,400), Capitol Asset & Pavement Services, Inc. (\$264,500); Harris & Associates, Inc. (\$224,300); Pavement Engineering, Inc. (\$181,100); Quality Engineering Solutions Inc. (\$180,600); Fugro Roadware, Inc. (\$175,500); Bellecci & Associates, Inc. (\$100,000)

Action: Committee Approval

Presenter: Christina Hohorst

3. Approval**3a.** [20-0122](#) Contract - Professional Auditing Services: Crowe LLP (\$1,066,000)

A request for approval of a five-year contract with Crowe LLP to provide the annual financial and compliance audit services, with two one-year renewal options, subject to annual budgetary approval. The contract amount for FY 2019-20 is not to exceed \$1,066,000. The estimated total amount of the five-year contract with 2.5 percent inflation assumption is \$5,178,601.

Action: Committee Approval

Presenter: Brian Mayhew

Upon the motion by Commissioner Papan and the second by Commissioner Worth, the Committee unanimously approved the contract with Crowe LLP. The motion carried by the following vote:

Aye: 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen, Commissioner Schaaf and Commissioner Worth

4. Public Comment / Other Business

5. Adjournment / Next Meeting:

The next meeting of the Administration Committee is scheduled to be held on March 11, 2020 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA 94105.