



Metropolitan Transportation Commission

101 Eighth Street,
Joseph P. Bort
MetroCenter
Oakland, CA

Meeting Agenda

Administration Committee

Adrienne J. Tissier, Chair David Campos, Vice Chair

Wednesday, July 8, 2015

9:35 AM

Lawrence D. Dahms Auditorium

Call Meeting to Order

1. Confirm Quorum

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

2. Consent Calendar

- a) [15-0659](#) Minutes of June 10, 2015 meeting.
- Action: Committee Approval
- Attachments: [2a_DRAFT-Administration-MeetingMinutes-06-10-2015.pdf](#)
- b) [15-0656](#) MTC Financial Statements for May 2015.
- Action: Information
- Presenter: Eva Sun
- Attachments: [2b_MTC Financial Statements-May 2015.pdf](#)
- c) [15-0657](#) Investment Report for May 2015.
- Action: Information
- Presenter: Susan Woo
- Attachments: [2c_Investment Report-May 2015.pdf](#)
- d) [15-0682](#) Contract Amendment - StreetSaver® Software Development,
Maintenance & Support Services: DevMecca.com, LLC. (\$400,000)
- Action: Committee Approval
- Presenter: Sui Tan
- Attachments: [2d_ContractAmend-DevMeccaLLC.pdf](#)

- e) [15-0694](#) Contract Amendment - StreetSaver® Training and Guidance Services: Nichols Consulting Engineers, Chtd. (\$250,000)

Action: Committee Approval

Presenter: Sui Tan

Attachments: [2e_ContractAmend-NicholsConsulting.pdf](#)

- f) [15-0703](#) Contract Amendment - On Call Priority Development Area Technical and Staffing Assistance: M-Group. (\$25,000)

Action: Committee Approval

Presenter: Therese Trivedi

Attachments: [2f_ContractAmend-M-Group.pdf](#)

- g) [15-0704](#) Contract Amendment- High School Internship Program Support: Pathway for Students. (\$408,000 annually)

Action: Committee Approval

Presenter: Ann Macaulay

Attachments: [2g_ContractAmend-Pathways.pdf](#)

- h) [15-0705](#) Purchase Orders and Contract Amendment: Project-Based Temporary Staffing Services. (\$5,663,880):

- i. Accel Employment Services
- ii. Adecco Professional Staffing/Engineering & Technical
- iii. Buxton Consulting
- iv. Eastridge InfoTech Solutions
- v. International Program Services
- vi. Local Government Services Authority (Contract Amendment)
- vii. Mainz Brady Group
- viii. Regional Government Services
- ix. Robert Half
- x. Ryals & Associates
- xi. Techlink Systems

Action: Committee Approval

Presenter: Ann Macaulay

Attachments: [2h_PurchOrder-ContractAmend-TmpStaffSvcs.pdf](#)

3. Monthly Travel

- a) [15-0658](#) Monthly Travel Report.

Action: Information

Presenter: Eva Sun

Attachments: [3a_MonthlyTravelReport.pdf](#)

- b) [15-0695](#) International Travel Request - Doug Johnson to Bilbao, Spain. (\$1,452)

Action: Committee Approval

Presenter: Alix Bockelman

Attachments: [3b_IntlTravelReqst-DJohnson.pdf](#)

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on September 9, 2015 at 9:35 a.m. in the Lawrence D. Dahms Auditorium, First Floor, 101 Eighth Street, Oakland, 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 judgement, 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: MTC 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 510.817.5757 or 510.810.5769 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 510.817.5757 或 510.817.5769 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 510.817.5757 o al 510.817.5769 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.