



Metropolitan Transportation Commission Meeting Minutes

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

Administration Committee

Gina Papan, Chair *Victoria Fleming, Vice Chair*

Wednesday, October 11, 2023

9:40 AM

Board Room - 1st Floor

Chair Papan called the meeting to order at 9:45 a.m.

1. Roll Call / Confirm Quorum

Present: 5 - Commissioner Chavez, Commissioner Miley, Chair Papan, Commissioner Ronen and Vice Chair Fleming

Absent: 3 - Commissioner Abe-Koga, Commissioner Glover and Commissioner Thao

Non-voting member present: Commissioner Schaaf

Non-voting member absent: Commissioner El-Tawansy

2. Consent Calendar

Upon the motion by Commissioner Chavez and seconded by Vice Chair Fleming, the Consent Calendar was unanimously approved by the following vote:

Aye: 5 - Commissioner Chavez, Commissioner Miley, Chair Papan, Commissioner Ronen and Vice Chair Fleming

Absent: 3 - Commissioner Abe-Koga, Commissioner Glover and Commissioner Thao

2a. [23-1107](#) Approval of Administration Committee Minutes of the September 13, 2023 Meeting

Action: Committee Approval

2b. [23-1101](#) Contract Amendment - Transit Transformation Action Plan Accessibility Items: Nelson\Nygaard Consulting Associates, Inc. (\$371,170)

Action: Committee Approval

Presenter: Drennen Shelton

2c. [23-1141](#) Purchase Order Contract - Enterprise Resource Planning (ERP) Strategic Advisory Services and Implementation Support: Slalom, LLC (\$1,600,000)

Action: Committee Approval

Presenter: Sean Bugler

- 2d. [23-1152](#) Contract Amendment - Digital Engagement and Promotion Services: Craft & Commerce, LLC (\$443,000)

Action: Committee Approval

Presenter: Khristina Wenzinger

- 2e. [23-1198](#) MTC Resolution No. 3619, Revised. Recommended Revisions to Executive Director's Signature Authority.

Action: Commission Approval

Presenter: Michael Brinton

- 2f. [23-1216](#) Bid Protest of Project Finance Advisory Limited (PFAL) - Delegation of Appointment of Hearing Panel on Appeal of Protest Determination and Delegation of Authority to Decide Appeal

Action: Committee Approval

Presenter: Michael Brinton

3. Public Hearing

- 3a. [23-1218](#) Public Hearing: Application to HUD PRO Housing Grant Program

Public hearing to receive comments on MTC's proposed application to the U.S. Department of Housing and Urban Development's new Pathways to Removing Obstacles to Housing (PRO Housing) grant program.

Action: Information

Presenter: Daniel Saver

The following members of the public were called to speak: Carli Paine (BART), Aissia Ashoori (City of El Cerrito), and Nick Wilder (Related California).

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on Wednesday, November 8, 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.