



Metropolitan Transportation Commission

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

Meeting Agenda

Administration Committee

Gina Papan, Chair *Victoria Fleming, Vice Chair*

Wednesday, July 10, 2024

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/86180781550>

iPhone One-Tap: US:

+16699006833,,86180781550# US (San Jose)

+14086380968,,86180781550# US (San Jose)

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: 861 8078 1550

International numbers available: <https://bayareametro.zoom.us/j/kc24rfV6G0>

Detailed instructions on participating via Zoom are available at:

<https://bayareametro.zoom.us/j/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.

Clerk: Carsie Bonner

Roster

**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**

1. Call to Order / Roll Call / Confirm Quorum

A quorum of the Commission/Committee/Authority shall be a majority of its voting members (5).

2. Consent Calendar

- 2a.** [24-0756](#) Approval of Administration Committee Minutes of June 12, 2024, Meeting.
Action: Committee Approval
Attachments: [2a 24-0756 6-12-2024 Administration Draft Minutes.pdf](#)
- 2b.** [24-0740](#) Purchase Order - Gartner for IT Leaders: Gartner, Inc (\$350,000)
Action: Committee Approval
Presenter: Shauna Callow
Attachments: [2b 24-0740 Purchase Order Contract Gartner.pdf](#)
- 2c.** [24-0782](#) Contract Amendment - Transit Connected Network Planning (Transit 2050+): Fehr & Peers (\$450,000).
Action: Committee Approval
Presenter: Kara Vuicich
Attachments: [2c 24-0782 Contract Amendment FehrandPeers.pdf](#)
- 2d.** [24-0820](#) Contract - Santa Clara VTA Transit Passenger Survey: ETC Institute, Inc. (\$670,000).
Action: Committee Approval
Presenter: Shimon Israel
Attachments: [2d 24-0820 Contract VTA Survey.pdf](#)

3. Committee Approval

- 3a. [24-0844](#) State Route 37 Sears Point to Mare Island Improvement Project Phase 1 Contract Actions:
- i. Cooperative Agreement - Integrated Team for Design: Caltrans (\$4,500,000)
 - ii. Contract Amendment - On-Call Design Services: AECOM Technical Services (\$1,400,000)

Authorization to negotiate and enter into the following contracts to support the State Route 37 Sears Point to Mare Island Improvement Project Phase 1 ("Project").

Action: Committee Approval

Presenter: Kevin Chen

Attachments: [3a 24-0844 Contracts SR 37 Caltrans AECOM.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 September 11, 2024 at 9:40 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.

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 Título 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.

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



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 24-0756 **Version:** 1 **Name:**

Type: Minutes **Status:** Consent

File created: 5/22/2024 **In control:** Administration Committee

On agenda: 7/10/2024 **Final action:**

Title: Approval of Administration Committee Minutes of June 12, 2024, Meeting.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Subject:
Approval of Administration Committee Minutes of June 12, 2024, Meeting.

Recommended Action:
Committee Approval

Attachments: List any attachments.



Metropolitan Transportation Commission Meeting Minutes

Item 2a

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

Administration Committee

Gina Papan, Chair *Victoria Fleming, Vice Chair*

Wednesday, June 12, 2024

10:35 AM

Board Room - 1st Floor

Roster

**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

Chair Papan called the meeting to order at 10:54 a.m.

1. Call to Order / Roll Call / Confirm Quorum

Present: 6 - Commissioner Abe-Koga, Vice Chair Fleming, Commissioner Glover, Commissioner Miley, Chair Papan and Commissioner Ronen

Absent: 2 - Commissioner Chavez and Commissioner Thao

Commissioner Chavez stepped away during the Roll Call and returned prior to voting of the Consent Calendar.

Non-voting members present: Commissioner El-Tawansy and Commissioner Schaaf

Ex Officio Voting Members Present: Commission Chair Pedroza, Vice Chair Josefowitz, Commissioner Mahan and Commissioner Spering.

Ad-Hoc Non-voting members present: Commissioner Giacomini

2. Consent Calendar

Upon the motion by Commissioner Glover and seconded by Commissioner Abe-Koga, the Consent Calendar was unanimously approved by the following vote:

Aye: 7 - Commissioner Abe-Koga, Commissioner Chavez, Vice Chair Fleming, Commissioner Glover, Commissioner Miley, Chair Papan and Commissioner Ronen

Absent: 1 - Commissioner Thao

2a. [24-0644](#) Approval of Administration Committee Minutes of May 8, 2024 Meeting.

Action: Committee Approval

- 2b. [24-0635](#) Contract - Plan Bay Area 2050+ Environmental Impact Report: Ascent Environmental, Inc. (\$1,100,000).

Action: Committee Approval

Presenter: Adam Noelting

- 2c. [24-0637](#) Contract Amendment - On-call Engagement Support: WSP USA, Inc., (\$200,000).

Action: Committee Approval

Presenter: Leslie Lara-Enríquez

3. Approval

- 3a. [24-0641](#) Enterprise Resource Planning (ERP) Program Update and Contract Actions:
- i. Purchase Order - Oracle Cloud Subscription Services: Mythics, LLC/ Mythics VIII, LLC (\$2,600,000);
 - ii. Contract - Oracle System Integration Services: Mythics, LLC/ Mythics VIII, LLC (\$8,500,000); and
 - iii. Purchase Order Amendment - Enterprise Resource Planning (ERP) Strategic Advisory Services and Implementation Support: Slalom, Inc. (\$2,500,000)

Action: Committee Approval

Presenter: Nick Roethel

Diane Shaw was called to speak.

Upon the motion by Commissioner Chavez and seconded by Commissioner Glover, the Committee unanimously voted to forward the item to the Commission for approval with the following condition: staff to provide a report back to the Committee that includes a risk assessment and strategic approach to maintaining a multi-year relationship with one vendor. The motion carried by the following vote:

Aye: 7 - Commissioner Abe-Koga, Commissioner Chavez, Vice Chair Fleming, Commissioner Glover, Commissioner Miley, Chair Papan and Commissioner Ronen

Absent: 1 - Commissioner Thao

- 3b.** [24-0657](#) Consultant Bench - 2024 Investment Management and Advisory Services - Cycle 1 (Chandler Asset Management, Inc.; Meeder Public Funds, Inc.; Public Trust Advisors, LLC; and U.S. Bancorp Asset Management, Inc. dba PFM Asset Management LLC)

Contract Approvals - Not to Exceed \$7,600,000 in aggregate (Chandler Asset Management, Inc.; Meeder Public Funds, Inc.; Public Trust Advisors, LLC; and U.S. Bancorp Asset Management, Inc. dba PFM Asset Management LLC)

Action: Committee Approval

Presenter: Derek Hansel

Upon the motion by Commissioner Chavez and seconded by Vice Chair Fleming, the Committee unanimously approved the Consultant Bench - 2024 Investment Management and Advisory Contract Actions. The motion carried by the following vote:

Aye: 7 - Commissioner Abe-Koga, Commissioner Chavez, Vice Chair Fleming, Commissioner Glover, Commissioner Miley, Chair Papan and Commissioner Ronen

Absent: 1 - Commissioner Thao

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on July 10, 2024 at 9:40 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.

Chair Papan adjourned the meeting at 11:36 a.m.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 24-0740 **Version:** 1 **Name:**

Type: Contract **Status:** Consent

File created: 5/15/2024 **In control:** Administration Committee

On agenda: 7/10/2024 **Final action:**

Title: Purchase Order - Gartner for IT Leaders: Gartner, Inc (\$350,000)

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Subject:
Purchase Order - Gartner for IT Leaders: Gartner, Inc (\$350,000)

Presenter:
Shauna Callow

Recommended Action:
Committee Approval

Attachments: List any attachments.

Metropolitan Transportation Commission
Administration Committee

July 10, 2024

Agenda Item 2b-24-0740

Purchase Order – Gartner for IT Leaders: Gartner, Inc (\$350,000)

Subject:

Authorization to issue a Purchase Order (PO) to Gartner, Inc. in an amount not to exceed \$350,000 to provide strategic technology advisory services.

Background:

Under a prior PO and subsequent amendments approved by Executive Director authority, Gartner, Inc. has provided technology advisory for the agency since 2015. This proposed PO contract provides essential advisory services for technical leadership, including assessments of current hardware and software environments, planning for environment and process optimization, best practices for managing inventory, resources and communicating with agency staff and leadership. Gartner, Inc was instrumental in the planning of the technological infrastructure at 375 Beale, providing reviews and assessments of technology and vendors to help select the most reliable and cost-effective solutions. Gartner’s advisory services and analytical tools have equipped MTC/ABAG business units with comparison analyses, use cases, and industry public sector standards to help drive informed decision-making and contribute to successful outcomes. The exponential growth of technology demands with the agency’s modernization, has prompted an increase in the need for Gartner’s services to be extended to additional technology leadership situated throughout the agency, beyond the Technology Services section.

The services provided by Gartner are considered training, professional development and support, falling under Executive Director Management Memorandum (EDMM) 352’s exception #2, which exempts the services from the procurement processes defined in EDMM 352. .

Gartner Inc. is not a small business enterprise or a disadvantaged business enterprise and Gartner Inc. has no subconsultants on this engagement.

Issues:

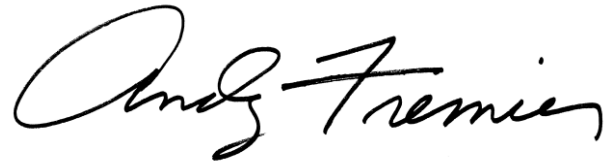
None identified.

Recommendations:

Staff recommends that the Committee authorize the Executive Director or designee to approve the issuance of a PO to Gartner, Inc., for advisory services in an amount not to exceed \$350,000.

Attachments:

- Request for Committee Approval – Summary of Proposed Purchase Order

A handwritten signature in black ink that reads "Andrew B. Fremier". The signature is written in a cursive, flowing style.

Andrew B. Fremier

Request for Committee Approval

Summary of Proposed Purchase Order

Work Item No.: 1161

Consultant: Gartner Inc.,
Stamford, CT

Work Project Title: Gartner Inc, renewal

Purpose of Project: Provide strategic technology advisory services

Brief Scope of Work: Strategic advisory services including technology assessment and implementation support, process optimization and resource management, best practices and benchmarking, and agency stakeholder engagement

Project Cost Not to Exceed: \$350,000

Funding Source: General Funds

Fiscal Impact: Funds for this agreement are included in MTC's FY 2024-25 budget (\$350,000)

Motion by Committee: That the Executive Director or designee is authorized to issue a purchase order to Gartner Inc., for strategic advisory services in an amount not to exceed \$350,000 as described above and in the Administration Committee Summary Sheet dated July 10, 2024, and that the Chief Financial Officer is authorized to set aside \$350,000 for such purchase order in FY 2024-25.

Administration Committee:

Gina Papan, Chair

Approved: July 10, 2024



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 24-0782 **Version:** 1 **Name:**

Type: Contract **Status:** Consent

File created: 5/23/2024 **In control:** Administration Committee

On agenda: 7/10/2024 **Final action:**

Title: Contract Amendment - Transit Connected Network Planning (Transit 2050+): Fehr & Peers (\$450,000).

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Subject:
Contract Amendment - Transit Connected Network Planning (Transit 2050+): Fehr & Peers (\$450,000).

Presenter:
Kara Vuicich

Recommended Action:
Committee Approval

Attachments: List any attachments.

Metropolitan Transportation Commission
Administration Committee

July 10, 2024

Agenda Item 2c-24-0782

**Contract Amendment – Transit Connected Network Planning (Transit 2050+):
Fehr & Peers (\$450,000)**

Subject:

Authorization to negotiate and enter into a contract amendment with Fehr & Peers for Transit Connected Network Planning (Transit 2050+) (“Project”) and Plan Bay Area 2050+ coding and modeling for both transit and other transportation projects in an amount not to exceed \$450,000, for a new contract not to exceed amount of \$2,760,000.

Background:

Transit 2050+ advances [Transit Transformation Action Plan](#) Action #18 to “fund, develop and adopt a Bay Area Connected Network Plan” by applying a connected network planning approach to the comprehensive update of the six transit-related strategies in Plan Bay Area 2050’s Transportation Element. While Plan Bay Area 2050 envisioned a robust connected transit network for the region, the rapid changes in commute patterns brought about by the COVID-19 pandemic, significant reductions in anticipated transportation revenue through 2050, and the challenges posed by our region’s fragmented transit system identified in the Transit Transformation Action Plan necessitated a more comprehensive update to the Plan’s transit-related strategies. Consequently, Transit 2050+ is being undertaken as a parallel planning process to the limited and focused Plan Bay Area update (Plan Bay Area 2050+) in close coordination with transit operators. The Transit 2050+ recommended transit network will identify the strategies and investments (capital and operating) envisioned for the next decade through 2035 and over the long term through 2050. This network will flow directly into the development of the Plan Bay Area 2050+ Final Blueprint in summer 2024.

Following a competitive procurement that concluded in May 2023, this Committee authorized an agreement with Fehr & Peers in an amount not to exceed \$2,000,000 to conduct the Project at its June 2023 meeting. The term of the agreement spanned June 2023 thru December 2025. This Committee authorized an amendment of \$310,000 in April 2024 to complete the Network Performance Assessment for Transit 2050+ and additional technical work to fully support integration of the final Transit 2050+ Network into the Plan Bay Area 2050+ Final Blueprint in fall 2024, as well as minor scope expansions related to the needs, gaps, and opportunities analysis.

Fehr & Peers has successfully completed the draft Project Performance Assessment which included transit and other transportation project coding and modeling using MTC’s regional

travel model. Under this proposed amendment Fehr & Peers will provide the additional coding and modeling of transportation projects required to complete the Plan Bay Area 2050+ Final Blueprint and address any project modifications that may occur prior to adoption of the Final Blueprint.

Due to limited staff availability within MTC's Forecasting, Modeling, and Surveys team, consultant assistance with project coding and modeling is required to maintain the current Plan Bay Area 2050+ project schedule. Further delays to the schedule and delayed adoption of Plan Bay Area 2050+, which serves as the Regional Transportation Plan, could jeopardize funding eligibility for some Bay Area transportation projects.

Attachment A includes a list of Fehr & Peers Small Business Enterprise (SBE) and Disadvantaged Business Enterprise (DBE) status.

Issues:

None identified.

Recommendations:

Staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment with Fehr & Peers in an amount not to exceed \$450,000 for Transit Connected Network Planning (Transit 2050+), for a new total contract not to exceed amount of \$2,760,000.

Attachments:

- Attachment A – Disadvantaged Business Enterprise and Small Business Enterprise Status
- Request for Committee Approval – Summary of Proposed Contract Amendment



Andrew B. Fremier

Attachment A

Disadvantaged Business Enterprise and Small Business Enterprise Status

	Firm Name	Role on Project	DBE* Yes / No	If DBE Yes, List #	SBE** Yes / No	If SBE Yes, List #
Prime Contractor	Fehr & Peers	Prime	No			
Subcontractor	Kal Krishnan Consulting Services	Risk Analysis	Yes	5259		
Subcontractor	TMD	Transit Planning Consulting Services	Yes	49228		
	Leshner Planning and Transportation	Technical Documentation	Yes	51063		

*Denotes certification by the California Unified Certification Program (CUCP).

**Denotes certification by the State of California.

Request for Committee Approval

Summary of Proposed Consultant Contract Amendment

Work Item No.: 1517

Consultant: Fehr & Peers, Oakland, California

Work Project Title: Transit Connected Network Planning (Transit 2050+)

Purpose of Project: Integrate transit connected network planning into the forthcoming update of Plan Bay Area 2050, Plan Bay Area 2050+, through a comprehensive update to the six-transit related strategies in the plan.

Brief Scope of Work: Completion of additional transportation project coding and modeling to support Transit 2050+ and the Plan Bay Area 2050+ Final Blueprint.

Project Cost Not to Exceed: This amendment: \$450,000
Contract amount before this contract amendment: \$2,310,000
Maximum contract amount after this amendment: \$2,760,000

Funding Source: FY23-24: STP (\$250,000); FY24-25: General Fund (\$200,000)

Fiscal Impact: \$250,000 is included in the FY 2023-24 Agency Budget for Consultant/Professional fees for Plan Bay Area 2050+ Development; \$200,000 is requested in the FY 2024-25 Agency Budget for Transit 2050+.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with Fehr & Peers in an amount not to exceed \$450,000 for Transit Connected Network Planning (Transit 2050+) described above and in the Administration Committee Summary Sheet dated July 10, 2024 and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$450,000 for such contract amendment, subject to necessary budget approvals specified above.

Administration Committee:

Gina Papan, Chair

Approved: July 10, 2024



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 24-0820 **Version:** 1 **Name:**

Type: Contract **Status:** Consent

File created: 5/31/2024 **In control:** Administration Committee

On agenda: 7/10/2024 **Final action:**

Title: Contract - Santa Clara VTA Transit Passenger Survey: ETC Institute, Inc. (\$670,000).

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Subject:
Contract - Santa Clara VTA Transit Passenger Survey: ETC Institute, Inc. (\$670,000).

Presenter:
Shimon Israel

Recommended Action:
Committee Approval

Attachments: List any attachments.

Metropolitan Transportation Commission
Administration Committee

July 10, 2024

Agenda Item 2d-24-0820

Contract – Santa Clara VTA Transit Passenger Survey: ETC Institute. (\$670,000)

Subject:

Authorization to negotiate and enter a contract with ETC Institute in an amount not to exceed \$670,000 to survey Santa Clara Valley Transit Authority (VTA) transit passengers conducted as part of the 2023 Transit Passenger Surveying Services Bench (“Project”).

Background:

MTC collects travel behavior and demographic data for the region’s transit passengers to serve two agency needs. The first goal is to assist with Title VI of the 1964 Civil Rights Act compliance for regional expenditures and to facilitate various transit rider equity analyses. The second goal is to collect passenger travel pattern data for the refinement of MTC and partner agencies’ analytical planning tools, including regional and county-level travel demand models.

As part of regional Resolution 3866, the Transit Coordination Implementation Plan, MTC collects transit passenger demographic and travel pattern information at the route level in cooperation with transit agencies. Given the size of the regional transit fleet, such data collection takes five years to complete a full cycle of all Bay Area Transportation Development Act-claiming operators, surveying a few operators every spring and every fall. MTC paused this data collection program during the pandemic. Post-pandemic, MTC is attempting to keep the sequence of operators surveyed in the same order as data had been collected prior to 2020, which includes VTA as the next queued operator.

Procurement:

MTC issued a Request for Qualifications (RFQ) on June 29, 2023, to procure a bench of consultants or consultant teams to conduct the Project. Required services are authorized by Contract or Purchase Order and are based on the Preliminary Scope of Work included in the RFQ. The RFQ allows for services through June 30, 2028, with the option to renew through 2030. In September 2023, the Administration Committee approved a pre-qualified consultant panel of the following three firms: Corey, Canapary & Galanis; ETC Institute.; and RSG.

The bench consultant for the VTA survey was chosen via a direct select process. For the survey, the three pre-qualified consultants were provided with a project scope and schedule. Given the aggressive scope and timeframe for the project, ETC Institute was the only bench firm to propose and was selected to conduct the survey.

Attachment A includes a list of ETC Institute and its subcontractor's Small Business Enterprise (SBE) and Disadvantaged Business Enterprise (DBE) status.

Issues:

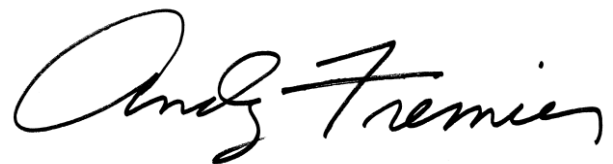
None identified.

Recommendations:

Staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into a contract in an amount not to exceed \$670,000 with ETC Institute for a survey of VTA passengers.

Attachments:

- Attachment A – Disadvantaged Business Enterprise and Small Business Enterprise Status
- Request for Committee Approval – Summary of Proposed Contract



Andrew B. Fremier

Attachment A

Disadvantaged Business Enterprise and Small Business Enterprise Status

	Firm Name	Role on Project	DBE* Yes / No	If DBE Yes, List #	SBE** Yes / No	If SBE Yes, List #
Prime Contractor	ETC Institute	Prime	No		No	
Subcontractor	ANIK Int	Subconsultant	Yes	42570	No	

**Denotes certification by the State of California.

Request for Committee Approval

Summary of Proposed Consultant Contract for VTA Passenger Survey

Work Item No.: 1122

Consultant: ETC Institute, Olathe, KS

Work Project Title: 2023 Transit Passenger Surveying Services Bench

Purpose of Project: Collect and analyze Bay Area regional transit passenger data in support of Title VI of the 1964 Civil Rights Act compliance, and to provide necessary data for the refinement of regional travel models.

Brief Scope of Work: Perform a survey of VTA passengers, capturing origin and destination locations and other trip milestones along with passenger household and person demographics.

Project Cost Not to Exceed: \$670,000

Funding Source: FY2024-25 budget: FTA 1602 (\$500,000)
VTA Funding Agreement (\$170,000)

Fiscal Impact: \$500,000 (FTA 1602) is included in the FY 2024-25 Agency Budget. VTA will provide funding up to \$170,000 in FY 2024-25.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with ETC Institute for a survey of VTA passengers described above and in the Administration Committee Summary Sheet dated July 10, 2024 for an amount not to exceed \$670,000 and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$670,000 for such contract.

Administration Committee:

Gina Papan, Chair



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 24-0844 **Version:** 1 **Name:**

Type: Contract **Status:** Committee Approval

File created: 6/7/2024 **In control:** Administration Committee

On agenda: 7/10/2024 **Final action:**

Title: State Route 37 Sears Point to Mare Island Improvement Project Phase 1 Contract Actions:
 i. Cooperative Agreement - Integrated Team for Design: Caltrans (\$4,500,000)
 ii. Contract Amendment - On-Call Design Services: AECOM Technical Services (\$1,400,000)

Authorization to negotiate and enter into the following contracts to support the State Route 37 Sears Point to Mare Island Improvement Project Phase 1 ("Project").

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Subject:
 State Route 37 Sears Point to Mare Island Improvement Project Phase 1 Contract Actions:
 i. Cooperative Agreement - Integrated Team for Design: Caltrans (\$4,500,000)
 ii. Contract Amendment - On-Call Design Services: AECOM Technical Services (\$1,400,000)

Authorization to negotiate and enter into the following contracts to support the State Route 37 Sears Point to Mare Island Improvement Project Phase 1 ("Project").

Presenter:
 Kevin Chen

Recommended Action:
 Committee Approval

Attachments: List any attachments.

Metropolitan Transportation Commission
Administration Committee

July 10, 2024

Agenda Item 3a-24-0844

State Route 37 Sears Point to Mare Island Improvement Project Phase 1 Contract Actions:

- i. Cooperative Agreement – Integrated Team for Design: Caltrans (\$4,500,000)**
 - ii. Contract Amendment – On-Call Design Services: AECOM Technical Services (\$1,400,000)**
-

Subject:

Authorization to negotiate and enter into the following contracts to support the State Route 37 Sears Point to Mare Island Improvement Project Phase 1 (“Project”):

- i. Cooperative Agreement – Integrated Team for Design: Caltrans (\$4,500,000)
- ii. Contract Amendment – On-Call Design Services: AECOM Technical Services (\$1,400,000)

Background:

The Resilient State Route 37 Program (Resilient SR 37) is planning a SR 37 that is resilient to sea level rise and flooding, addresses chronic traffic congestion through innovative measures such as transit and high-occupancy vehicle prioritization, expands public access, and enhances ecological connections and facilitates restoration. Resilient SR 37 is a partnership between the Metropolitan Transportation Commission (MTC), Sonoma County Transportation Authority (SCTA), Solano Transportation Authority (STA), Napa Valley Transportation Authority (NVTA), Transportation Authority of Marin (TAM), Caltrans, and Sonoma-Marín Area Rail Transit District (SMART). MTC and Caltrans formed an integrated team to deliver the near-term SR 37 Sears Point to Mare Island Improvement Project Phase 1. Funding for design has been secured to deliver Phase 1 of the project, which includes a replacement of the Tolay Creek Bridge and improvements at the SR 37/SR 121 intersection. A cooperative agreement between MTC and Caltrans is necessary to establish roles and responsibilities to proceed with the design work for the Project, and to provide necessary funding and budget to each agency.

The cooperative agreement and a portion of the work will be supported by AECOM under an agreement with MTC. Since the funding is captured in the MTC annual budget, approval for the

cooperative agreement with Caltrans and contract with AECOM requires approval of the Administration Committee. Under the contract actions described in this request, MTC would fund design services to be provided by Caltrans staff and AECOM for the Project.

Procurement Process:

In April 2021, after a competitive procurement, the BATA Oversight Committee authorized the Executive Director to establish a Bench of pre-qualified firms, to provide on-call construction management, design, or asset management services. Eleven firms were approved to be part of the design Bench, including AECOM. After a comparative review of the Statement of Qualifications (SOQs) submitted by the firms on the bench, staff directly selected AECOM under the 2021 BATA On-Call Design Services Bench to proceed to provide design support services for this Project. AECOM has direct experience, relevant knowledge and qualifications to perform this Project, as they served as the prime consultant to assist MTC with completing the environmental review and project approval of the Project under a previous contract. AECOM's original scope of work includes design support of the Resilient 37 Project, which includes an assumption to widen the Tolay Creek Bridge. The Project scope has since been updated to replace the Tolay Creek Bridge instead of widening, which increases the effort required for the design work. This proposed amendment will provide funding to perform the additional design services for the Project.

Attachment A includes a list of AECOM's Small Business Enterprise (SBE) and Disadvantaged Business Enterprise (DBE) status.

Issues:

None identified.

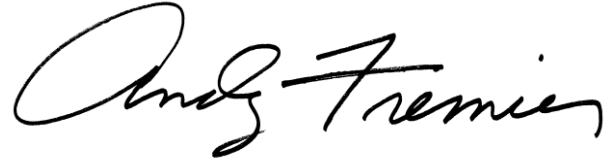
Recommendations:

Staff recommends that the Committee authorize the Executive Director or designee to negotiate and enter into the following:

- i. Cooperative Agreement – Integrated Team for Design: Caltrans (\$4,500,000)
- ii. Contract Amendment – On-Call Design Services: AECOM Technical Services (\$1,400,000)

Attachments:

- Attachment A – Disadvantaged Business Enterprise and Small Business Enterprise Status for AECOM
- Request for Committee Approval – Summary of Proposed Cooperative Agreement
- Request for Committee Approval – Summary of Proposed Consultant Contract Amendment

A handwritten signature in black ink, reading "Andrew B. Fremier". The signature is written in a cursive style with a large initial "A" and "F".

Andrew B. Fremier

Attachment A

Disadvantaged Business Enterprise and Small Business Enterprise Status

	Firm Name	Role on Project	DBE* Yes/No	If DBE Yes, List #	SBE** Yes/No	If SBE Yes, List #
Prime Contractor	AECOM	Prime Contractor	No		No	
Subcontractor	Associated Right-of-Way Services, Inc. (AR/WS)	Right-of-Way Support	No		Yes	DGS 30184
Subcontractor	HDR, Inc.	Water Quality, Stormwater, Drainage Hydraulic Studies Support	No		No	
Subcontractor	Illingworth & Rodkin, Inc.	Air Quality and Noise Impacts Studies	No		No	
Subcontractor	KCI Technologies, Inc.	ITS Support	No		No	
Subcontractor	Verano Technical Services	Project Management Support	No		Yes	DGS 2016766
Subcontractor	National Audubon Society	Strip Marsh East Design Support	No		No	

*Denotes certification by the California Unified Certification Program (CUCP).

**Denotes certification by the State of California.

Request for Committee Approval

Summary of Proposed Cooperative Agreement

Work Item No.: 2664

Agency: California Department of Transportation
Sacramento, California

Work Project Title: State Route 37 Sears Point to Mare Island Improvement Project Phase 1

Purpose of Project: To improve traffic flow and peak travel times, increase vehicle occupancy.

Brief Scope of Work: Provide final design services of the project.

Project Cost Not to Exceed: \$4,500,000

Funding Source: Regional Measure 3

Fiscal Impact: Funding is included in the FY 2024/25 agency budget.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a cooperative agreement with the California Department of Transportation for the purposes described above and in the Administration Committee Summary Sheet dated July 10, 2024 and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$4,500,000 for such cooperative agreement.

Administration Committee:

Gina Papan, Chair

Approved: July 10, 2024

Request for Committee Approval

Summary of Proposed Consultant Contract Amendment

Work Item No.: 2664

Consultant: AECOM Technical Services, Inc. (AECOM)
Oakland, California

Work Project Title: On-Call Design Services: State Route 37 Sears Point to Mare Island Improvement Project Phase 1(Project)

Purpose of Project: To improve traffic flow and peak travel times, increase vehicle occupancy.

Brief Scope of Work: Provide final design services of the project.

Project Cost Not to Exceed: This amendment: \$1,400,000
Contract amount before this contract amendment: \$7,000,000
Maximum contract amount after this amendment: \$8,400,000

Funding Source: Regional Measure 3

Fiscal Impact: Funding is included in the FY 2024/25 agency budget.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with AECOM Technical Services, Inc. for the purposes described above and in the Administration Committee Summary Sheet dated July 10, 2024 and that the Chief Financial Officer is authorized to set aside an amount not to exceed \$1,400,000 for such contract amendment.

Administration Committee:

Gina Papan, Chair

Approved: July 10, 2024