



Metropolitan Transportation Commission

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

Meeting Agenda

Administration Committee

Committee Members:

*Federal D. Glover, Chair Cindi Chavez, Vice Chair
Margaret Abe-Koga, Nate Miley, Gina Papan, David Rabbitt,
Hillary Ronen, Amy Worth*

Non-Voting Member: Dina El-Tawansy

Wednesday, April 14, 2021

9:40 AM

Board Room - 1st Floor (REMOTE)

The Administration Committee is scheduled to meet on Wednesday, March 10, 2021 at 9:40 a.m., in the Bay Area Metro Center (Remotely), or immediately following the 9:35 a.m. BATA Oversight Committee meeting. In light of Governor Newsom's State of Emergency declaration regarding the COVID-19 outbreak and in accordance with Executive Order N-29-20 issued by Governor Newsom on March 17, 2020 and the Guidance for Gatherings issued by the California Department of Public Health, the meeting will be conducted via webcast, teleconference, and Zoom for committee, commission, or board members who will participate in the meeting from individual remote locations. A Zoom panelist link for meeting participants will be sent separately to committee, commission, or board members.

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.

Attendee Link: <https://bayareametro.zoom.us/j/83163883059>

Or iPhone one-tap: US: +16699006833,,83163883059# or +14086380968,,83163883059#

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

+1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or

+1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592 or

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

Webinar ID: 831 6388 3059

International numbers available: <https://bayareametro.zoom.us/u/kb2naJ5iN8>

Detailed instructions on participating via Zoom are available at:

<https://mtc.ca.gov/how-provide-public-comment-board-meeting-zoom>. Committee members and members of the public participating by Zoom wishing to speak should use the "raise hand" feature or dial "*9". In order to get the full Zoom experience, please make sure your application is up to date.

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 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.** [21-0363](#) Minutes of the March 10, 2021 meeting
- Action:** Committee Approval
- Attachments:** [2a - 21-0363 - March 10 Admin Draft Meeting Minutes.pdf](#)
-
- 2b.** [21-0401](#) Purchase Order Amendment - Cloud Services Subscription: Amazon Web Services (\$35,000)
- Action:** Committee Approval
- Presenter:** Kearey Smith
- Attachments:** [2b - 21-0401 - PO Amendment AWS.pdf](#)
-
- 2c.** [21-0402](#) Purchase Order Amendment - Annual Licensing Agreement: Carahsoft Technology Corporation (\$35,833)
- Action:** Committee Approval
- Presenter:** Kearey Smith
- Attachments:** [2c - 21-0402 - PO Amendment Carahsoft.pdf](#)
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- 2d.** [21-0424](#) Master Funding Agreement Supplement 4 - Car Sharing and Mobility Hubs in Affordable Housing Pilot Project: City of Richmond (\$347,851.12)
- Action:** Committee Approval
- Presenter:** Krute Singa
- Attachments:** [2d - 21-0424 - Funding Agreement - City of Richmond.pdf](#)

- 2e.** [21-0526](#) Consultant Bench: 2020 Equity Consultant - Cycle 1
(Arup Americas, Inc. dba Arup North America Ltd.; Marcus Griwsold dba Calm Waters Group LLC; causeIMPACTS LLC; Center for Neighborhood Technology; CivicMakers, LLC; Contigo Communications Corp.; Colette M. Luckie dba Cornerstone Consulting HR; Cooperative Personnel Services dba CPS HR Consulting; Davis & Associates Communications, Inc.; Eastern Research Group Inc.; Ana Lugo Bedolla dba Equity First Consulting; Exygy, Inc.; Guidehouse Inc.; HR&A Advisors, Inc.; ICF Incorporated, L.L.C.; Kimley-Horn and Associates, Inc.; Lowe Consulting Group, Inc.; Christopher Jerome Lepe dba Mariposa Planning Solutions; Nelson\Nygaard Consulting Associates, Inc.; Melanie Nutter dba Nutter Consulting, LLC; RSCA Corporation dba Redwood Resources; Reflex Design Collective, LLC; Tiasia O'Brien dba Seam Social Labs, Inc.; Diane Burbie dba The Aspire Group; The Mark USA, Inc.; Urban Habitat Program; WSP USA Inc.)

Action: Committee Approval

Presenter: Nalungo Conley

Attachments: [2e - 21-0526 - 2020 Equity Bench.pdf](#)

3. Approval

- 3a.** [21-0472](#) MTC Resolution No. 4421- Revised - FY 2020-21 Overall Work Program (OWP) Amendment No. 3

A request that the Committee refer MTC Resolution No. 4421, Revised, the Metropolitan Transportation Commission (MTC) FY 2020-21 Overall Work Program (OWP), Amendment No. 3 to the Commission, which decreases our final grant transportation planning funds from the Federal Highway Administration (FHWA) PL by \$487,343 and the Federal Transit Administration (FTA) 5303 planning funds by \$173,178. Although MTC has a funding rescission, MTC is still committed to completing the transportation planning activities for FY 2020-21. This also includes revisions to the scope of work and revenue and expenses line items within work elements.

Action: Commission Approval

Presenter: Brian Mayhew

Attachments: [3a - 21-0472 - Reso-4421 - FY 2020-21-OWP_Amendment#3.pdf](#)

- 3b.** [21-0473](#) MTC Resolution No. 4458 - FY 2021-22 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreements for Federal and State Planning Grants.

A request for approval of the FY 2021-22 OWP, which guides the collaborative metropolitan transportation planning process involving MTC, ABAG, Caltrans, and other local transportation partners and for authorization to enter into agreements for transportation planning funds.

Action: Commission Approval

Presenter: Brian Mayhew

Attachments: [3b - 21-0473 - Reso 4458 - FY 2021-22-OWP.pdf](#)

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee is scheduled to be held on Wednesday, May 12, 2021 at 9:40 a.m. remotely and by webcast. 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.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-0363 **Version:** 1 **Name:**
Type: Minutes **Status:** Committee Approval
File created: 2/16/2021 **In control:** Administration Committee
On agenda: 4/14/2021 **Final action:**
Title: Minutes of the March 10, 2021 meeting
Sponsors:
Indexes:
Code sections:
Attachments: [2a - 21-0363 - March 10 Admin Draft Meeting Minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Minutes of the March 10, 2021 meeting

Recommended Action:
Committee Approval



Metropolitan Transportation Commission Meeting Minutes

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

Administration Committee

Committee Members:

*Federal D. Glover, Chair Vacant, Vice Chair
Margaret Abe-Koga, Carol Dutra-Vernaci, Nick Josefowitz,
Gina Papan, Hillary Ronen, Libby Schaaf,
Amy R. Worth,
Non-Voting Member: Dina El-Tawansy*

Wednesday, March 10, 2021

9:40 AM

Board Room - 1st Floor (REMOTE)

Call Remote Meeting to Order

Non-Voting Member Present: Commissioner El-Tawansy

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

Ad Hoc Non-Voting Members Present: Commissioner Canepa, Commissioner Giacomini, and Commissioner Spering

1. Roll Call / Confirm Quorum

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

2. Consent Calendar

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

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

2a. [21-0247](#) Minutes of the February 10, 2021 meeting

Action: Committee Approval

2b. [21-0249](#) MTC Investment Report for December 2020

Action: Information

Presenter: Kyung-Hee Howard

2c. [21-0250](#) MTC Financial Statements for December 2020

Action: Information

Presenter: Raymond Woo

2d. [21-0251](#) Monthly Travel Report

Action: Information

Presenter: Raymond Woo

2e. [21-0248](#) Contract - Incentivizing Active and Shared Travel Pilot Program: Metropia, Inc. (\$300,000)

Action: Committee Approval

Presenter: Krute Singa

3. Approval

- 3a. [21-0263](#) Consultant Bench: 2020 Equity Consultant - Cycle 1 (Arup Americas, Inc. dba Arup North America Ltd.; Marcus Griwsold dba Calm Waters Group LLC; causeIMPACTS LLC; Center for Neighborhood Technology; CivicMakers, LLC; Contigo Communications Corp.; Colette M. Luckie dba Cornerstone Consulting HR; Cooperative Personnel Services dba CPS HR Consulting; Davis & Associates Communications, Inc.; Eastern Research Group Inc.; Ana Lugo Bedolla dba Equity First Consulting; Exygy, Inc.; Guidehouse Inc.; HR&A Advisors, Inc.; ICF Incorporated, L.L.C.; Kimley-Horn and Associates, Inc.; Lowe Consulting Group, Inc.; Christopher Jerome Lepe dba Mariposa Planning Solutions; Nelson\Nygaard Consulting Associates, Inc.; Melanie Nutter dba Nutter Consulting, LLC; RSCA Corporation dba Redwood Resources; Reflex Design Collective, LLC; Tiasia O'Brien dba Seam Social Labs, Inc.; Diane Burbie dba The Aspire Group; The Mark USA, Inc.; Urban Habitat Program; WSP USA Inc.)

A request for Committee approval of the On-Call Equity Bench, a resource for MTC staff and our regional partners to connect with equity focused thought leaders to partner with in advancing equity outcomes in our regional workplan.

Action: Committee Approval

Presenter: Nalungo Conley

Veda Florez was called to speak.

Commissioner Josefowitz recused himself from agenda item 3a.

Upon the motion by Commissioner Dutra-Vernaci and the second by Commissioner Schaaf, the Committee approved the 2020 Equity Consultant Bench for Cycle 1 . The motion carried by the following vote:

Aye: 7 - Commissioner Abe-Koga, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Papan, Commissioner Worth, Commissioner Ronen and Commissioner Schaaf

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee is scheduled to be held on Wednesday, April 14, 2021 at 9:40 a.m. remotely and by webcast. Any changes to the schedule will be duly noticed to the public.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-0401 **Version:** 1 **Name:**

Type: Contract **Status:** Committee Approval

File created: 2/22/2021 **In control:** Administration Committee

On agenda: 4/14/2021 **Final action:**

Title: Purchase Order Amendment - Cloud Services Subscription: Amazon Web Services (\$35,000)

Sponsors:

Indexes:

Code sections:

Attachments: [2b - 21-0401 - PO Amendment AWS.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Purchase Order Amendment - Cloud Services Subscription: Amazon Web Services (\$35,000)

Presenter:
Kearey Smith

Recommended Action:
Committee Approval

Metropolitan Transportation Commission Administration Committee

April 14, 2021

Agenda Item 2b - 21-0401

Purchase Order Amendment – Cloud Services Subscription: Amazon Web Services (\$35,000)

Subject: A request to amend a sole source Purchase Order (PO) with Amazon Web Services (AWS) to add \$35,000 for previously unanticipated supplemental use of cloud services provided by AWS for key projects, including Plan Bay Area 2050, and Data Systems Security Monitoring.

Background: Since 2014, the AWS platform has supported hardware and software technical needs for Mapping and Data Analysis efforts within MTC. The Data and Visualization Unit continues to rely on these services to develop, host and deploy web-based applications, manage databases and build analytical tools for several key programs within the Regional Planning Program and across the agency. AWS continues to provide MTC with a cost-effective, scalable, secure and flexible IT infrastructure to support web-based projects, including Plan Bay Area 2050, the Transportation Investment Plan, Open Dataportal, VitalSigns, and several other interactive web-based mapping applications.

MTC purchased AWS subscription services for FY 2020-21 through a sole source PO in the amount of \$190,000. Anticipating significantly higher needs for key projects between February and June 2021, including for Plan Bay Area 2050, additional funds for this amendment are requested to cover the annual subscription cost for FY 2020-21. The additional funds are included in the FY 20/21 budget.

AWS is neither a small business nor a disadvantaged business enterprise and has no subcontractors.

Issues: AWS service has been a valuable resource for supporting many web-based applications on multiple projects. While staff budgeted \$190,000 for these services when the PO was approved in August 2020, additional needs related to Plan Bay Area 2050 have used up capacity intended to last until June 30, 2021. This amendment will cover the costs of unanticipated supplemental use of cloud services provided by AWS for key projects, including Plan Bay Area 2050, and Data Systems Security Monitoring.

Recommendation: Staff recommends that the Committee authorize the Executive Director or designee to execute an amendment to the PO with AWS to provide cloud subscription services in the amount of \$35,000, for a new not to exceed amount of \$225,000.

Attachments: Request for Committee Approval – Summary of Proposed Purchase Order Amendment


Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Purchase Order Amendment

Work Item No.:	1611
Consultant:	Amazon Web Services Seattle, WA
Work Project Title:	Annual Subscription with Amazon Web Services FY 2020-21
Purpose of Project:	Technology infrastructure to support web-based projects, including Plan Bay Area 2050, the Transportation Investment Plan, Open Dataportal, VitalSigns, and other interactive web-based mapping applications.
Brief Scope of Work:	Access to Amazon Elastic Compute Cloud (Amazon EC2) Web Services Subscription Beginning July 1, 2020, thru June 30, 2021, to support web-based applications, manage databases and build analytical tools for several key programs within the Regional Planning Program and across the agency.
Project Cost:	\$35,000: this amendment \$190,000: previous budget \$225,000: new budget with this amendment
Funding Source:	WI 1611
Fiscal Impact:	Funding is included in the agency budget for FY 2020-21.
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into an amendment to the PO with Amazon Web Services for an annual subscription to cloud-based services as described above and in the Administration Committee Summary Sheet dated April 14, 2021 and the Chief Financial Officer is authorized to set aside \$35,000 for such PO amendment.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	April 14, 2021



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-0402 **Version:** 1 **Name:**

Type: Contract **Status:** Committee Approval

File created: 2/22/2021 **In control:** Administration Committee

On agenda: 4/14/2021 **Final action:**

Title: Purchase Order Amendment - Annual Licensing Agreement: Carahsoft Technology Corporation (\$35,833)

Sponsors:

Indexes:

Code sections:

Attachments: [2c - 21-0402 - PO Amendment Carahsoft.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Purchase Order Amendment - Annual Licensing Agreement: Carahsoft Technology Corporation (\$35,833)

Presenter:
Kearey Smith

Recommended Action:
Committee Approval

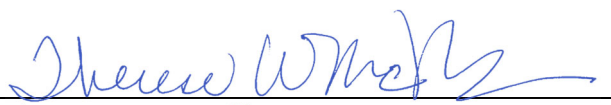
Metropolitan Transportation Commission Administration Committee

April 14, 2021

Agenda Item 2c - 21-0402

Purchase Order Amendment – Annual Licensing Agreement: Carahsoft Technology Corporation (\$35,833)

- Subject:** A request for approval to amend a sole source Purchase Order (PO) with Carahsoft Technology Corporation (Carahsoft) to increase the amount by \$35,833 and extend the term through June 30, 2021.
- Background:** Since 2014, MTC has utilized the Socrata Open Data Platform (SODP) to host and share data for several key agency initiatives, including VitalSigns and Plan Bay Area 2050. The Socrata SODP service remains a key part of the Bay Area Spatial Information System Initiative (BASIS). It is anticipated that the use of Socrata will expand as the agency expands the use of data to inform policies and programs.
- MTC currently purchases a Socrata license from Carahsoft through a sole source PO in the amount of \$179,167. This PO covered the licensing agreement from July 1, 2020 to May 1, 2021. The additional time and funding requested for this PO amendment will pay for licensing Socrata Connected Government Cloud (Socrata) services from Carahsoft for the period of May and June 2021.
- Carahsoft is neither a small business nor a disadvantaged business enterprise and has no subcontractors.
- Issues:** Switching to a different “Data as a Service Platform” would negatively impact the continued support of VitalSigns, BASIS and other work currently underway within the agency, as well as divert significant staff resources to make the switch. Staff believe that Carahsoft provides a high-quality product at a competitive price.
- Recommendation:** Staff recommends that the Committee authorize the Executive Director or designee to execute an amendment to the PO with Carahsoft to extend it through June 30, 2021 and add an additional \$35,833 for a new total not to exceed amount of \$215,000.
- Attachments:** Request for Committee Approval – Summary of Proposed Purchase Order Amendment


Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Purchase Order Amendment

Work Item No.:	1122
Consultant:	Carahsoft Technology Corporation, Reston, VA
Work Project Title:	Annual Licensing Agreement with Carahsoft, FY 2020-21
Purpose of Project:	Technology infrastructure to support web-based projects, including Plan Bay Area 2050, the Transportation Investment Plan, Open Dataportal, VitalSigns, and other interactive web-based mapping applications.
Brief Scope of Work:	Access to the full suite of Socrata cloud-based services for 25 monthly active users and up to 2 TB of data storage. This amendment to the licensing agreement will cover the period of May and June 2021, to support several key programs within the Regional Planning Program and across the agency.
Project Cost:	\$35,833: this amendment \$179,167: previous budget \$215,000: new budget with this amendment
Funding Source:	WI 1122
Fiscal Impact:	None. The additional funding was anticipated in the agency budget for FY 2020-21.
Motion by Committee:	That the Executive Director or designee is authorized to execute an amendment to the Purchase Order with Carahsoft Technology Corporation for Socrata cloud-based services as described above and in the Administration Committee Summary Sheet dated April 14, 2021, and the Chief Financial Officer is authorized to set aside \$35,833 for such PO.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	April 14, 2021



Metropolitan Transportation Commission

375 Beale Street, Suite 800
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Legislation Details (With Text)

File #:	21-0424	Version:	1	Name:	
Type:	Contract	Status:		Committee Approval	
File created:	2/25/2021	In control:		Administration Committee	
On agenda:	4/14/2021	Final action:			
Title:	Master Funding Agreement Supplement 4 - Car Sharing and Mobility Hubs in Affordable Housing Pilot Project: City of Richmond (\$347,851.12)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	2d - 21-0424 - Funding Agreement - City of Richmond.pdf				

Date	Ver.	Action By	Action	Result
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Subject:

Master Funding Agreement Supplement 4 - Car Sharing and Mobility Hubs in Affordable Housing
Pilot Project: City of Richmond (\$347,851.12)

Presenter:

Krute Singa

Recommended Action:

Committee Approval

Metropolitan Transportation Commission Administration Committee

April 14, 2021


Agenda Item 2d - 21-0424

Master Funding Agreement Supplement 4 - Car Sharing and Mobility Hubs in Affordable Housing Pilot Project: City of Richmond (\$347,851.12)

- Subject:** Staff requests the Committee's approval for Supplement 4 to the Master Funding Agreement with the City of Richmond in an amount not to exceed \$347,851.12 for the Car Sharing and Mobility Hubs in Affordable Housing Pilot Project.
- Background:** In November 2017, the California Air Resources Board (CARB) awarded a \$2.25 million grant to MTC and TransForm for the Car Sharing and Mobility Hubs in Affordable Housing Pilot Project (Project). The CARB grant is funded through the California Low Carbon Transportation program, which is part of the California Climate Investments (CCI), an initiative that invests Cap-and-Trade funding to reduce greenhouse gas (GHG) emissions, strengthen the economy and improve public health and the environment, especially in disadvantaged communities. MTC applied for and was awarded the CARB grant in partnership with TransForm, and its subconsultant, the Shared Use Mobility Center (SUMC).
- The Project will offer affordable transportation options to meet the travel needs of under-served low-income residents of three affordable housing sites in disadvantaged communities in Oakland, Richmond and San Jose. The Project will provide a suite of mobility options such as car sharing, electric vehicle (EV) charging stations, bikeshare, transit passes, electric bicycles, credit for ride-hailing trips to transit and other rideshare solutions. The suite of mobility options will be developed with direct participation of residents in each of the three affordable housing sites, as well as technical experts and community groups.
- Implementation of the mobility options will be in partnership with the property owners of each community as well as the Cities of Oakland, Richmond and San Jose. Through Supplement 4, the City of Richmond will implement and manage EV chargers and EV carsharing specifically for the Nystrom Village community that is part of pilot program.
- Supplement:** The City of Richmond will install, activate, operate and maintain four electric vehicle chargers and a kiosk at Martin Luther King Jr. (MLK) Park in the City of Richmond for use by the Nystrom Village community. The City of Richmond will also operate and maintain carshare services with three electric vehicles located at MLK Park in the City of Richmond for use by the Nystrom Village community.
- Issues:** None.
- Recommendation:** Staff recommends that the Committee authorize the Executive Director or designee to negotiate and enter into Supplement 4 to the Master Funding

Agreement with the City of Richmond in an amount not to exceed \$347,851.12 for the Car Sharing and Mobility Hubs in Affordable Housing Pilot Project.

Attachments: Request for Committee Approval – Summary of Proposed Contract



Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL
Summary of Proposed Contract

Work Item No.:	1618
City:	City of Richmond
Work Project Title:	Car Sharing and Mobility Hubs in Affordable Housing Pilot Project
Purpose of Project:	Pilot affordable transportation options to meet the travel needs of underserved low-income residents of three affordable housing sites in disadvantaged communities in Oakland, Richmond and San Jose.
Project Cost Not to Exceed:	\$347,851.12
Funding Source:	California Air Resources Board (CARB)
Fiscal Impact:	Funds are included in the MTC FY 2020-21 agency budget.
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into Supplement 4 to the Master Funding Agreement with the City of Richmond in an amount not to exceed \$347,851.12 for the Car Sharing and Mobility Hubs in Affordable Housing Pilot Project as described above and in the Administration Committee Summary Sheet dated April 14, 2021 and the Chief Financial Officer is authorized to set aside funds for such supplement.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	Date: April 14, 2021



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-0526 **Version:** 1 **Name:**

Type: Contract **Status:** Committee Approval

File created: 3/22/2021 **In control:** Administration Committee

On agenda: 4/14/2021 **Final action:**

Title: Consultant Bench: 2020 Equity Consultant - Cycle 1
(Arup Americas, Inc. dba Arup North America Ltd.; Marcus Griwsold dba Calm Waters Group LLC; causeIMPACTS LLC; Center for Neighborhood Technology; CivicMakers, LLC; Contigo Communications Corp.; Colette M. Luckie dba Cornerstone Consulting HR; Cooperative Personnel Services dba CPS HR Consulting; Davis & Associates Communications, Inc.; Eastern Research Group Inc.; Ana Lugo Bedolla dba Equity First Consulting; Exygy, Inc.; Guidehouse Inc.; HR&A Advisors, Inc.; ICF Incorporated, L.L.C.; Kimley-Horn and Associates, Inc.; Lowe Consulting Group, Inc.; Christopher Jerome Lepe dba Mariposa Planning Solutions; Nelson\Nygaard Consulting Associates, Inc.; Melanie Nutter dba Nutter Consulting, LLC; RSCA Corporation dba Redwood Resources; Reflex Design Collective, LLC; Tiasia O'Brien dba Seam Social Labs, Inc.; Diane Burbie dba The Aspire Group; The Mark USA, Inc.; Urban Habitat Program; WSP USA Inc.)

Sponsors:

Indexes:

Code sections:

Attachments: [2e - 21-0526 - 2020 Equity Bench.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Consultant Bench: 2020 Equity Consultant - Cycle 1
(Arup Americas, Inc. dba Arup North America Ltd.; Marcus Griwsold dba Calm Waters Group LLC; causeIMPACTS LLC; Center for Neighborhood Technology; CivicMakers, LLC; Contigo Communications Corp.; Colette M. Luckie dba Cornerstone Consulting HR; Cooperative Personnel Services dba CPS HR Consulting; Davis & Associates Communications, Inc.; Eastern Research Group Inc.; Ana Lugo Bedolla dba Equity First Consulting; Exygy, Inc.; Guidehouse Inc.; HR&A Advisors, Inc.; ICF Incorporated, L.L.C.; Kimley-Horn and Associates, Inc.; Lowe Consulting Group, Inc.; Christopher Jerome Lepe dba Mariposa Planning Solutions; Nelson\Nygaard Consulting Associates, Inc.; Melanie Nutter dba Nutter Consulting, LLC; RSCA Corporation dba Redwood Resources; Reflex Design Collective, LLC; Tiasia O'Brien dba Seam Social Labs, Inc.; Diane Burbie dba The Aspire Group; The Mark USA, Inc.; Urban Habitat Program; WSP USA Inc.)

Presenter:

Nalungo Conley

Recommended Action:
Committee Approval

Metropolitan Transportation Commission Administration Committee

April 14, 2021

Agenda Item 2e - 21-0526

Consultant Bench: 2020 Equity Consultant - Cycle 1

(Arup Americas, Inc. dba Arup North America Ltd.; Marcus Griwsold dba Calm Waters Group LLC; causeIMPACTS LLC; Center for Neighborhood Technology; CivicMakers, LLC; Contigo Communications Corp.; Colette M. Luckie dba Cornerstone Consulting HR; Cooperative Personnel Services dba CPS HR Consulting; Davis & Associates Communications, Inc.; Eastern Research Group Inc.; Ana Lugo Bedolla dba Equity First Consulting; Exygy, Inc.; Guidehouse Inc.; HR&A Advisors, Inc.; ICF Incorporated, L.L.C.; Kimley-Horn and Associates, Inc.; Lowe Consulting Group, Inc.; Christopher Jerome Lepe dba Mariposa Planning Solutions; Nelson\Nygaard Consulting Associates, Inc.; Melanie Nutter dba Nutter Consulting, LLC; RSCA Corporation dba Redwood Resources; Reflex Design Collective, LLC; Tiasia O'Brien dba Seam Social Labs, Inc.; Diane Burbie dba The Aspire Group; The Mark USA, Inc.; Urban Habitat Program; WSP USA Inc.)

Subject: This memorandum requests approval of a correction to the March 10, 2021 award of the 2020 Equity Consultant Assistance Bench to establish a pre-qualified list of consultants to provide as-needed equity consulting services through June 30, 2025, with an option to extend for an additional two (2) years through June 30, 2027 (“Bench”). Staff requests approval to correct an inadvertent error in Attachment A, Service Category C: Community and Partner Engagement to reflect award to Contigo Communications Corp. and Nelson\Nygaard Consulting Associates, Inc., and non-award to Kimley-Horn and Associates, Inc.

Background: After the March 10, 2021, Administration Committee meeting staff discovered an inadvertent error in the original memo for the award of the 2020 Equity Consultant Assistance Bench. The memo should have indicated in Attachment A, Service Category C: Community and Partner Engagement the following:

- Contigo Communications Corp. should have been designated for award with a “1” to indicate award;
- Nelson\Nygaard Consulting Associates, Inc. should have been designated for award with a “1” to indicate award; and
- Kimley-Horn and Associates, Inc. should have been designated for non-award with a “0” to indicate non-award.

Staff requests approval to contract with the revised list of firms recommended for award as indicated in the revised Attachment A: List of Pre-Qualified Panel of Consultants for the 2020 Equity Consultant Bench – List of Firms and Service Categories, attached hereto.

Any firms approved in Cycle 1 will be eligible for work throughout the approved term of the Equity Bench. Selection for entry into a contract with one of the pre-qualified consultants may take place by direct selection or via a mini-procurement, pursuant to MTC’s Third-Party


Contracting Policies and Procedures. Additional firms may be added to the Equity Bench in response to re-issuance of the RFQ in later cycles. Contract periods of performance and amounts will be determined on a per-contract basis based on the project solicited to the Equity Bench. Staff will return to the Administration Committee for authorization of any contracts exceeding the Executive Director's signature authority.

Cooperative use language included in the RFQ allows other public entities to utilize firms on the Equity Bench for their own equity projects and programs.

Issues: None

Recommendation: Staff recommends that the Administration Committee approve the pre-qualified consultants identified in revised Attachment A for the Equity Bench to provide equity consultant assistance services in the specified categories on an as-needed basis, for a period through June 30, 2025, with an option to extend through June 30, 2027.

Attachments: Attachment A: List of Pre-Qualified Panel of Consultants for the 2020 Equity Consultant Bench – List of Firms and Service Categories
Attachment B: Disadvantaged Business Enterprise and Small Business Enterprise Status


Therese W. McMillan

Attachment A: 2020 Equity Consultant Assistance
List of Firms and Service Categories
(revised April 14, 2021)

	FIRM NAME	A. Internal Operations	B. Investments and Policy	C. Community and Partner Engagement	D. Innovation	E. Environmental Justice
1	Alexander L. San Andres DBA Alex San Andres, an individual		0		0	
2	Arup Americas, Inc. dba Arup North America Ltd.		1		1	1
3	Bonnie Hall dba Bonnie Hall Fine Art Asset Management		0	0	0	
4	Marcus Griwsold dba Calm Waters Group LLC		1	1		1
5	causeIMPACTS LLC	1	1	0		1
6	Center for Neighborhood Technology	1	1	1	1	1
7	CivicMakers, LLC			0	1	
8	Contigo Communications Corp.	1		1	1	1
9	Colette M. Luckie dba Cornerstone Consulting HR	1	0	0	1	1
10	Cooperative Personnel Services dba CPS HR Consulting	1				
11	Davis & Associates Communications, Inc.	1	1	1	1	1
12	Eastern Research Group Inc.	0	1	0		1
13	Ana Lugo Bedolla dba Equity First Consulting	1	1	1		1
14	Exygy, Inc.	1	1	1	1	1
15	Global Investment Company	0	0	0	0	0
16	Guidehouse Inc.	1	1	0	1	1

	FIRM NAME	A. Internal Operations	B. Investments and Policy	C. Community and Partner Engagement	D. Innovation	E. Environmental Justice
17	HR&A Advisors, Inc.	1	1	1	1	1
18	ICF Incorporated, L.L.C.	1				1
19	Kimley-Horn and Associates, Inc.			0	1	1
20	Lowe Consulting Group, Inc.			1		
21	Christopher Jerome Lepe dba Mariposa Planning Solutions		1	1	1	1
22	Nelson\Nygaard Consulting Associates, Inc.		1	1	1	1
23	Melanie Nutter dba Nutter Consulting, LLC				1	1
24	RSCA Corporation dba Redwood Resources	1	0	0		1
25	Reflex Design Collective, LLC	1	1	1	1	1
26	Tiasia O'Brien dba Seam Social Labs, Inc.			1	0	
27	Diane Burbie dba The Aspire Group			1		
28	The Mark USA, Inc.	1	0	0	1	1
29	Urban Habitat Program		1	1		1
30	WSP USA Inc.		1	1		1
	Total Number of Applicants	16	21	25	19	23
	Total Number of Accepted Applicants	14	15	15	15	22
	Total Number of Accepted Prime DBE Firms*	3 out of 4	2 out of 4	4 out of 7	2 out of 4	3 out of 4
	Total Number of Accepted Prime SBE Firms*	6 out of 7	5 out of 7	6 out of 10	6 out of 7	7 out of 8

*NOTE: DBE firms may also be SBE firms and vice versa.

**Attachment B: Disadvantaged Business Enterprise and Small Business Enterprise Status
(revised April 14, 2021)**

Service Category A: Internal Operations		DBE			SBE		
ROLE	FIRM	No	Yes	if Yes, List #	No	Yes	if Yes, List #
Prime	causeIMPACTS LLC		X	44729		X	2014558
Prime	Center for Neighborhood Technology	X			X		
Sub	Mobility Development Partners	X			X		
Sub	Sapodilla Group	X			X		
Prime	Contigo Communications Corp.		X	45724		X	2009764
Sub	Rosales Business Partners LLC		X	40711		X	1740220
Sub	Reynolds Consulting	X			X		
Prime	Colette M. Luckie dba Cornerstone Consulting HR		X	41857	X		
Prime	Cooperative Personnel Services dba CPS HR Consulting	X			X		
Prime	Davis & Associates Communications, Inc.		X	26344		X	1785923
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Estolano Advisors		X	42483		X	2002042
Sub	Left Lane Advisors	X			X		
Prime	Ana Lugo Bedolla dba Equity First Consulting	X			X		
Sub	Trillium Advisors	X			X		
Prime	Exygy, Inc.	X				X	2001043
Sub	The Justice Collective	X			X		
Prime	Guidehouse Inc.	X			X		
Sub	Pivot Strategies	X			X		
Sub	Brian Ansari & Associates Inc.		X	46571	X		
Sub	Othering and Belonging Institute	X			X		
Sub	The Unity Council	X			X		
Prime	HR&A Advisors, Inc.	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Redwood Resources	X			X		
Prime	ICF Incorporated, LLC	X			X		

Service Category A: Internal Operations		DBE			SBE		
ROLE	FIRM	No	Yes	if Yes, List #	No	Yes	if Yes, List #
Prime	RSCA Corporation dba Redwood Resources		X	42714		X	
Sub	Refolda	X			X		
Prime	Reflex Design Collective LLC		X	46293		X	2011622
Prime	The Mark USA, Inc.		X	49217		X	2020665

Service Category B: Investments and Policy		DBE			SBE		
ROLE	FIRM	No	Yes	if Yes, List #	No	Yes	if Yes, List #
Prime	Arup Americas, Inc. dba Arup North America Ltd.	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Stuart Cohen Strategies	X			X		
Sub	Mariposa Planning Solutions		X	49323	X		
Sub	Toole Design	X			X		
Prime	Marcus Griwsold dba Calm Waters Group LLC	X				X	2018313
Sub	Bio Studio LLC	X				X	2022766
Sub	Aplomb Design Inc. dba JUST Design	X			X		
Prime	causeIMPACTS LLC		X	44729		X	2014558
Prime	Center for Neighborhood Technology	X			X		
Prime	Davis & Associates Communications, Inc.		X	26344		X	1785923
Sub	Estolano Advisors		X	42483		X	2002042
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Mariposa Planning Solutions		X	49323	X		
Sub	Fehr & Peers	X			X		
Sub	InterEthnica	X			X		
Prime	Eastern Research Group Inc.	X			X		
Prime	Ana Lugo Bedolla dba Equity First Consulting	X			X		
Sub	Trillium Advisors	X			X		
Prime	Exygy, Inc.	X				X	2001043
Sub	The Justice Collective	X			X		
Sub	Street Level Advisors	X			X		

Service Category B: Investments and Policy		DBE			SBE		
ROLE	FIRM	No	Yes	if Yes, List #	No	Yes	if Yes, List #
Sub	FrameWorks Institute	X			X		
Prime	Guidehouse Inc.	X			X		
Sub	Pivot Strategies	X			X		
Sub	Brian Ansari & Associates Inc.		X	46571	X		
Sub	Othering and Belonging Institute	X			X		
Sub	The Unity Council	X			X		
Sub	Hatch LTK	X			X		
Prime	HR&A Advisors, Inc.	X			X		
Sub	Mariposa Planning Solutions		X	49323	X		
Prime	Christopher Jerome Lepe dba Mariposa Planning Solutions		X	49323	X		
Sub	Stuart Cohen Strategies	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	The Nova Rose Group	X			X		
Sub	Espousal Strategies	X			X		
Prime	Nelson\Nygaard Consulting Associates, Inc.	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Reflex Design Collective LLC		X	46293		X	2011622
Sub	Cambridge Systematics	X			X		
Prime	Reflex Design Collective, LLC		X	46293		X	2011622
Prime	Urban Habitat Program	X			X		
Prime	WSP USA Inc.	X			X		

Service Category C: Community and Partner Engagement		DBE			SBE		
ROLE	FIRM	No	Yes	if Yes, List #	No	Yes	if Yes, List #
Prime	Marcus Griwsold dba Calm Waters Group LLC	X				X	2018313
Sub	Bio Studio LLC	X				X	2022766
Sub	Aplomb Design Inc. dba JUST Design	X			X		

Service Category C: Community and Partner Engagement		DBE			SBE		
ROLE	FIRM	No	Yes	if Yes, List #	No	Yes	if Yes, List #
Prime	Center for Neighborhood Technology	X			X		
Sub	Mobility Development Partners	X			X		
Sub	Sapodilla Group	X			X		
Prime	Contigo Communications Corp.		X	45724		X	2009764
Sub	Reynolds Consulting	X			X		
Prime	Davis & Associates Communications, Inc.		X	26344		X	1785923
Sub	InterEthnica	X			X		
Sub	Slow Clap Productions LLC	X				X	2016514
Sub	Mariposa Planning Solutions		X	49323	X		
Sub	Fehr & Peers	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Estolano Advisors		X	42483		X	2002042
Prime	Ana Lugo Bedolla dba Equity First Consulting	X			X		
Sub	Trillium Advisors	X			X		
Prime	Exygy, Inc.	X				X	2001043
Sub	Propose LLC dba Sagent Marketing		X	37643		X	38182
Sub	Street Level Advisors	X			X		
Sub	Brink	X			X		
Prime	HR&A Advisors, Inc.	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Ground Works Consulting	X			X		
Sub	Ogilvie Labs	X			X		
Prime	Lowe Consulting Group, Inc.		X	38055		X	49380
Prime	Christopher Jerome Lepe dba Mariposa Planning Solutions		X	49323	X		
Sub	Stuart Cohen Strategies	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	The Nova Rose Group	X			X		
Prime	Nelson\Nygaard Consulting Associates, Inc.	X			X		

Service Category C: Community and Partner Engagement		DBE			SBE		
ROLE	FIRM	No	Yes	if Yes, List #	No	Yes	if Yes, List #
Sub	Reflex Design Collective		X	46293		X	2011622
Sub	Circlepoint	X				X	40528
Prime	Reflex Design Collective LLC		X	46293		X	2011622
Prime	Tiasia O'Brien dba Seam Social Labs, Inc.	X			X		
Sub	Diana Reyna Strategic Consulting, LLC	X			X		
Prime	Diane Burbie dba The Aspire Group		X	48761	X		
Prime	Urban Habitat Program	X			X		
Prime	WSP USA Inc.	X			X		
Sub	Kearns & West	X			X		
Sub	Raimi & Associates	X			X		

Service Category D: Innovation		DBE			SBE		
ROLE	FIRM	No	Yes	if Yes, List #	No	Yes	if Yes, List #
Prime	Arup Americas, Inc. dba Arup North America Ltd.	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Stuart Cohen Strategies	X			X		
Sub	Mariposa Planning Solutions		X	49323	X		
Sub	Toole Design	X			X		
Prime	Center for Neighborhood Technology	X			X		
Sub	Mobility Development Partners	X			X		
Prime	CivicMakers, LLC	X				X	2004377
Prime	Contigo Communications Corp.		X	45724		X	2009764
Prime	Colette M. Luckie dba Cornerstone Consulting HR		X	41857	X		
Sub	Next Steps Marketing, Inc.		X	41733		X	1037598
Prime	Davis & Associates Communications, Inc.		X	26344		X	1785923
Sub	Fehr & Peers	X			X		
Sub	Mariposa Planning Solutions		X	49323	X		

Service Category D: Innovation		DBE			SBE		
ROLE	FIRM	No	Yes	if Yes, List #	No	Yes	if Yes, List #
Prime	Exygy, Inc.	X				X	2001043
Prime	Guidehouse Inc.	X			X		
Sub	Pivot Strategies	X			X		
Sub	Brian Ansari & Associates Inc.		X	46571	X		
Sub	Hatch LTK	X			X		
Prime	HR&A Advisors, Inc.	X			X		
Sub	Mariposa Planning Solutions		X	49323	X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Prime	Kimley-Horn and Associates, Inc.	X			X		
Sub	HR&A Advisors, Inc.	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Toole Design Group, LLC	X			X		
Sub	mySidewalk	X			X		
Prime	Christopher Jerome Lepe dba Mariposa Planning Solutions		X	49323	X		
Sub	Stuart Cohen Strategies	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	The Nova Rose Group	X			X		
Sub	Espousal Strategies	X			X		
Prime	Nelson\Nygaard Consulting Associates, Inc.	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Reflex Design Collective LLC		X	46293		X	2011622
Sub	Cambridge Systematics	X			X		
Prime	Melanie Nutter dba Nutter Consulting, LLC	X			X		
Prime	Reflex Design Collective, LLC		X	46293		X	2011622
Prime	The Mark USA, Inc.		X	49217		X	2020665

Service Category E. Environmental Justice		DBE			SBE		
ROLE	FIRM	No	Yes	if Yes, List #	No	Yes	if Yes, List #
Prime	Arup Americas, Inc. dba Arup North America Ltd.	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Stuart Cohen Strategies	X			X		
Sub	Mariposa Planning Solutions		X	49323	X		
Sub	Toole Design	X			X		
Prime	Marcus Griwsold dba Calm Waters Group LLC	X				X	2018313
Sub	Bio Studio LLC	X				X	2022766
Sub	Aplomb Design Inc. dba JUST Design	X			X		
Prime	causeIMPACTS LLC		X	44729		X	2014558
Prime	Center for Neighborhood Technology	X			X		
Sub	Mobility Development Partners	X			X		
Sub	Sapodilla Group	X			X		
Prime	Contigo Communications Corp.		X	45724		X	2009764
Sub	Reynolds Consulting	X			X		
Prime	Colette M. Luckie dba Cornerstone Consulting HR		X	41857	X		
Sub	Next Steps Marketing, Inc.		X	41733		X	1037598
Prime	Davis & Associates Communications, Inc.		X	26344		X	1785923
Sub	Better World Group		X	46330		X	2017586
Sub	Estolano Advisors		X	42483		X	2002042
Sub	Fehr & Peers	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Mariposa Planning Solutions		X	49323	X		
Prime	Eastern Research Group Inc.	X			X		
Prime	Ana Lugo Bedolla dba Equity First Consulting	X			X		
Sub	Trillium Advisors	X			X		
Prime	Exygy, Inc.	X				X	2001043
Sub	The Justice Collective	X			X		
Sub	Propose LLC dba Sagent Marketing		X	37643		X	38182
Sub	Street Level Advisors	X			X		

Service Category E. Environmental Justice		DBE			SBE		
ROLE	FIRM	No	Yes	if Yes, List #	No	Yes	if Yes, List #
Prime	Guidehouse Inc.	X			X		
Sub	Pivot Strategies				X		
Sub	Brian Ansari & Associates Inc.		X	46571	X		
Sub	Othering and Belonging Institute	X			X		
Prime	HR&A Advisors, Inc.	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Ogilvie Labs	X			X		
Prime	ICF Incorporated, LLC	X			X		
Prime	Kimley-Horn and Associates, Inc.	X			X		
Sub	HR&A Advisors, Inc.	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	Morado Consulting	X			X		
Sub	Vicus Planning		X	46234	X		
Prime	Christopher Jerome Lepe dba Mariposa Planning Solutions		X	49323	X		
Sub	Stuart Cohen Strategies	X			X		
Sub	Tamika L. Butler Consulting, LLC	X			X		
Sub	The Nova Rose Group	X			X		
Sub	Espousal Strategies	X			X		
Prime	Nelson\Nygaard Consulting Associates, Inc.	X			X		
Sub	Reflex Design Collective LLC		X	46293		X	2011622
Prime	Melanie Nutter dba Nutter Consulting, LLC	X			X		
Prime	RSCA Corporation dba Redwood Resources		X	42714		X	
Prime	Reflex Design Collective LLC		X	46293		X	2011622
Prime	The Mark USA, Inc.		X	49217		X	2020665
Prime	Urban Habitat Program	X			X		
Prime	WSP USA Inc.	X			X		
Sub	Kearns & West	X			X		
Sub	Raimi & Associates	X			X		

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Bench

Work Item No.:	To be determined on a per-contract basis
Consultants:	See Attachment A to the Administration Committee Summary Sheet dated April 14, 2021
Work Project Title:	2020 Equity Consultant Assistance – Cycle 1
Purpose of Project:	Provide as-needed equity consulting services to support MTC
Brief Scope of Work:	<p>Provide as-needed equity consulting assistance in the following service categories:</p> <ol style="list-style-type: none">1. Internal Operations2. Investments and Policy3. Community and Partner Engagement4. Innovation5. Environmental Justice
Project Cost Not to Exceed:	To be determined on a per-contract basis.
Funding Source:	To be determined on a per-contract basis.
Fiscal Impact:	No immediate fiscal impact until contracts are awarded. Funds for future fiscal years are subject to agency budgetary approval process.
Motion by Committee:	That the consultants listed in Attachment A to the Administration Committee Summary Sheet dated April 14, 2021 be pre-qualified to enter into contracts with MTC to provide as-needed equity consulting services through June 30, 2025, with an option to extend for an additional two years to June 30, 2027, as described above and in the Administration Committee Summary Sheet dated April 14, 2021 subject to applicable contract approval procedures and necessary budget approvals.
Operations Committee:	<hr/> Federal D. Glover, Chair
Approved:	April 14, 2021



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-0472 **Version:** 1 **Name:**
Type: Resolution **Status:** Commission Approval
File created: 3/9/2021 **In control:** Administration Committee
On agenda: 4/14/2021 **Final action:**
Title: MTC Resolution No. 4421- Revised - FY 2020-21 Overall Work Program (OWP) Amendment No. 3

A request that the Committee refer MTC Resolution No. 4421, Revised, the Metropolitan Transportation Commission (MTC) FY 2020-21 Overall Work Program (OWP), Amendment No. 3 to the Commission, which decreases our final grant transportation planning funds from the Federal Highway Administration (FHWA) PL by \$487,343 and the Federal Transit Administration (FTA) 5303 planning funds by \$173,178. Although MTC has a funding rescission, MTC is still committed to completing the transportation planning activities for FY 2020-21. This also includes revisions to the scope of work and revenue and expenses line items within work elements.

Sponsors:

Indexes:

Code sections:

Attachments: [3a - 21-0472 - Reso-4421 - FY 2020-21-OWP Amendment#3.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

MTC Resolution No. 4421- Revised - FY 2020-21 Overall Work Program (OWP) Amendment No. 3

A request that the Committee refer MTC Resolution No. 4421, Revised, the Metropolitan Transportation Commission (MTC) FY 2020-21 Overall Work Program (OWP), Amendment No. 3 to the Commission, which decreases our final grant transportation planning funds from the Federal Highway Administration (FHWA) PL by \$487,343 and the Federal Transit Administration (FTA) 5303 planning funds by \$173,178. Although MTC has a funding rescission, MTC is still committed to completing the transportation planning activities for FY 2020-21. This also includes revisions to the scope of work and revenue and expenses line items within work elements.

Presenter:

Brian Mayhew

Recommended Action:

Commission Approval

Metropolitan Transportation Commission Administration Committee

April 14, 2021

Agenda Item 3a - 21-0472

MTC Resolution No. 4421- Revised - FY 2020-21 Overall Work Program (OWP) Amendment No. 3

Subject: A request that the Committee refer MTC Resolution No. 4421, Revised, the Metropolitan Transportation Commission (MTC) FY 2020-21 Overall Work Program (OWP), Amendment No. 3 to the Commission, which reflects a decrease in the final allocation of planning funds from the Federal Highway Administration (FHWA) and Federal Transit Administration (FHWA). In addition to the total funding reduction of \$660,521, Amendment No. 3 includes modifications to the scope of work, as well as changes to revenue and expense line items within the work elements.

Background: The Fixing America's Surface Transportation Act (FAST Act) calls for the development of the OWP by the federally designated Metropolitan Planning Organization (MPO). MTC, as the federally designated MPO for the nine-county San Francisco Bay Area region, annually develops and maintains the OWP. The OWP is the principal document governing the budget, allocation, and use of federal and state transportation planning funds in the nine-county San Francisco Bay Area region.

The OWP is subject to periodic adjustments during the operating year. These adjustments are the result of changes in funding levels as well modifications in the scope of work, project tasks and deliverables. These periodic adjustments are reported to our federal and state partners through amendments to the adopted OWP.

Amendment No. 3 reduces the final MTC grant allocation for FY 2020-21. The final allocation was provided by Caltrans and is detailed below:

Fund	Current year Allocated Programmed Amount	Final Best Estimate	Increase/(Decrease)
FHWA PL	\$ 8,540,197	\$ 8,052,854	\$ (487,343)
FTA 5303	\$ 3,730,640	\$ 3,557,462	\$ (173,178)

The OWP Amendment No. 3 includes revenue and expense shifts within work elements to account for the decreased funding, as well as the required Caltrans changes to the scope of work, task and deliverables.

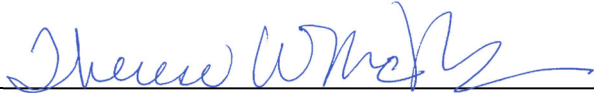
After Commission approval of the FY 2020-21 OWP Amendment No. 3, any remaining revisions proposed by Caltrans will be incorporated in the final OWP. Despite the rescission of funds, MTC expects to complete the transportation planning activities for FY 2020-21 adopted in the OWP..

An electronic version of the FY 2020-21 OWP and amendments is available to view/download at the following link:

<https://mtc.ca.gov/overall-work-program-owp>

Recommendation: Staff recommends that the Committee refer MTC Resolution No. 4421, Revised to the Commission for approval.

Attachments: MTC Resolution No. 4421, Revised, FY 2020-21 Overall Work Program (OWP) Amendment No. 3



Therese W. McMillan

Date: May 27, 2020
W.I.: 1152
Referred by: Administration Committee
Revised: 10/28/20-C
02/24/21-C
04/28/21-C

ABSTRACT

MTC Resolution No. 4421, Revised

This resolution approves MTC's Overall Work Program (OWP) for transportation planning activities in the nine-county San Francisco Bay Area for FY 2020-21, certifies that the planning process of the Metropolitan Transportation Commission (MTC) is in conformance with the applicable joint metropolitan transportation planning and programming regulations of the U.S. Department of Transportation (DOT), and authorizes MTC's Executive Director to apply for and execute agreements with the DOT for grants to aid in the financing of the OWP.

Further discussion of the OWP is contained in the MTC Administration Committee Summary Sheet dated May 13, 2020 and the Administration Committee Summary sheets dated October 14, 2020, February 10, 2021 and April 14, 2021.

Attachment C to the resolution was revised to include a new grant award funded by Senate Bill 1 (SB1) State Highway Account (SHA) Sustainable Communities in the amount of \$539,534; to shift a previously-awarded FTA 5304 Bay Area Regional Rail Partnerships: Project Delivery and Governance Project planning grant in the amount of \$400,000 to a new work element (WE 1517) at the request of Caltrans; and to add \$620,000 (WE 1618) to continue implementation activities on the California Air Resource Board (CARB) grant funded-Car Sharing and Mobility Hubs in Affordable Housing Pilot Project.

Amendment No. 2 to the FY 2020-21 OWP adds the following unspent carryover from FY 2019-20: Federal Highway Administration Planning (FHWA PL) - \$675,632.27; Federal Transit Administration (FTA) 5303 Statewide and Metropolitan Planning - \$2,286,188.01; FTA 5304 Strategic Partnerships - \$466,559; Road Maintenance and Rehabilitation Account Senate Bill (SB) 1 Sustainable Communities Formula (FY 2018-19) - \$330,515.61; Road Maintenance and Rehabilitation Account SB1 Sustainable Communities Formula (FY 2019-20) - \$528,796.00; Road Maintenance and Rehabilitation Account SB1 Sustainable Communities Competitive (FY 2018-19) - \$117,007.65; Public Transportation Account (PTA) Adaptation Planning - \$500,000.

Amendment No. 3 to the FY 2020-21 OWP adjusts the FHWA PL and FTA 5303 final allocation. FHWA PL funds were rescinded by \$487,343 and FTA 5303 funds by \$173,178. The OWP Amendment No. 3 includes revenue and expense shifts within work elements to account for the decreased funding, as well as the required Caltrans changes to the scope of work, task, and deliverables.

Re: Overall Work Program for Fiscal Year 2020-21, Certification of Compliance with Requirements of Federal Metropolitan Transportation Planning and Programming Regulations, and Authorization to Apply for and Execute Agreements for Federal Grants.

METROPOLITAN TRANSPORTATION COMMISSION

RESOLUTION NO. 4421

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation planning agency for the San Francisco Bay Area pursuant to Government Code Section 66500 *et seq.*; and

WHEREAS, MTC is also the designated Metropolitan Planning Organization (MPO) for the Bay Area and is charged with carrying out the metropolitan transportation planning and programming process required to maintain the region's eligibility for federal funds for transportation planning, capital improvements, and operations; and

WHEREAS, MTC has articulated goals and objectives for the region's transportation system through its current Regional Transportation Plan (RTP)/Sustainable Communities Strategy (SCS) entitled Plan Bay Area 2040, which was adopted in July 2017; and

WHEREAS, MTC has developed, in cooperation with the State of California and with publicly-owned operators of mass transportation services, a work program for carrying out continuing, comprehensive, and cooperative transportation planning; and

WHEREAS, an Overall Work Program (OWP) for planning activities in the Bay Area for FY 2020-21 has been prepared by MTC, the Association of Bay Area Governments, the California Department of Transportation (Caltrans), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA); and

WHEREAS, the OWP for Fiscal Year 2020-21 includes Caltrans' Unified Work Program for the fiscal year to achieve the goals and objectives in MTC's Regional Transportation Plan (RTP); and

WHEREAS, MTC's Administration Committee has reviewed and recommended adoption of the OWP for FY 2020-21; and

WHEREAS, 23 Code of Federal Regulations (CFR) 450.334 requires that the designated MPO certify each year that the planning process is being conducted in conformance with the applicable requirements; and

WHEREAS, MTC desires to apply for and execute one or more agreements with the United States Department of Transportation (DOT) for a grant(s) to aid in the financing of MTC's Overall Work Program for fiscal year 2020-21; now, therefore, be it

RESOLVED, that MTC does hereby adopt the FY 2020-21 OWP and proposed budget therein, attached hereto as Attachment A to this Resolution and incorporated herein as though set forth at length; and be it further

RESOLVED, that MTC certifies that MTC's planning process is addressing the major issues in the metropolitan area and will be conducted in accordance with 23 CFR 450.334 and the Fixing America's Surface Transportation Act (FAST Act) and applicable requirements that are set forth in Attachment B to this Resolution and incorporated herein as though set forth at length; and be it further

RESOLVED, that MTC's Administration Committee shall monitor, direct, and update the OWP as necessary during Fiscal Year 2020-21 and shall incorporate any amendments into appropriate supplements to the OWP; and be it further


RESOLVED, that the Executive Director or her designee is authorized to apply for and execute any agreements with DOT for grants to aid in the financing of MTC's Overall Work Program included in Attachment A to this Resolution and to execute any subsequent amendments to such agreement(s) consistent with Attachment C to this Resolution; and be it further

RESOLVED, that the Executive Director or designee is authorized to execute and file with such application assurances or other documentation requested by DOT of


MTC's compliance with applicable federal statutory and regulatory requirements; and be it further

RESOLVED, that the Executive Director or designee is authorized to make administrative changes to the grant application(s) so long as such changes do not affect the total amount of the grant or scope of work.

METROPOLITAN TRANSPORTATION COMMISSION



Scott Haggerty, Chair



The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in San Francisco, California and at other remote locations, on May 27, 2020.

Date: May 27, 2020
W.I.: 1152
Referred by: Admin

Attachment A
Resolution No. 4421
Page 1 of 1

Attachment A is the FY 2020-21 Overall Work Program for Planning Activities in the San Francisco Bay Area. Copies are on file at the MTC library.

Attachment B
Resolution No. 4421
Page 1 of 1

In accordance with 23 CFR 450.334 and 450.218, and the Fixing America's Surface Transportation Act (the "FAST Act"), Metropolitan Transportation Commission ("MTC"), the Metropolitan Planning Organization for the San Francisco Bay Area, hereby certifies that the transportation planning process is addressing the major issues in the metropolitan planning area, and is being conducted in accordance with all applicable requirements, including:

- (1) 23 U.S.C. 134 and 135, 49 U.S.C. 5303 and 5304, and Part 450 of Subchapter E of Chapter 1 of Title 23 of the Code of Federal Regulations;
- (2) In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 1101(b) of the FAST Act (Pub.L. 114-94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- (8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of Title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Date: May 27, 2020
W.I.: 1152
Referred by: Admin
10/28/20-C
02/24/21-C
04/28/21-C

Attachment C
Resolution No. 4421
Page 1 of 2

Attachment C includes all amendments and supplements to the FY 2020-21 Overall Work Program for Planning Activities in the San Francisco Bay Area. Copies are on file at the MTC offices.

Amendment No. 1 to the FY 2020-21 OWP adds a new grant award from the Senate Bill 1 (SB1) State Highway Account (SHA) for \$539,534 which will fund the Vehicle Miles Traveled Reduction Planning for Priority Development Areas project; shifts \$400,000 in FTA 5304 grant funding for the Bay Area Regional Rail Partnerships: Project Delivery and Governance Project from Work Element 1517 to 1521; and adds \$620,000 (WE 1618) in California Air Resources Board (CARB) grant-funding in order to continue implementation activities on the Car Sharing and Mobility Hubs in Affordable Housing Pilot Project.

Amendment No. 2 to the FY 2020-21 OWP adds the following unspent carryover from FY 2019-20: Federal Highway Administration Planning (FHWA PL) - \$675,632.27; Federal Transit Administration (FTA) 5303 Statewide and Metropolitan Planning - \$2,286,188.01; FTA 5304 Strategic Partnerships - \$466,559; Road Maintenance and Rehabilitation Account Senate Bill (SB) 1 Sustainable Communities Formula (FY 2018-19) - \$330,515.61; Road Maintenance and Rehabilitation Account SB1 Sustainable Communities Formula (FY 2019-20) - \$528,796.00; Road Maintenance and Rehabilitation Account SB1 Sustainable Communities Competitive (FY 2018-19) - \$117,007.65; Public Transportation Account (PTA) Adaptation Planning - \$500,000.

Amendment No. 3 to the FY 2020-21 OWP adjusts the FHWA PL and FTA 5303 final allocation. FHWA PL funds were rescinded by \$487,343 and FTA 5303 funds by \$173,178. The OWP Amendment No. 3 includes revenue and expense shifts within work elements to account for the decreased funding, as well as the required Caltrans changes to the scope of work, task, and deliverables.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-0473 **Version:** 1 **Name:**
Type: Resolution **Status:** Commission Approval
File created: 3/9/2021 **In control:** Administration Committee
On agenda: 4/14/2021 **Final action:**
Title: MTC Resolution No. 4458 - FY 2021-22 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreements for Federal and State Planning Grants.

A request for approval of the FY 2021-22 OWP, which guides the collaborative metropolitan transportation planning process involving MTC, ABAG, Caltrans, and other local transportation partners and for authorization to enter into agreements for transportation planning funds.

Sponsors:

Indexes:

Code sections:

Attachments: [3b - 21-0473 - Reso 4458 - FY 2021-22-OWP.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

MTC Resolution No. 4458 - FY 2021-22 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreements for Federal and State Planning Grants.

A request for approval of the FY 2021-22 OWP, which guides the collaborative metropolitan transportation planning process involving MTC, ABAG, Caltrans, and other local transportation partners and for authorization to enter into agreements for transportation planning funds.

Presenter:

Brian Mayhew

Recommended Action:

Commission Approval

Metropolitan Transportation Commission Administration Committee

April 14, 2021

Agenda Item 3b - 21-0473

MTC Resolution No. 4458

FY 2021-22 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreements for Federal and State Planning Grants

Subject: A request that the Committee refer MTC Resolution No. 4458 to the Commission for approval.

Background: Resolution No. 4458 would approve MTC's Overall Work Program (OWP) for transportation planning activities in the nine-county San Francisco Bay Area for FY 2021-22, certify that the planning process of the Metropolitan Transportation Commission (MTC) is in conformance with the applicable joint metropolitan transportation planning and programming regulations of the U.S. Department of Transportation (DOT), and authorize MTC's Executive Director to apply for and execute agreements with the DOT for grants to aid in the financing of the OWP.

The Fixing America's Surface Transportation Act (FAST Act) calls for the development of the OWP by the federally designated Metropolitan Planning Organization (MPO). MTC, as the federally designated MPO for the nine-county San Francisco Bay Area region, annually develops and maintains the OWP. The OWP is the principal document governing the budget, allocation, and use of federal and state transportation planning funds in the nine-county San Francisco Bay Area region.

The Draft FY 2021-22 OWP is developed in consultation and coordination with the region's transit operators, congestion mitigation agencies (CMAs), the Association of Bay Area Governments, Caltrans, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). The Draft FY 2021-22 OWP includes Caltrans' Unified Work Program and transportation and air quality related planning activities proposed for the nine-county San Francisco Bay Area region for the state fiscal year July 1, 2021 to June 30, 2022.

The Draft FY 2021-22 OWP incorporates the California Planning Emphasis Areas (PEAs) developed by Caltrans for California MPOs, as listed below:

- Core Planning Functions
- Performance Management
- State of Good Repair

On December 2, 2020 MTC held the annual OWP Planning meeting with FHWA, FTA and Caltrans. The meeting attendees discussed the FY 2021-22 OWP; highlights of the discussion included the following:

- FY 2020-21 activities carried over to FY 2021-22

- New activities in FY 2021-22
- New activities with FY 2021-22 Senate Bill 1 (SB1) Sustainable Communities formula grant funds
- FY 2021-22 milestones to be accomplished.
- Performance based planning and programming activities
- Planning impacts due to Coronavirus Disease (COVID-19)
- Currently, there are no FY 2021-22 Federal Planning Emphasis Areas (PEAs). When FHWA, FTA, and Caltrans provide the Federal PEAs, MTC will prepare a formal amendment for the OWP.

Assumptions that were included in the FY 2021-22 OWP include:

- SB1 funding amount is the same as the current year's resolution approved amount.

MTC staff provided the OWP for review to Caltrans, FHWA and FTA in March 2021. MTC staff incorporated the comments received from the state and federal agencies in this final Draft FY 2021-22 OWP, as appropriate.

Attached for your review and consideration for referral to the Commission is MTC Resolution No. 4458, which includes the following actions:

- Approves the final OWP for FY 2021-22
- Authorizes the programming of approximately \$20.1 million in FY 2021-22 transportation planning funds as follows:

FY 2021-22 FTA 5303	\$ 4,093,241
FY 2020-21 FTA 5303 Estimated Carry Over (C/O)	1,861,764
FY 2019-20 FTA 5304 - BART Metro C/O	466,559
FY 2020-21 FTA 5304 Rail Partnership Estimated C/O	400,000
FY 2021-22 FHWA Planning (PL)	8,271,690
FY 2020-21 FHWA PL Estimated C/O	775,700
FY 2020-21 FHWA State Planning and Research (SP&R)	500,000
FY 2020-21 SB1 Formula Funds C/O	40,000
FY 2019-20 SB1 Formula Funds C/O	177,060
FY 2020-21 SB1 State Highway Account (SHA) C/O	539,534
FY 2021-22 SB1 Formula Funds	2,106,140
FY 2021-22 SB1 Adaptation Planning	400,000
FY 2019-20 SB1 Adaptation Planning C/O	493,000
Total	\$ 20,124,688

- Ensures that MTC has enough Toll Credits for a match by programming estimated carryover, which will not be spent until completion of the audit and the reconciliation of the final expenditures are approved by Caltrans. (Toll Credits are used as a “soft match” substitute for the non-federal share of most highway

and public transportation projects, reducing the burden on states and freeing funding for other transportation projects).

- Certifies that MTC's planning process will be implemented in accordance with applicable statutes and regulations; and
- Authorizes the Executive Director or her designee to apply for grants and execute agreements to secure federal and other funds for transportation planning activities in FY 2021-22.

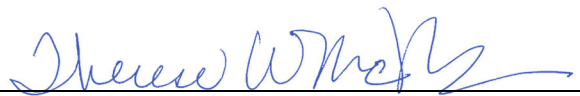
In addition to the transportation planning funds authorized in Resolution No. 4458, the MTC Budget Summary table included in the FY 2021-22 OWP contains operating and capital projects and funding.

Commission approval is the first step in authorizing the FY 2021-22 expenditure of federal and state funds. Following approval by the Commission, Caltrans will review and approve the OWP, which must then be included in the MTC Operating budget for FY 2021-22

An electronic version of the FY 2021-22 OWP can be reviewed at the following link: <https://mtc.ca.gov/overall-work-program-owp>

Recommendation: Staff recommends that the Committee refer MTC Resolution No. 4458 to the Commission for approval.

Attachments: MTC Resolution No.4458 – Overall Work Program


Therese W. McMillan

Date: April 28, 2021
W.I.: 1152
Referred by: Administration Committee

ABSTRACT

MTC Resolution No. 4458

This resolution approves MTC's Overall Work Program (OWP) for transportation planning activities in the nine-county San Francisco Bay Area for FY 2021-22, certifies that the planning process of the Metropolitan Transportation Commission (MTC) is in conformance with the applicable joint metropolitan transportation planning and programming regulations of the U.S. Department of Transportation (DOT), and authorizes MTC's Executive Director to apply for and execute agreements with the DOT for grants to aid in the financing of the OWP.

Re: Overall Work Program for Fiscal Year 2021-22, Certification of Compliance with Requirements of Federal Metropolitan Transportation Planning and Programming Regulations, and Authorization to Apply for and Execute Agreements for Federal Grants.

METROPOLITAN TRANSPORTATION COMMISSION

RESOLUTION NO. 4458

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation planning agency for the San Francisco Bay Area pursuant to Government Code Section 66500 *et seq.*; and

WHEREAS, MTC is also the designated Metropolitan Planning Organization (MPO) for the Bay Area and is charged with carrying out the metropolitan transportation planning and programming process required to maintain the region's eligibility for federal funds for transportation planning, capital improvements, and operations; and

WHEREAS, MTC has articulated goals and objectives for the region's transportation system through its current Regional Transportation Plan (RTP)/Sustainable Communities Strategy (SCS) entitled Plan Bay Area 2040, which was adopted in July 2017; and

WHEREAS, MTC has developed, in cooperation with the State of California and with publicly-owned operators of mass transportation services, a work program for carrying out continuing, comprehensive, and cooperative transportation planning; and

WHEREAS, an Overall Work Program (OWP) for planning activities in the Bay Area for FY 2021-22 has been prepared by MTC, the Association of Bay Area Governments, the California Department of Transportation (Caltrans), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA); and

WHEREAS, the OWP for Fiscal Year 2021-22 includes Caltrans' Unified Work Program for the fiscal year to achieve the goals and objectives in MTC's Regional Transportation Plan (RTP); and

WHEREAS, MTC's Administration Committee has reviewed and recommended adoption of the OWP for FY 2021-22; and

WHEREAS, 23 Code of Federal Regulations (CFR) 450.334 requires that the designated MPO certify each year that the planning process is being conducted in conformance with the applicable requirements; and

WHEREAS, MTC desires to apply for and execute one or more agreements with the United States Department of Transportation (DOT) for a grant(s) to aid in the financing of MTC's Overall Work Program for fiscal year 2021-22; now, therefore, be it

RESOLVED, that MTC does hereby adopt the FY 2021-22 OWP and proposed budget therein, attached hereto as Attachment A to this Resolution and incorporated herein as though set forth at length; and be it further

RESOLVED, that MTC certifies that MTC's planning process is addressing the major issues in the metropolitan area and will be conducted in accordance with 23 CFR 450.334 and the Fixing America's Surface Transportation Act (FAST Act) and applicable requirements that are set forth in Attachment B to this Resolution and incorporated herein as though set forth at length; and be it further

RESOLVED, that MTC's Administration Committee shall monitor, direct, and update the OWP as necessary during Fiscal Year 2021-22 and shall incorporate any amendments into appropriate supplements to the OWP; and be it further

RESOLVED, that the Executive Director or her designee is authorized to apply for and execute any agreements with DOT for grants to aid in the financing of MTC's Overall Work Program included in Attachment A to this Resolution and to execute any subsequent amendments to such agreement(s) consistent with Attachment C to this Resolution; and be it further

RESOLVED, that the Executive Director or designee is authorized to execute and file with such application assurances or other documentation requested by DOT of

MTC's compliance with applicable federal statutory and regulatory requirements; and be it further

RESOLVED, that the Executive Director or designee is authorized to make administrative changes to the grant application(s) so long as such changes do not affect the total amount of the grant or scope of work.

METROPOLITAN TRANSPORTATION COMMISSION

Alfredo Pedroza, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in San Francisco, California and at other remote locations on April 28, 2021.

Date: April 28, 2021
W.I.: 1152
Referred by: Administration Committee

Attachment A
Resolution No. 4458
Page 1 of 1

Attachment A is the FY 2021-22 Overall Work Program for Planning Activities in the San Francisco Bay Area. Copies are on file at the MTC library.

Attachment B
Resolution No. 4458
Page 1 of 1

In accordance with 23 CFR 450.334 and 450.218, and the Fixing America's Surface Transportation Act (the "FAST Act"), Metropolitan Transportation Commission ("MTC"), the Metropolitan Planning Organization for the San Francisco Bay Area, hereby certifies that the transportation planning process is addressing the major issues in the metropolitan planning area, and is being conducted in accordance with all applicable requirements, including:

- (1) 23 U.S.C. 134 and 135, 49 U.S.C. 5303 and 5304, and Part 450 of Subchapter E of Chapter 1 of Title 23 of the Code of Federal Regulations;
- (2) In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 1101(b) of the FAST Act (Pub.L. 114-94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- (8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of Title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Date: April 28, 2021
W.I.: 1152
Referred by: Administration Committee

Attachment C
Resolution No. 4458
Page 1 of 1

Attachment C includes all amendments and supplements to the FY 2021-22 Overall Work Program for Planning Activities in the San Francisco Bay Area. Copies are on file at the MTC offices.