



Metropolitan Transportation Commission

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

Meeting Agenda

Operations Committee

Committee Members:

Carol Dutra-Vernaci, Chair Damon Connolly, Vice Chair

*Eddie Ahn, David Canepa, Victoria Fleming,
Sam Liccardo, Libby Schaaf, and James P. Spering*

Non-Voting Members: Dorene M. Giacomini and Vacant

Friday, June 11, 2021

9:35 AM

Board Room - 1st Floor (REMOTE)

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 members who will participate in the meeting from individual remote locations.

A Zoom panelist link for meeting participants will be sent separately to Committee members.

The meeting webcast will be available at <http://mtc.ca.gov/whats-happening/meetings>. Members of the public are encouraged to participate remotely via Zoom at the following link or phone number. Committee Members 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. In order to get the full Zoom experience, please make sure your application is up to date.

Attendee Link: <https://bayareametro.zoom.us/j/87427874017>

iPhone One-Tap: US: +16699006833,,87427874017# or +14086380968,,87427874017#

Join by Telephone (for higher quality, dial a number based on your current location) US: +1 669 900 6833 or +1 408 638 0968 or +1 346 248 7799 or +1 253 215 8782 or +1 646 876 9923 or +1 301 715 8592 or +1 312 626 6799 or 888 788 0099 (Toll Free) or 877 853 5247 (Toll Free)

Webinar ID: 874 2787 4017

International numbers available: <https://bayareametro.zoom.us/j/87427874017>

Detailed instructions on participating via Zoom are available at:

<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.

1. Roll Call / Confirm Quorum

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

2. Pledge of Allegiance / Acknowledgement of the Flag**3. Compensation Announcement – Clerk of the Committee****4. Consent Calendar**

- 4a. [21-0773](#) Approval of Operations Committee Minutes of the May 14, 2021 Meeting

Action: Committee Approval

Attachments: [4a OPS Minutes May 2021.pdf](#)

- 4b. [21-0774](#) Contract - Motorist Aid System Support: TeleTran Tek Services, Inc. (\$500,000)

Action: Committee Approval

Presenter: Stephen Terrin

Attachments: [4b Contract Motorist Aid System Support \(Vendor\).pdf](#)

- 4c. [21-0775](#) Funding Agreement Amendment - "Safe on 17" Program: Santa Cruz County Regional Transportation Commission (\$150,000)

Action: Committee Approval

Presenter: Stephen Terrin

Attachments: [4c Funding Agreement Amendment Safe on 17 Program SCCRTC.pdf](#)

- 4d. [21-0776](#) Third Quarter MTC Service Authority for Freeways and Expressways (SAFE) Financial Statements December 2020

Action: Information

Presenter: Raymond Woo

Attachments: [4d 3rd Qtr SAFE Financial Statements FY21.pdf](#)

- 4e. [21-0777](#) Clipper® Contract Amendment - Next Generation Clipper® System Advisor Contract: IBI Group (IBI) (\$1,500,000)

Action: Committee Approval

Presenter: Jason Weinstein

Attachments: [4e IBI C2 Tech Advisor Amendment.pdf](#)

- 4f. [21-0778](#) Clipper® Contract Action: Technical, Strategic, and Long-Range Planning in Support of the Next Generation Clipper® System: Invoke Technologies, Inc. (\$500,000)
- Action:** Committee Approval
- Presenter:** Jason Weinstein
- Attachments:** [4f Clipper Invoke Contract Action Ops Ctte 06 11 21.pdf](#)
- 4g. [21-0815](#) Project Awards and Contracts- Program for Arterial System Synchronization (PASS) Fiscal Year 2021-22: Contracts:
- i. Kimley-Horn and Associates, Inc. (\$298,500); and
- ii. DKS Associates (\$183,000)
- Action:** i. Committee Approval
ii. Committee Approval
- Presenter:** Robert Rich
- Attachments:** [4g PASS Project Awards and Contracts.pdf](#)
- 4h. [21-0821](#) Contract Amendment - Resilient State Route 37 Program: Sonoma and Marin Counties Segment A (State Route 37 between US 101 and State Route 121) Design Alternative Assessment: T.Y. Lin International (\$430,000)
- Action:** Committee Approval
- Presenter:** Kevin Chen
- Attachments:** [4h TYLin SR 37 DAA Amendment.pdf](#)

5. Approval

- 5a. [21-0779](#) MTC Service Authority for Freeways and Expressways (SAFE) Resolution No. 68: Fiscal Year 2021-22 Operating and Capital Budget
- A request that the Committee refer to the Authority for approval, MTC SAFE Resolution No. 68, the MTC SAFE FY 2021-22 Operating and Capital Budgets.
- Action:** Authority Approval
- Presenter:** Raymond Woo
- Attachments:** [5a 2021 SAFE Budget-Res. 68. FY21-22.pdf](#)

6. Public Comment / Other Business

*Committee Members 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.*

7. Adjournment / Next Meeting

The next meeting of the Operations Committee will be Friday, July 9, 2021 at 9:45 a.m. remotely and by webcast as appropriate depending on the status of any shelter in place orders. 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 #: 21-0773 **Version:** 1 **Name:**
Type: Minutes **Status:** Consent
File created: 5/6/2021 **In control:** Operations Committee
On agenda: 6/11/2021 **Final action:**
Title: Approval of Operations Committee Minutes of the May 14, 2021 Meeting
Sponsors:
Indexes:
Code sections:
Attachments: [4a OPS Minutes May 2021.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Approval of Operations Committee Minutes of the May 14, 2021 Meeting

Recommended Action:

Committee Approval

Attachments:



Metropolitan Transportation Commission

Meeting Minutes - Draft

Operations Committee

Agenda Item 4a

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

Committee Members:

Carol Dutra-Vernaci, Chair Damon Connolly, Vice Chair

*Eddie Ahn, David Canepa, Victoria Fleming,
Sam Liccardo, Libby Schaaf, and James P. Spering*

Non-Voting Members: Dorene M. Giacomini and Vacant

Friday, May 14, 2021

9:35 AM

Board Room - 1st Floor (REMOTE)

1. Roll Call / Confirm Quorum

Present: 8 - Vice Chair Connolly, Commissioner Liccardo, Commissioner Spering,
Commissioner Ahn, Commissioner Canepa, Chair Dutra-Vernaci, Commissioner
Schaaf and Commissioner Fleming

Non-Voting Member Present: Commissioner Giacomini

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

Ad Hoc Non-Voting Members Present: Commissioner Papan and Commissioner Worth

2. Pledge of Allegiance / Acknowledgement of the Flag

3. Compensation Announcement – Clerk of the Committee

4. Consent Calendar

**Upon the motion by Commissioner Canepa and second by Commissioner
Spering, the Consent Calendar was unanimously approved. The motion carried
by the following vote:**

Aye: 8 - Vice Chair Connolly, Commissioner Liccardo, Commissioner Spering,
Commissioner Ahn, Commissioner Canepa, Chair Dutra-Vernaci, Commissioner
Schaaf and Commissioner Fleming

4a. [21-0570](#) Minutes of the April 9, 2021 Meeting

Action: Committee Approval

Attachments: [4a OPS Minutes Apr 2021.pdf](#)

- 4b. [21-0607](#) Customer Account Management Platform Contract Actions:
i. Purchase Order Amendment - Technical Salesforce Integration and Administration Services: Sapient Corporation (\$2,467,845)
ii. Purchase Order Amendment - Salesforce Licenses: Carahsoft Technology Corp (\$209,500)
Action: Committee Approval
Presenter: Shauna Callow
Attachments: [4b Customer Account Platform Contract Actions.pdf](#)
- 4c. [21-0638](#) Clipper® In-Person Customer Service Centers (IPCSCs) Contract Actions:
i. Contract Amendment - Faneuil, Inc. (\$435,000);
ii. Contract Amendment - Nematode Holdings, LLC (\$300,000); and
iii. Funding Agreement Amendment - Alameda-Contra Costa Transit District (\$250,000)
Action: Committee Approval
Presenter: Kelley Jackson
Attachments: [4c Clipper IPCSC Contract Actions.pdf](#)
- 4d. [21-0639](#) Contract Amendment - Customer Research, Education and Outreach for the Clipper® Program: MIG, Inc. (MIG) (\$1,500,000)
Action: Committee Approval
Presenter: Lysa Hale
Attachments: [4d Contract Amendment MIG.pdf](#)
- 4e. [21-0651](#) Contract - 511 Website Support Services: Kalamuna, Inc. (\$2,000,000)
Action: Committee Approval
Presenter: Alysha Nachtigall
Attachments: [4e 511 Website Support Services Contract.pdf](#)
- 4f. [21-0716](#) Contract - Grant Agreement between Metropolitan Transportation Commission and State of California, Wildlife Conservation Board to Fund a Regional Conservation Investment Strategy for the North Bay Baylands (\$640,000 incoming)
Action: Committee Approval
Presenter: Ben Botkin
Attachments: [4f RCISContractMemo_May2021.pdf](#)

- 4g. [21-0753](#) Master Cooperative Agreement- Funding between Metropolitan Transportation Commission and California Department of Transportation for Design Services for Interstate 880 (I-880) Fiber Communications Project (\$1,740,000)

Action: Committee Approval

Presenter: Emily Van Wagner

Attachments: [4g_Coop Agreement-I-880.pdf](#)

5. Approval

- 5a. [21-0571](#) Incident Management Program Update and Contract Actions:
- i. Incident Management Program Update
 - ii. Contract - Incident Management Strategic Plan: Parsons Transportation Group, Inc. (\$174,900)
 - iii. Contract - Traffic Incident Management Dashboard: mySidewalk, Inc. (\$300,000)

Update on Incident Management Program and two contract actions.

- Action:**
- i. Information
 - ii. Committee Approval
 - iii. Committee Approval

Presenter: Sarah Burnworth

Attachments: [5a Incident Management Program Contracts.pdf](#)

Upon the motion by Commissioner Spering and second by Vice Chair Connolly, the Incident Management Program Contract Actions: Contract - Incident Management Strategic Plan: Parsons Transportation Group, Inc. (\$174,900) and Contract - Traffic Incident Management Dashboard: mySidewalk, Inc. (\$300,000) was unanimously approved. The motion carried by the following vote:

- Aye:** 8 - Vice Chair Connolly, Commissioner Liccardo, Commissioner Spering, Commissioner Ahn, Commissioner Canepa, Chair Dutra-Vernaci, Commissioner Schaaf and Commissioner Fleming

- 5b. [21-0640](#) Clipper® Contract: Next-Generation Clipper (C2) Customer Service Center: WSP USA Services, Inc. (WSP) (\$20,709,014)

Approval to enter into a contract with WSP USA Services, Inc. (WSP) in the amount of \$20,709,014 as the customer service center vendor for the Next Generation Clipper (C2) regional fare payment system.

Action: Committee Approval

Presenter: Jason Weinstein

Attachments: [5b Next Gen Clipper Customer Service Center Vendor Contract Recommendation.pdf](#)

Aleta Dupree spoke on this item.
Roland Lebrun spoke on this item.

Upon the motion by Commissioner Sperling and second by Commissioner Ahn, the Clipper® Contract: Next-Generation Clipper (C2) Customer Service Center: WSP USA Services, Inc. (WSP) (\$20,709,014) was approved. The motion carried by the following vote:

Aye: 7 - Vice Chair Connolly, Commissioner Liccardo, Commissioner Sperling, Commissioner Ahn, Chair Dutra-Vernaci, Commissioner Schaaf and Commissioner Fleming

Absent: 1 - Commissioner Canepa

6. Public Comment / Other Business

Aleta Dupree was called to speak.
Carlos Romero, Vice Mayor, City of East Palo Alto was called to speak.

- [21-0694](#) Correspondence Received

Action: Information

Attachments: [6 Correspondence-FSP Letter Lima Tow PII.pdf](#)

7. Adjournment / Next Meeting

The next meeting of the Operations Committee will be Friday, June 11, 2021 at 9:35 a.m. remotely and by webcast as appropriate depending on the status of any shelter in place orders. 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 #: 21-0774 **Version:** 1 **Name:**

Type: Contract **Status:** Consent

File created: 5/6/2021 **In control:** Operations Committee

On agenda: 6/11/2021 **Final action:**

Title: Contract - Motorist Aid System Support: TeleTran Tek Services, Inc. (\$500,000)

Sponsors:

Indexes:

Code sections:

Attachments: [4b_Contract_Motorist Aid System Support \(Vendor\).pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Contract - Motorist Aid System Support: TeleTran Tek Services, Inc. (\$500,000)

Presenter:
Stephen Terrin

Recommended Action:
Committee Approval

Attachments:

**Metropolitan Transportation Commission
Operations Committee**

June 11, 2021

Agenda Item 4b

Contract – Motorist Aid System Support: TeleTran Tek Services, Inc. (\$500,000)

Subject: Contract – Motorist Aid System Support: TeleTran Tek Services, Inc. (TeleTran Tek).

Background: Since 1992, MTC SAFE has employed a Motorist Aid System Support Consultant to provide motorist aid system support in the form of data collection and analysis for the Call Box Program and the Freeway Service Patrol (FSP). For the Call Box Program, the operational data collected includes monthly call box answering statistics, maintenance repairs and service occurrences, and cellular service activities. For FSP, this consultant collects data on number and type of assists and tow truck drivers' performance. The data is used to determine the quality of service being provided by the various partners and contractors in both programs and address deficiencies.

MTC SAFE's contract with the current consultant, TeleTran Tek, is due to expire on June 30, 2021. Thus, a request for proposal (RFP) was released in March to retain a consultant to continue providing such data for both the Call Box Program and FSP. The resulting contract would be for a five-year term.

MTC SAFE received one responsive proposal from TeleTran Tek and this firm was rated based on the following three evaluation criteria: qualifications and experience of firm/personnel (40%), work plan (35%), and cost effectiveness (25%). Due to the technical nature of this data and the intensive data processing required, it is important that these services be contracted to a qualified technical consultant.

Based on the proposal evaluation of the proposer, the evaluation panel comprised of MTC SAFE staff found that TeleTran Tek's proposed cost of \$100,000 per FY is an acceptable contract price, and their familiarity with the program provides reliability and expertise in data extraction. They have extensive experience with intensive data processing and reporting for Call Box and FSP Programs in the state and have pre-existing relationships with our programs' data sources including Caltrans and California Highway Patrol (CHP). TeleTran Tek is neither a small business nor a disadvantaged business enterprise and has no subcontractors.

Issues: None identified.

Recommendation: Staff recommends that the Operations Committee authorize the Executive Director or designee to negotiate and enter into a contract with TeleTran Tek Services, Inc. for the period of July 1, 2021 through June 30, 2026 in the amount not to exceed \$500,000, subject to the annual agency budget approval.

Attachments: None


Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract

Work Item No.:	6031
Agency:	TeleTran Tek Services, Inc. Loveland, CO
Work Project Title:	Motorist Aid System Support
Purpose of Project:	To provide motorist aid system support for MTC SAFE for FY 2022 through FY 2026.
Brief Scope of Work:	Provide data collection and analysis services for the various motorist aid programs operated by MTC SAFE, including the FSP and Call Box Programs
Project Cost Not to Exceed:	\$500,000
Funding Source:	SAFE
Fiscal Impact:	\$100,000 is subject to approval of FY 2021-22 agency budget \$100,000 is subject to approval of FY 2022-23 agency budget \$100,000 is subject to approval of FY 2023-24 agency budget \$100,000 is subject to approval of FY 2024-25 agency budget \$100,000 is subject to approval of FY 2025-26 agency budget
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into an agreement with TeleTran Tek Services, Inc. to provide the services described above and in the Operations Committee Summary Sheet dated June 11, 2021 and that the Chief Financial Officer is authorized to set aside funds for such agreement in the amount of \$100,000 for FY 2021-22; \$100,000 for FY 2022-23; \$100,000 for FY 2023-24; \$100,000 for FY 2024-25; and \$100,000 for FY 2025-26, subject to annual MTC SAFE budget approval.
Operations Committee:	<hr/> Carol Dutra-Vernaci, Chair
Approved:	Date: June 11, 2021



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-0775 **Version:** 1 **Name:**

Type: Contract **Status:** Consent

File created: 5/6/2021 **In control:** Operations Committee

On agenda: 6/11/2021 **Final action:**

Title: Funding Agreement Amendment - "Safe on 17" Program: Santa Cruz County Regional Transportation Commission (\$150,000)

Sponsors:

Indexes:

Code sections:

Attachments: [4c Funding Agreement Amendment Safe on 17 Program SCCRTC.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Funding Agreement Amendment - "Safe on 17" Program: Santa Cruz County Regional Transportation Commission (\$150,000)

Presenter:

Stephen Terrin

Recommended Action:

Committee Approval

Attachments:

**Metropolitan Transportation Commission
Operations Committee**

June 11, 2021

Agenda Item 4c

**Funding Agreement Amendment – “Safe on 17” Program:
Santa Cruz County Regional Transportation Commission (\$150,000)**

Subject: Funding Agreement Amendment – “Safe on 17” Program: Santa Cruz County Regional Transportation Commission (SCCRTC).

Background: Since 2002, MTC SAFE has provided funding to the Santa Cruz County Regional Transportation Commission (SCCRTC) for additional California Highway Patrol (CHP) enforcement along Highway 17 in order to reduce traffic incidents, injuries and fatalities. The funding provided by MTC SAFE is used for CHP enforcement on the Santa Clara County side of Highway 17. SCCRTC pays for enforcement on the Santa Cruz County side of SR-17 and oversees the program. Since its inception, the “Safe on 17” Program has produced an almost 50 percent reduction in annual fatality and injury collisions. The current agreement with SCCRTC for “Safe on 17” service was entered into on July 1, 2018 and expires on June 30, 2021.

Due to the proven benefits of this program, staff is requesting that the Committee authorize continued funding for the “Safe on 17” program for an additional three-year period (through June 30, 2024) in the amount of \$50,000 per fiscal year beginning July 1, 2021, for a total of \$150,000.

Issues: None identified.

Recommendation: Staff recommends that the Operations Committee authorize the Executive Director or designee to negotiate and enter into a funding agreement amendment with Santa Cruz County Regional Transportation Commission in an amount not to exceed \$150,000 to provide additional CHP enforcement hours on Highway 17 through June 30, 2024.

Attachments: None



Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Funding Agreement Amendment

Work Item No.:	6031
Agency:	Santa Cruz County Regional Transportation Commission Santa Cruz, CA
Work Project Title:	“Safe on 17” Program
Purpose of Project:	Reduce accidents, injuries, and fatalities along Highway 17.
Brief Scope of Work:	Provide funds for additional CHP enforcement hours on Highway 17 through June 30, 2024.
Project Cost Not to Exceed:	\$150,000 this amendment Total funding agreement before this amendment: \$925,000 Total authorized funding agreement after this amendment: \$1,075,000
Funding Source:	SAFE
Fiscal Impact:	\$50,000 is subject to approval of FY 2021-22 agency budget \$50,000 is subject to approval of FY 2022-23 agency budget \$50,000 is subject to approval of FY 2023-24 agency budget
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a funding agreement amendment with Santa Cruz County Regional Transportation Commission to provide the services described above and in the Operations Committee Summary Sheet dated June 11, 2021, and that the Chief Financial Officer is authorized to set aside funds for such amendment in the amount of \$50,000 for FY 2021-22; \$50,000 for FY 2022-23; and \$50,000 for FY 2023-24, subject to annual MTC SAFE budget approval.
Operations Committee:	<hr/> Carol Dutra-Vernaci, Chair
Approved:	Date: June 11, 2021



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-0776 **Version:** 1 **Name:**
Type: Report **Status:** Consent
File created: 5/6/2021 **In control:** Operations Committee
On agenda: 6/11/2021 **Final action:**
Title: Third Quarter MTC Service Authority for Freeways and Expressways (SAFE) Financial Statements December 2020

Sponsors:

Indexes:

Code sections:

Attachments: [4d 3rd Qtr SAFE Financial Statements FY21.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Third Quarter MTC Service Authority for Freeways and Expressways (SAFE) Financial Statements
December 2020

Presenter:

Raymond Woo

Recommended Action:

Information

Attachments:

**Metropolitan Transportation Commission
Service Authority for Freeways and Expressways
Operations Committee**

June 11, 2021

Agenda Item 4d

**Third Quarter MTC Service Authority for Freeways and Expressways (SAFE)
Financial Statements December 2020**

Subject: MTC SAFE financial statements for the third quarter ending March 31, 2021.

MTC SAFE continues to operate well within budget expectations for FY 2020-21. With 75% of the budget year passed, total revenue for MTC SAFE and Freeway Service Patrol (FSP) combined is approximately \$12.1 million, 57% of the \$21.1 million approved budget. Total expenses are approximately \$11.1 million, excluding encumbered contracts, or 49% of the \$22.8 million approved budget. The operating surplus is approximately \$1.0 million as of March 2021 and shows as an operating reserve transfer in Attachment A: Third Quarter SAFE Financial Statements. Salary and benefit expense is at 73% of the adopted budget, which is slightly below the 75% budget target for three quarters of the fiscal year.

General highlights include:

Freeway Assist Program

Total revenue is \$5.0 million or 78% of the approved budget. The additional revenue is the result of slightly higher vehicle registration fees. This revenue increased by 9% over the last quarter as shown in the Total DMV Revenue graph. DMV registration fees make up 99% of the total revenue for the program.

Year-to-date Freeway Assist Program total operating expenses are approximately \$1.2 million or 43% of the adopted budget. Maintenance, inspection and telecommunication activities continue to be slow due to the pandemic. Activities are expected to rise until year end but not enough to fully incur all budgeted contract expenses.

(FSP Program

Total revenue is \$7.0 million or 48% of the approved budget while total expenses are \$9.5 million or 50% of the approved budget. The operating shortfall of \$2.5 million is covered by a budgeted transfer from the Callbox Program. Through March 2021, FSP has utilized \$2.4 million, or 57% of the budgeted transfer in of \$4.3 million.

The majority of the FSP Program expenses are towing contracts. Actual year-to-date expense is \$8.8 million with a related encumbered balance of \$5.8 million. Combining actual expenditures and the remaining contract encumbrance will push year-end expenses to \$14.6 million, or 86% of the adopted budget. We should not fully incur all budgeted contract expenses as activities are not yet back to pre-pandemic level.

Capital Programs


The total life-to-date budget for the Capital Program is \$13 million. As of the end of the third quarter of FY 2020-21, life-to-date expenses for those programs plus encumbrances total \$10.5 million.

Actions under Executive Director Contract signature authority: There were no actions taken under Executive Director Contract signature authority during the Third Quarter.

If you have any questions about this report, please contact Brian Mayhew at (415) 778-6730.

Recommendation: None. This item is provided as information only.

Attachments: Attachment A: Third Quarter SAFE Financial Statements


Therese W. McMillan

MTC Service Authority for Freeways and Expressways
Operating Budget
As of March 2021

	1	2	3	4	5	6
	FY 2020-21 Budget	Actual YTD	Budget Balance Over/(Under)	% of Budget	% of Budget year Expired	Encumbrances
<u>SAFE Summary</u>						
REVENUE:						
Freeway Assist Program	6,442,000	5,019,050	(1,422,950)	77.9%	75.0%	-
FSP Program	14,625,000	7,046,179	(7,578,821)	48.2%	75.0%	-
Total Revenue	21,067,000	12,065,229	(9,001,771)	57.3%	0.0%	-
EXPENSES:						
Freeway Assist Program	2,789,444	1,191,277	(1,598,167)	42.7%	75.0%	401,386
FSP Program	18,887,897	9,466,262	(9,421,635)	50.1%	75.0%	6,262,806
Total Expenses	21,677,341	10,657,539	(11,019,802)	49.2%	75.0%	6,664,192
OPERATING/CAPITAL TRANSFERS In (Out):						
MTC	(1,100,000)	(405,135)	694,865	36.8%	75.0%	-
Operating Reserve	1,710,341	(1,002,555)	(2,712,896)	-58.6%	75.0%	-
Total Transfers	610,341	(1,407,690)	(2,018,031)	-230.6%	75.0%	-
NET Operating Revenue (Exp)	-	-	-			

	1	2	3	4	5	6
	FY 2020-21 Budget	Actual YTD	Budget Balance Over/(Under)	% of Budget	% of Budget year Expired	Encumbrances
<u>Freeway Assist Program</u>						
REVENUE:						
Vehicle Registration Fees	6,402,000	4,998,444	(1,403,556)	78.1%	75.0%	-
Interest Income	40,000	4,487	(35,513)	11.2%	75.0%	-
Other Revenue	-	16,119	16,119	0.0%	75.0%	-
Total Revenue	6,442,000	5,019,050	(1,422,950)	77.9%	75.0%	-
EXPENSE:						
Salaries and Benefits	542,100	386,212	(155,888)	71.2%	75.0%	-
General Operations	740,800	363,862	(376,938)	49.1%	75.0%	24,601
Consultant Services	500,000	118,572	(381,428)	23.7%	75.0%	131,428
Callbox Operating Expense	1,006,544	322,631	(683,913)	32.1%	75.0%	245,356
Total Expense	2,789,444	1,191,277	(1,598,167)	42.7%	75.0%	401,386
OPERATING/CAPITAL TRANSFERS In (Out):						
MTC	(1,100,000)	(405,135)	(694,865)	36.8%	75.0%	-
FSP	(4,262,897)	(2,420,083)	(1,842,814)	56.8%	75.0%	-
Operating Reserve	1,710,341	(1,002,555)	2,712,896	-58.6%	75.0%	-
Total Transfers	(3,652,556)	(3,827,773)	175,217	104.8%	75.0%	-
NET Operating Revenue (Exp)	-	-	-			

	1	2	3	4	5	6
	FY 2020-21 Budget	Actual YTD	Budget Balance Over/(Under)	% of Budget (col 2/1)	% of Budget year Expired	Encumbrances
<u>FSP Program</u>						
REVENUE:						
Local Assistance Program (LAP)	7,200,000	5,684,079	(1,515,921)	78.9%	75.0%	-
SB1	7,425,000	1,362,100	(6,062,900)	18.3%	75.0%	-
Total Revenue	14,625,000	7,046,179	(7,578,821)	48.2%	75.0%	-
EXPENSE:						
Salaries and Benefits	319,000	241,236	(77,764)	75.6%	75.0%	-
General Operations	234,000	186,198	(47,802)	79.6%	75.0%	3,000
Consultant Services	125,000	58,334	(66,666)	46.7%	75.0%	56,039
Freeway Serv Operating Expense	1,209,897	157,046	(1,052,851)	13.0%	75.0%	371,606
FSP Tow Beat Expense	17,000,000	8,823,448	(8,176,552)	51.9%	75.0%	5,832,161
Total Expense	18,887,897	9,466,262	(9,421,635)	50.1%	75.0%	6,262,806
TRANSFERS In (Out):						
Transfers from Callbox	4,262,897	2,420,083	(1,842,814)	56.8%	75.0%	-
Total Transfers	4,262,897	2,420,083	(1,842,814)	56.8%	75.0%	-
Ending Balance	-	-	-			

MTC Service Authority for Freeways and Expressways
Capital Budget
As of March 2021

	1	2	3	4	5
<u>Capital Program</u>	LTD Budget			Project Balance	Actual LTD
	Thru FY 2020-21	Actual LTD	Encumbrance	LTD	plus Encumb
<u>Active Programs</u>					
REVENUE:					
STP	1,556,260	1,131,161	-	425,099	1,131,161
Total Revenue	1,556,260	1,131,161	-	425,099	1,131,161
EXPENSE:					
6306-Data - AVL telecom system update	3,826,260	2,479,014	478,983	868,263	2,957,997
6314-Callbox Site Mitigation	2,744,331	1,373,812	76,359	1,294,160	1,450,171
6318-Commuter Parking Initiative	5,700,000	5,700,000	-	-	5,700,000
6320-Emergency/Major Incidents Program	1,000,000	349,236	30,452	620,312	379,688
Total Expense	13,270,591	9,902,062	585,794	2,782,735	10,487,856
TRANSFERS In/(Out):					
SAFE	11,714,331	11,714,331	-	-	11,714,331
Total Transfer In/(Out)	11,714,331	11,714,331	-	-	11,714,331
Ending Balance	-	2,943,430	(585,794)	-	2,357,636



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-0777 **Version:** 1 **Name:**

Type: Contract **Status:** Consent

File created: 5/6/2021 **In control:** Operations Committee

On agenda: 6/11/2021 **Final action:**

Title: Clipper® Contract Amendment - Next Generation Clipper® System Advisor Contract: IBI Group (IBI) (\$1,500,000)

Sponsors:

Indexes:

Code sections:

Attachments: [4e IBI C2 Tech Advisor Amendment.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Clipper® Contract Amendment - Next Generation Clipper® System Advisor Contract: IBI Group (IBI) (\$1,500,000)

Presenter:

Jason Weinstein

Recommended Action:

Committee Approval

Attachments:

**Metropolitan Transportation Commission
Operations Committee**

June 11, 2021

Agenda Item 4e

**Clipper[®] Contract Amendment – Next Generation Clipper[®] System Advisor Contract:
IBI Group (IBI) (\$1,500,000)**

Subject: Request for approval of a contract amendment to extend the IBI contract term to June 2023 and to add \$1,500,000 over FYs 2021-22 and 2022-23 to provide technical advice to MTC and the transit operators, support management of the next generation Clipper system integrator contract, oversee design and testing of the next generation Clipper system, support related Clipper system procurements, and provide additional consulting services as needed to support delivery of the next generation Clipper system.

Background: In 2015, MTC and the operators worked to develop a scope of work for a consultant to advise and help manage the procurement and implementation of the next generation Clipper system and, after a competitive procurement, awarded a contract for this work to IBI. The IBI contract scope includes support for:

- System design;
- System development;
- Testing; and
- Transition to a new fare payment system and operations.

The contract originally provided for a contract period through June 2020 with options to extend up to an additional 10 years and included support of one or more procurements for the new system. An amendment to the contract approved by this Committee in April 2019 extended the contract period to June 30, 2021, and added \$4M to the contract for IBI's support through that period. Given MTC's strategy of awarding task-based scopes of work priced on a not-to-exceed basis, MTC has been able to manage IBI's contract such that these allocated funds will last beyond June 30, 2021. As a result, MTC recently executed another amendment that extended the term of the contract with IBI to June 30, 2022, without adding additional funds.

The initial IBI contract term was set to allow MTC and the transit operators the opportunity to re-evaluate Clipper next-generation technical advisor needs at key points (at completion of the system integrator procurement, and after system implementation) so that we could develop another technical advisor support strategy if the work of IBI was deemed unsatisfactory. MTC and transit operator staff have been satisfied with IBI's work to date, as exemplified by IBI's quality work on the Clipper Customer Service Center procurement over the past year.

The proposed contract amendment would add another year to IBI's contract period, extending it to June 30, 2023, and would add \$1.5 million for IBI's support through that date. These funds are expected to be needed for work subsequent to October 2021, as current funds in the contract are sufficient to fund IBI's work until then.

Specific tasks supported by the addition of the \$1.5 million would include but are not limited to overall program management support through the contract term, advisory services related to the next generation Clipper system implementation, system installation, transition, operations and maintenance oversight and management, and account-based equipment installation support.


Attachment A includes a summary of IBI and its project team's small business and disadvantaged business enterprise status.

This contract amendment is contemplated and included in the Two-Year Clipper Budget and Work Plan. The Clipper Executive Board approved this proposed contract action at its May 17, 2021 meeting.

Issues: None identified

Recommendation: Staff recommends that the Committee authorize the Executive Director or designee to negotiate and enter into a contract amendment with IBI to extend the term of the contract with IBI to June 30, 2023 and to add \$1,500,000 over FYs 2021-22 and 2022-23 to provide next generation Clipper system consultant and technical advisory support, as described above.

Attachment: Attachment A: Disadvantaged Business Enterprise and Small Business Enterprise Status



Therese McMillan

Small Business and Disadvantaged Business Enterprise Status

	Firm Name	Role on Project	DBE* Firm			SBE** Firm		
			Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	IBI Group	System Advisor			X			X
Subcontractor	Alco Consulting	System Advisor Support			X			X
Subcontractor	Clevor Consulting Group	System Advisor Support			X			X
Subcontractor	HDS Consulting, Ltd.	System Advisor Support			X			X
Subcontractor	The Transport Group	System Advisor Support	X	40819				X
Subcontractor	Wardley Consulting Group	System Advisor Support			X			X
Subcontractor	Law Office of Melanie J. Morgan	System Advisor Support			X			X

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

**Denotes certification by the State of California.

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

Contractor:	IBI Group Seattle, WA
Work Project Title:	Next Generation Clipper System Consultant Support
Purpose of Project:	Provide technical support, advice and management services to support multiple next generation Clipper system procurements and oversight of the work to be performed by the next generation System Integrator.
Brief Scope of Work:	Provide technical advice services through June 2023
Project Cost Not to Exceed:	\$1,500,000 (this amendment) Total contract amount including amendments before this amendment = \$9,000,000 Total contract amount with this amendment = \$10,500,000
Funding Source:	TCP, STP (FTA/FHWA) / CMAQ (OBAG 1 and OBAG 2), STA, Regional Measure 2 Capital, Regional Measure 2 Operating, Regional Measure 3, LCTOP, Fare Media and Card Fee Revenue, SB1 State of Good Repair, BATA Rehab
Fiscal Impact:	Funds dependent on the approval of the FY 2021-22 and FY 2022-23 MTC agency budgets
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with IBI Group, for the purposes described above and in the Operations Committee Summary Sheet dated June 11, 2021, and that the Chief Financial Officer is authorized to set aside \$1,500,000 for such contract amendment, subject to approval of future agency budgets.
Operations Committee:	<hr/> Carol Dutra-Vernaci, Chair
Approved:	Date: June 11, 2021



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-0778 **Version:** 1 **Name:**
Type: Contract **Status:** Consent
File created: 5/6/2021 **In control:** Operations Committee
On agenda: 6/11/2021 **Final action:**
Title: Clipper® Contract Action: Technical, Strategic, and Long-Range Planning in Support of the Next Generation Clipper® System: Invoke Technologies, Inc. (\$500,000)

Sponsors:

Indexes:

Code sections:

Attachments: [4f Clipper Invoke Contract Action Ops Ctte 06 11 21.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Clipper® Contract Action: Technical, Strategic, and Long-Range Planning in Support of the Next Generation Clipper® System: Invoke Technologies, Inc. (\$500,000)

Presenter:

Jason Weinstein

Recommended Action:

Committee Approval

Attachments:

**Metropolitan Transportation Commission
Operations Committee**

June 11, 2021

Agenda Item 4f

**Clipper® Contract Action: Technical, Strategic, and Long-Range Planning in Support of the
Next Generation Clipper® System: Invoke Technologies, Inc. (\$500,000)**

Subject: Request for approval of a contract for planning in support of the Next Generation Clipper® (C2) System: Invoke Technologies, Inc. (Invoke) (\$500,000).

Background: Invoke was pre-qualified for professional services under the Electronic Payments Section (EPS) Consultant Assistant Bench that was competitively procured and established in 2020. Under the EPS Consultant Assistant Bench, Invoke is qualified to deliver services under four categories: program management, planning, operational monitoring and reporting, and technology oversight. Staff recommends a direct selection award for this engagement because Invoke demonstrates exceptional strategic planning expertise and experience with regard to the C2 project. Invoke is able to apply experience from the development of LA Metro's mobile app to the Clipper® mobile app. Invoke is also responsible for the creation of LA Metro's multimodal platform to support future Mobility-as-a-Service (MaaS) implementations and is uniquely positioned to support MTC's development of a strategy to potentially use Clipper® to support expanded payments for mobility services.

Under three previous operational consultant assistant benches, Invoke has delivered services related to the procurement and implementation of the C2 system, including general program management support, contract approach, systems engineering review, and mobile application design and development. Invoke has informed the C2 implementation process with its industry experience and specialized knowledge gained from its work on LA Metro's fare program.

This proposed contract is contemplated and included in the Two-Year Clipper Budget and Work Plan. The Clipper Executive Board approved this proposed contract action at its May 17, 2021 meeting. Invoke and its subcontractor's small business enterprise and disadvantaged business enterprise status is set forth in Attachment A.

Issues: None identified.

Recommendation: Staff recommends that the Committee authorize the Executive Director or designee to negotiate and enter into a Contract with Invoke in an amount not to exceed \$500,000, to provide the professional services as described above for the period July 1, 2021 to June 30, 2023.

Attachment: Attachment A: Disadvantaged Business Enterprise and Small Business Enterprise Status


Therese W. McMillan

Small Business Enterprise and Disadvantaged Business Enterprise Status

	Firm Name	Role on Project	DBE* Firm			SBE** Firm		
			Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	Invoke, Inc.	Program management, planning, operational monitoring and reporting and technology oversight			X			X
	Matsumoto Consulting	Program management, planning, operational monitoring and reporting and technology oversight	X	42505				X
Subcontractor								

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REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract

Contractor:	Invoke Technologies, Inc. Del Mar, California
Work Project Title:	Technical, strategic, and long-range planning in support of the implementation of the Next Generation Clipper® (C2) System
Purpose of Project:	Consultant services for implementation of the C2 System
Brief Scope of Work:	Provide consultant services for program management, planning, operational monitoring and reporting, technology oversight, and other matters relevant to the C2 project.
Project Cost Not to Exceed:	\$500,000
Funding Source:	FTA, FHWA, OBAG 1 & 2, STP, CMAQ, TCP, Regional Measure 2 Capital, Regional Measure 3, SB1 State of Good Repair
Fiscal Impact:	Funds dependent on the approval of the FYs 2021-22 and 2022-23 MTC agency budgets
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a contract with Invoke Technologies, Inc. for the purposes described above and in the Operations Committee Summary Sheet dated June 11, 2021 and that the Chief Financial Officer is authorized to set aside \$500,000 for such contract, subject to approval of future agency budgets.
Operations Committee:	<hr/> Carol Dutra-Vernaci, Chair
Approved:	June 11, 2021



Metropolitan Transportation Commission

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Legislation Details (With Text)

File #: 21-0815 **Version:** 1 **Name:**
Type: Contract **Status:** Consent
File created: 5/13/2021 **In control:** Operations Committee
On agenda: 6/11/2021 **Final action:**
Title: Project Awards and Contracts- Program for Arterial System Synchronization (PASS) Fiscal Year 2021-22: Contracts:
i. Kimley-Horn and Associates, Inc. (\$298,500); and
ii. DKS Associates (\$183,000)

Sponsors:

Indexes:

Code sections:

Attachments: [4g_PASS Project Awards and Contracts.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Project Awards and Contracts- Program for Arterial System Synchronization (PASS) Fiscal Year 2021-22: Contracts:
i. Kimley-Horn and Associates, Inc. (\$298,500); and
ii. DKS Associates (\$183,000)

Presenter:

Robert Rich

Recommended Action:

- i. Committee Approval
- ii. Committee Approval

Attachments:

Metropolitan Transportation Commission Operations Committee

June 11, 2021

Agenda Item 4g

Project Awards and Contracts– Program for Arterial System Synchronization (PASS)

Fiscal Year 2021-22: Contracts:

- i. Kimley-Horn and Associates, Inc. (\$298,500); and
- ii. DKS Associates (\$183,000)

Subject:	Project Awards and New Contracts for Program for Arterial System Synchronization (PASS) Fiscal Year 2021-22 Cycle of Projects.
Background:	<p>The region’s arterials carry heavy traffic and experience significant congestion during peak and non-peak periods. For 28 years, MTC has been administering the PASS or similar service to provide technical assistance to Bay Area agencies, cities and counties to re-time traffic signals to improve traffic operations.</p> <p>i. PASS FY 2021-22 Cycle of Projects</p> <p>On March 3, 2021, MTC issued a PASS Call for Projects and subsequently received six (6) applications from local agencies that nominated one or more arterial corridors for signal timing technical assistance. Applications were received from jurisdictions in Alameda, Contra Costa, San Mateo, and Marin Counties. Staff evaluated each application against the following project evaluation criteria: 1) ability to meet PASS goals – improve travel time and travel time reliability, improve air quality, and improve safety for motorists, transit riders, pedestrians, and bicyclists; 2) project readiness; and 3) project management capacity.</p> <p>Based on the evaluation, staff recommends approval of six (6) applications covering eleven (11) qualifying arterial corridors for the FY 2021-22 cycle, as identified in Attachment A.</p> <p>ii. Contracts – PASS Technical Consultant Services:</p> <p>In March 2021, staff reviewed Statements of Qualifications (SOQs) submitted for the 2016 On-Call Transportation Planning and Engineering Services bench, Service Category E: Arterial Operations. Of the 10 pre-qualified firms, four (4) have consistently been selected on the basis of superior qualifications and experience with signal timing projects. These firms are: DKS Associates, Iteris, Inc., Kimley-Horn and Associates, Inc., and TJKM Transportation Consultants. However, due to the low number of PASS projects for this FY2021-22 cycle, staff recommends assigning the six projects to Kimley-Horn and Associates, Inc. and DKS Associates through a direct selection process. These two firms were selected based on prior experience working with the recommended grantee agencies and other factors, including project size.</p> <p>Attachment B includes a summary of the consultants and their project teams’ small business and disadvantaged business enterprise status.</p>
Issues:	None identified.

Recommendation: Staff recommends that this Committee approve the PASS FY 2021-22 Cycle of Projects listed in Attachment A. Staff also recommends that this Committee authorize the Executive Director or designee to negotiate and enter into contracts with the following consultants to provide technical assistance for the PASS projects through June 30, 2022: Kimley-Horn and Associates, Inc. (\$298,500); and DKS Associates (\$183,000).

Attachments: Attachment A: PASS Project Awards
Attachment B: Selected Firms and their project teams' DBE and SBE status


Therese W. McMillan

Project and Consultant Recommendations for Program for Arterial System Synchronization (PASS): FY 2021-22 Cycle of Projects										
#	County	Project Sponsor	Project Corridor(s) (# of signals)	# of Signals	Program Dollars by Project					Consultant
					Source		Expenditure			
					MTC PASS Grant	Local Match	Consultant Services	Hardware	Total Budget	Consultant
1	Alameda	Alameda County	East 14 th St/Mission	11	\$28,050	\$4,950	\$33,000	\$0	\$33,000	DKS
2	Contra Costa	City of Clayton	Clayton Rd	9	\$23,648	\$7,852	\$24,300	\$7,200	\$31,500	Kimley-Horn
3	Alameda	City of Fremont	Thornton Ave (6) Mowry Ave (5) Blacow Rd. (5) Central Ave (4) Osgood Rd/Warm Springs Blvd. (16)	36	\$235,870	\$43,930	\$274,200	\$5,600	\$279,800	Kimley-Horn
4	Marin	Marin County	Sir Francis Drake Boulevard	11	\$54,450	\$11,550	\$66,000	\$0	\$66,000	DKS
5	San Mateo	City of Millbrae	El Camino Real (12) Millbrae Ave (6)	18	\$48,000	\$8,400	\$54,000	\$2,400	\$56,400	DKS
6	San Mateo	City of San Mateo	19 th Avenue-Fashion Island Blvd./ Concar Drive / Delaware Street	10	\$30,250	\$7,750	\$30,000	\$8,000	\$38,000	DKS
Total				95	\$420,268	\$84,432	\$481,500	\$23,200	\$504,700	
<i>Contingency (~10%)</i>					<i>\$42,000</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>\$42,000</i>	
Total FY2021-22 PASS Program					\$462,268	\$84,432	\$481,500	\$23,200	\$546,700	

Small Business and Disadvantaged Business Enterprise Status

#	Firm	Role on Project	DBE* Firm			SBE** Firm		
			Yes	If Yes, List #	No	Yes	If Yes, List #	No
1	Kimley-Horn and Associates, Inc. (Prime Contractor)	Analyze and execute signal retiming			X			X
	Wiltec (Subcontractor)	Traffic Counts	X	8440				X
	Traffic Research & Analysis, Inc. (Subcontractor)	Traffic Counts	X	8197				X
2	DKS Associates (Prime Contractor)	Analyze and execute signal retiming			X			X
	W&S Solutions (Subcontractor)	Traffic Counts	X	38506				X
	IDAX Data Solutions (Subcontractor)	Traffic Counts			X			X

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REQUEST FOR COMMITTEE APPROVAL

Summary of Program of Projects

Work Item No.:	1234
Project Title:	Program for Arterial System Synchronization (PASS) FY 2021-22 Cycle of Projects
Cycle of Projects:	See Attachment A to the Operations Committee Summary Sheet dated June 11, 2021
Program Description:	A program that improves arterial operations by providing technical assistance to Bay Area agencies to re-time traffic signals to improve signal coordination.
Funds for Projects:	PASS FY 2021-22 = \$546,700 (Attachment A)
Funding Source:	STP = \$462,268 Local Match = \$84,432
Fiscal Impact:	Funding is included in the FY 2021-22 MTC Budget.
Motion by Committee:	That the projects listed in Attachment A in the Operations Committee Summary Sheet dated June 11, 2021 for the FY 2021-22 PASS Cycle of Projects are approved.
Operations Committee:	
	<hr/> Carol Dutra-Vernaci, Chair
Approved:	Date: June 11, 2021

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contracts

Work Item No.:	1234
Consultant:	1) Kimley-Horn and Associates, Inc., Pleasanton, CA 2) DKS Associates, Oakland, CA
Work Project Title:	Program for Arterial System Synchronization (PASS) FY 2021-22 Technical Consultant Services
Purpose of Project:	To provide traffic engineering assistance to Bay Area jurisdictions for re-timing and synchronizing their traffic signals.
Brief Scope of Work:	Analyze existing conditions, including data collection and development of computer models; develop new signal timing plans; implement and fine-tune timing plans; and conduct performance evaluations.
Project Cost Not to Exceed:	Kimley-Horn and Associates, Inc: (\$298,500) DKS Associates: (\$183,000)
Funding Source:	STP: \$408,668 Local agency matching funds: \$72,832
Fiscal Impact:	Funding is included in the FY 2021-22 MTC Budget
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into contracts with the listed firms for a one-year period ending June 30, 2022 for the purposes described above and in the Operations Committee Summary Sheet dated June 11, 2021 and that the Chief Financial Officer is authorized to set aside funds for such contracts in the amounts set forth above.
Operations Committee:	<hr/> Carol Dutra-Vernaci, Chair
Approved:	June 11, 2021



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-0821 **Version:** 1 **Name:**
Type: Contract **Status:** Consent
File created: 5/18/2021 **In control:** Operations Committee
On agenda: 6/11/2021 **Final action:**
Title: Contract Amendment - Resilient State Route 37 Program: Sonoma and Marin Counties Segment A (State Route 37 between US 101 and State Route 121) Design Alternative Assessment: T.Y. Lin International (\$430,000)

Sponsors:

Indexes:

Code sections:

Attachments: [4h_TYLin SR 37 DAA Amendment.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Contract Amendment - Resilient State Route 37 Program: Sonoma and Marin Counties Segment A (State Route 37 between US 101 and State Route 121) Design Alternative Assessment: T.Y. Lin International (\$430,000)

Presenter:

Kevin Chen

Recommended Action:

Committee Approval

Attachments:

Metropolitan Transportation Commission Operations Committee

June 11, 2021

Agenda Item 4h

Contract Amendment – Resilient State Route 37 Program: Sonoma and Marin Counties Segment A (State Route 37 between US 101 and State Route 121) Design Alternative Assessment: T.Y. Lin International (\$430,000)

Subject: Request for approval of a contract amendment to extend the T.Y. Lin International contract term to June 2022 and to add \$430,000 to conduct the Design Alternative Assessment (DAA) for the Resilient State Route (SR 37) Program for Segment A in Sonoma and Marin Counties.

Background: MTC received a grant from the California Department of Transportation (Caltrans) Senate Bill 1 (SB 1) Adaptation Planning Grant Program to deliver the Resilient SR 37 Program (Resilient SR 37) for Sonoma and Marin Counties. In 2016, MTC, Caltrans, the Transportation Authority of Marin (TAM), the Sonoma County Transportation Authority (SCTA), the Napa Valley Transportation Authority (NVTa), and the Solano Transportation Authority (STA) formed a partnership to address SR 37's most critical issues: traffic congestion, vulnerability to flooding and sea level rise, and environmentally sensitive areas. Together, this partnership developed Resilient SR 37 to identify corridor-wide Improvements.

In April 2020, after a competitive procurement, this Committee approved the selection of T.Y. Lin International because it demonstrated a stronger understanding of the needs of the project and identified comprehensive outreach strategies to users from disadvantaged communities. Under this proposed contract amendment, T.Y. Lin International would continue to provide technical assistance in the development of this DAA, including additional coordination meetings with the Environmental Technical Working Group (ETWG), the Stakeholder Work Group (SWG), and with Caltrans on the Planning and Environmental Linkages Study (PEL) for SR 37. Attachment A includes a summary of T.Y. Lin International and its project team's small business and disadvantaged business enterprise status.

- MTC staff proposes to add to the original scope to allow T.Y. Lin to 1) perform substantial scientific research, planning and engineering evaluation to answer the needs of the ETWG and SWG, 2) engage experienced subject matter experts to tailor the delivery of the DAA such that it addresses the ETWG criteria for acceptance in order to support their concurrence with the delivery process, 3) add additional ETWG meetings to integrate the technical work on alignment options from both Segment A and Segment B, 4) provide continual and ongoing consultation with Caltrans PEL consultants and Caltrans representatives, including providing technical assistance, outreach support, and coordination with regulatory agencies and stakeholders, and 5) participate in variety of meetings involving staff, partner agencies, regulatory agencies, policymakers, and stakeholders to successfully advance the DAA and PEL.

Issues: None identified

Recommendation: Staff recommends that the Committee authorize the Executive Director or designee to negotiate and enter into a contract amendment with T.Y. Lin International to extend the term of the contract with T.Y. Lin International to June 30, 2022 and to add \$430,000 to provide additional technical assistance in the development of the DAA and PEL.

Attachment: Attachment A: Disadvantaged Business Enterprise and Small Business Enterprise Status


Therese W. McMillan

Small Business and Disadvantaged Business Enterprise Status

Prime Contractor

Subcontractor

		DBE* Firm			SBE** Firm		
Firm Name	Role on Project	Yes	If Yes, List #	No	Yes	If Yes, List #	No
T.Y. Lin International				N			N
CAL Engineering & Geology	Geotechnical			N	Y	23143	
Circlepoint	Public engagement, Plan, Facilitation			N	Y	40528	
Environmental Science Associates	Supplemental Environmental Services			N			N
Fehr & Peers	Traffic, Bike & Pedestrian studies			N			N
Towill, Inc.	Surveying			N	Y	2013590	

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REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

Work Item No.:	1416
Consultant:	T.Y. Lin International Oakland, CA
Work Project Title:	State Route 37 Resilient Corridor Program for Marin and Sonoma Counties Design Alternative Assessment
Purpose of Project:	To develop conceptual design alternative for SR 37 in Marin and Sonoma Counties between US 101 and SR 121 that address traffic congestion, vulnerability to flooding and sea level rise, and environmentally sensitive areas.
Brief Scope of Work:	Conduct a Design Alternative Assessment that includes: engagement with environmental specialists, stakeholders, and the community; development of conceptual roadway design alternatives; environmental evaluation and alternatives assessment; and development of an implementation plan.
Project Cost Not to Exceed:	\$430,000 this amendment Total Contract before this amendment: \$600,000 Total Authorized Contract after this amendment: \$1,030,000
Funding Source:	Caltrans SB 1 Adaptation Planning Grant Program, BATA
Fiscal Impact:	Funding is included in the FY 2020-21 MTC Budget
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with T.Y. Lin International for the purposes described above and in the Operations Committee Summary Sheet dated June 11, 2021 and that the Chief Financial Officer is authorized to set aside \$430,000 for such amendment.
Operations Committee:	<hr/> Carol Dutra-Vernaci, Chair
Approved:	Date: June 11, 2021



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-0779 **Version:** 1 **Name:**
Type: Report **Status:** Authority Approval
File created: 5/6/2021 **In control:** Operations Committee
On agenda: 6/11/2021 **Final action:**
Title: MTC Service Authority for Freeways and Expressways (SAFE) Resolution No. 68: Fiscal Year 2021-22 Operating and Capital Budget

A request that the Committee refer to the Authority for approval, MTC SAFE Resolution No. 68, the MTC SAFE FY 2021-22 Operating and Capital Budgets.

Sponsors:

Indexes:

Code sections:

Attachments: [5a 2021 SAFE Budget-Res. 68. FY21-22.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

MTC Service Authority for Freeways and Expressways (SAFE) Resolution No. 68: Fiscal Year 2021-22 Operating and Capital Budget

A request that the Committee refer to the Authority for approval, MTC SAFE Resolution No. 68, the MTC SAFE FY 2021-22 Operating and Capital Budgets.

Presenter:

Raymond Woo

Recommended Action:

Authority Approval

Attachments:

Metropolitan Transportation Commission
Service Authority for Freeways and Expressways
Operations Committee

June 11, 2021

Agenda Item 5a

MTC Service Authority for Freeways and Expressways (SAFE) Resolution No. 68:
Fiscal Year 2021-22 Operating and Capital Budget

Subject: A request that the Committee refer to the Authority for approval, MTC SAFE Resolution No. 68, the MTC SAFE FY 2021-22 Operating and Capital Budgets.

Background: SAFE operates the Freeway Assist Program (FAP) and the Freeway Service Patrol (FSP). The FAP provides callbox services along with the roadside, while FSP provides vehicle towing services.

The SAFE budget, as proposed, will have a slight operating deficit of \$369,000, which will be covered from available reserves of approximately \$12.5 million at the end of FY 2019-20. Total operating revenue for the proposed FY 2021-22 SAFE Budget is \$21.4 million, up \$376,000, or 1.8%. Total operating expenses for the proposed FY 2021-22 Operating Budget are \$21.8 million, up approximately 1.8% from FY 2020-21. There are no new positions, however one position was shifted from another fund to support SAFE. The slightly higher expenses created the operating deficit, similar to FY 2020-21.

Operating Revenue

SAFE is primarily funded through specialized revenue utilized to assist motorists on the local roads. The main sources of revenue are DMV Registration Fees as well as State Local Assistance and Senate Bill 1 (SB1). Major funding sources are listed below (in millions):

	<u>FY 2020-21</u>	<u>FY 2021-22</u>
DMV Registration Fees	\$6.40	\$6.60
State Local Assistance (LAP)	7.20	7.60
SB 1	7.40	7.20
Other	.07	--

The SAFE funding sources combined are relatively stable with only a 1.8% differential between the FY 2020-21 and FY 2021-22 budgets, respectively.

Operating Expense

The proposed operating expenses for FY 2021-22 are \$21.8 million, up from \$21.4 million in FY 2020-21, less than 2%. Highlights include:

<ul style="list-style-type: none">Salaries & Benefits One position moved from another fund.	+ \$352,000
<ul style="list-style-type: none">Overhead Increased overhead from position change.	+ \$138,000
<ul style="list-style-type: none">Freeway Service Patrol Slight decrease to Contracts	-\$270,000

The SAFE Budget as proposed will continue the important program of assisting motorists and reducing congestion in the region.

Capital Projects

We propose to transfer \$1.5 million to capital projects. The two new projects are:

- 1) Incident Management \$1.0 million
- 2) Connected Bay Area \$0.5 million

The \$1.5 million transfer will bring the total capital programming to just over \$9 million.

SAFE Operating Reserves

The goal of all MTC operating funds is to maintain fully funded reserves as necessary to meet contractual and liquidity needs as well as economic uncertainties. At SAFE, the restricted reserves are set equal to six months of operating revenue.

The total SAFE designated reserve was just over \$12.5 million at the close of FY 2019-20.

The projection for FY 2021-22 is \$11.8 million with about \$10.6 million (50% of budgeted operating revenue) designated and restricted to cover the projected FY 2021-22 deficit, contractual and project budgets, as well as \$8.3 million designated as an operating reserve. The reserve balance, \$1.2 million (10%) is undesignated and available for further programming. However, no changes to the reserve designations are possible without future SAFE approval.

Table 1 (in thousands)


Description	<u>FY 2017-18</u> <u>Actual</u>	<u>FY 2018-19</u> <u>Actual</u>	<u>FY 2019-20</u> <u>Actual</u>	<u>FY 2020-21</u> <u>Budget</u>	<u>FY 2021-22</u> <u>Budget</u>
Total Reserve for:					
Encumbrances	500	500	500	500	500
Fixed Assets	38	29	16	250	250
Transfer to MTC/Other	1,740	5,416	2,669	1,100	50
Transfer to Capital Projects	300	331	1,479	0	1,500
Net Pension Liability	601	0	0	0	0
Operating Reserve	0	0	0	4,186	8,322
Total Restricted	3,179	6,276	4,664	6,036	10,622
Unrestricted Balance	11,975	7,614	7,884	6,148	1,193
Total Reserves	\$15,154	\$13,890	\$12,548	\$12,184	\$11,815

SAFE Resolution No. 68

SAFE Resolution No. 68 establishes the operating rules for administration of the SAFE Budget. The resolution also designates restricted reserves to be applied as detailed in the table above.

Recommendation: Staff requests that the Committee refer SAFE Resolution No. 68 authorizing the SAFE Operating and Capital Budgets for FY 2021-22 to the SAFE Authority for approval.

Attachments: Attachment A: MTC SAFE Resolution No. 68: FY 2021-22 Operating and Capital Budgets
Attachment B: PowerPoint


Therese W. McMillan

Date: June 23, 2021
W.I.: 6031, 6032
Referred by: Operations

ABSTRACT

SAFE Resolution No. 68

This resolution approves the SAFE Operating and Capital Budgets for FY 2021-22 Budget for the Metropolitan Transportation Commission Service Authority for Freeways and Expressways (SAFE).

Further discussion of the SAFE Budget is contained in the Operations Committee Summary Sheet dated June 11 2021.

Date: June 23, 2021
W.I.: 6031, 6032
Referred by: Operations

RE: Metropolitan Transportation Commission Service Authority for Freeways and Expressways' Operating and Capital Budgets for FY 2021-22

METROPOLITAN TRANSPORTATION COMMISSION
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS

SAFE RESOLUTION NO. 68

WHEREAS, SAFE Resolution No. 1 established a Metropolitan Transportation Commission Service Authority for Freeways and Expressways (MTC SAFE or SAFE) pursuant to Streets and Highways Code §§ 2550-2556, which provides for the design, installation, operation and maintenance of a motorist aid call box system in any of the Bay Area counties that elect to join SAFE; and

WHEREAS, SAFE staff has prepared a budget setting forth the anticipated revenues and expenditures of the SAFE for FY 2021-22; and

WHEREAS, the final draft SAFE budget for FY 2021-22 was reviewed and recommended by the Metropolitan Transportation Commission Operations Committee (the "Operations Committee") for approval; now, therefore, be it

RESOLVED, the SAFE operating and capital budgets for FY 2021-22, prepared in accordance with generally accepted accounting principles, attached hereto as Attachment A and incorporated herein as though set forth in full, is approved, and be it further

RESOLVED, that the Executive Director or designee may approve adjustments among line items in the SAFE operating budget for FY 2021-22, provided that there shall be no increase in the overall SAFE operating budget without prior approval of SAFE; and be it further

RESOLVED, that SAFE delegates to its Operations Committee the authority to approve all contracts and expenditures in SAFE's Budget for FY 2021-22, providing that there shall be no increase in the overall budget without prior approval of SAFE; and be it further

RESOLVED, that SAFE's Executive Director, or the responsible staff person designated by the Executive Director, shall submit written requests to the Operations Committee for approval of consultants, professional services, and expenditures authorized in the SAFE Budget for FY 2021-22; and be it further

RESOLVED, that SAFE's Executive Director and Chief Financial Officer are authorized to carry over and re-budget all grants, contracts and funds properly budgeted in the prior fiscal year for which expenditures were budgeted and encumbered and which will take place in FY 2021-22; and be it further

RESOLVED, that SAFE'S Executive Director and Chief Financial Officer are directed to restrict and reserve funds for year-end encumbrances, fixed assets, operating and capital transfers included in the adopted budget, pension liabilities as well as an operating reserve equivalent to six months operating revenue and except for items included in the adopted budget, no use of the reserve is authorized without approval of SAFE; and be it further

RESOLVED, SAFE authorizes the use of SAFE funds for cash flow purposes as an advance on authorized expenditures until the expenditure has been reimbursed; and be it further

RESOLVED, that SAFE's Executive Director, or the responsible staff person designated by the Executive Director, shall furnish the Operations Committee with a quarterly financial report to reflect budgeted and actual income, expenditures, obligations for professional and consultant services and such other information and data as may be requested by the Operations Committee.

METROPOLITAN TRANSPORTATION
COMMISSION SERVICE AUTHORITY FOR
FREEWAYS AND EXPRESSWAYS

Alfredo Pedroza, Chair

The above resolution was entered into by the Metropolitan Transportation Commission Service Authority for Freeways and Expressways at a regular meeting of the Authority held in San Francisco, California and at other remote locations, on June 23, 2021.

Date: June 23, 2021
W.I.: 6031, 6032
Referred by: Operations
Attachment A
SAFE Resolution No. 68

FY 2021-22 SAFE Budget

SAFE Resolution No. 68

**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
FY 2021-22 OPERATING AND CAPITAL BUDGET**

Date: June 23, 2021

SAFE: WI 6031, 6032

SAFE RESOLUTION NO. 88

ATTACHMENT A: TABLE OF CONTENTS

SAFE Operating Program	Page 2
SAFE Capital Program	Page 6

SAFE Resolution No. 68

Revenue and Expense Summary

OPERATING REVENUE/EXPENSE	Actual as of 12/31/2020	FY 2020-21 Budget	FY 2021-22 Budget	Percent Change	Change \$ Inc./Dec.
Freeway Assist Program	\$3,349,090	\$6,442,000	\$6,613,940	2.7%	\$171,940
FSP	\$4,565,859	\$14,625,000	\$14,829,237	1.4%	\$204,237
Subtotal Operating Revenue	\$7,914,949	\$21,067,000	\$21,443,177	1.8%	\$376,177
Freeway Assist Program	\$733,691	\$2,762,900	\$3,055,766	10.6%	\$292,866
FSP	\$6,177,408	\$18,668,000	\$18,756,762	0.5%	\$88,762
Subtotal Operating Expense	\$6,911,099	\$21,430,900	\$21,812,528	1.8%	\$381,628
Operating Surplus (Shortfall) before Transfer	\$745,175	(\$363,900)	(\$369,351)	1.5%	(\$5,451)
Transfers Out	\$258,675	\$1,100,000	\$1,550,000	40.9%	\$450,000
Total Operating Surplus (Shortfall)	\$486,500	(\$1,463,900)	(\$1,919,351)	31.1%	(\$455,451)
Transfer In from Reserve	\$0	\$1,463,900	\$1,919,351	31.1%	\$455,451

REVENUE DETAIL

OPERATING REVENUE	Actual as of 12/31/2020	FY 2020-21 Budget	FY 2021-22 Budget	Percent Change	Change \$ Inc./Dec.
FREEWAY ASSIST PROGRAM REVENUE					
DMV (Annual Vehicle Registration Fees)	\$3,329,911	\$6,402,000	\$6,609,940	3.2%	\$207,940
Interest	\$3,360	\$40,000	\$4,000	-90.0%	(\$36,000)
Other Revenue	\$15,819	\$0	\$0	0.0%	\$0
Subtotal: Freeway Assist Program Revenue	\$3,349,090	\$6,442,000	\$6,613,940	2.7%	\$171,940
FSP REVENUE					
State Local Assistance Program (LAP)	\$2,372,978	\$7,200,000	\$7,629,237	6.0%	\$429,237
Road Repair & Accountability Act (SB 1)	\$2,192,881	\$7,425,000	\$7,200,000	-3.0%	(\$225,000)
Subtotal: FSP Revenue	\$4,565,859	\$14,625,000	\$14,829,237	1.4%	\$204,237
Total Operating Revenue	\$7,914,949	\$21,067,000	\$21,443,177	1.8%	\$376,177

SAFE Resolution No. 68

EXPENSE DETAIL					
OPERATING EXPENSE					
I. Salaries and Benefits	Actual as of 12/31/2020	FY 2020-21 Budget	FY 2021-22 Budget	Percent Change	Change \$ Inc./Dec.)
Freeway Assist Program	\$243,563	\$542,100	\$634,128	17.0%	\$92,028
FSP Project	\$162,690	\$319,000	\$579,259	81.6%	\$260,259
II. General Operations					
Freeway Assist Program	\$320,261	\$740,800	\$716,638	-3.3%	(\$24,162)
FSP Project	\$139,687	\$234,000	\$352,503	50.6%	\$118,503
III. Consultant Services					
Freeway Assist Program	\$80,272	\$500,000	\$655,000	31.0%	\$155,000
FSP Project	\$40,013	\$125,000	\$105,000	-16.0%	(\$20,000)
IV. Operating Contracts					
Freeway Assist Program	\$89,595	\$980,000	\$1,050,000	7.1%	\$70,000
FSP Project	\$5,835,018	\$17,990,000	\$17,720,000	-1.5%	(\$270,000)
Freeway Assist Program Operating Expense	\$733,691	\$2,762,900	\$3,055,766	10.6%	\$292,866
FSP Operating Expense	\$6,177,408	\$18,668,000	\$18,756,762	0.5%	\$88,762
Total Operating Expense	\$6,911,099	\$21,430,900	\$21,812,528	1.8%	\$381,628
TRANSFERS					
TRANSFERS OUT					
Transfers Out to MTC					
MTC (1161, Bay Area Regional Architecture)		\$250,000	\$0	-100.0%	(\$250,000)
MTC (1223, Transportation Management Systems)		\$25,000	\$0	-100.0%	(\$25,000)
MTC (1224, Regional Travel Info Systems)		\$300,000	\$50,000	-83.3%	(\$250,000)
MTC (1235, Incident Management)		\$275,000	\$0	-100.0%	(\$275,000)
MTC (1237, I-880 Corridor Operations)		\$250,000	\$0	-100.0%	(\$250,000)
Total Transfers Out to MTC Op. Budget	\$258,675	\$1,100,000	\$50,000	-95.5%	(\$1,050,000)
Transfer Out to SAFE Capital	\$0	\$0	\$1,500,000	100%	\$1,500,000
Total Transfers Out	\$258,675	\$1,100,000	\$1,550,000	40.9%	\$450,000
Total Expense and Transfers	\$7,169,774	\$22,530,900	\$23,362,528	3.7%	\$831,628

SAFE Resolution No. 68

I. SALARIES AND BENEFITS EXPENSE					
	Actual as of 12/31/2020	FY 2020-21 Budget	FY 2021-22 Budget	Percent Change	Change \$ Inc./ (Dec.)
FREEWAY ASSIST PROGRAM					
Salaries and Benefits	\$232,474	\$531,000	\$611,456	15.2%	\$80,456
Temporary Assistance	\$11,089	\$11,100	\$22,672	104.3%	\$11,572
Freeway Assist Program Subtotal	\$243,563	\$542,100	\$634,128	17.0%	\$92,028
FREEWAY SERVICE PATROL					
Salaries and Benefits	\$162,690	\$319,000	\$579,259	81.6%	\$260,259
FSP Subtotal	\$162,690	\$319,000	\$579,259	81.6%	\$260,259
Total Salaries and Benefits	\$406,253	\$861,100	\$1,213,387	40.9%	\$352,287
II. GENERAL OPERATIONS EXPENSE					
	Actual as of 12/31/2020	FY 2020-21 Budget	FY 2021-22 Budget	Percent Change	Change \$ Inc./ (Dec.)
FREEWAY ASSIST PROGRAM					
Office Operations (meals, postage, printing)	\$0	\$14,000	\$14,000	0.0%	\$0
Travel/Training	\$0	\$9,000	\$11,000	22.2%	\$2,000
Freeway Assist overhead	\$139,245	\$288,000	\$306,096	6.3%	\$18,096
Data Security Improvements/HW Transition	\$352	\$40,000	\$50,000	25.0%	\$10,000
Legislative advocacy	\$0	\$0	\$50,000	100.0%	\$50,000
Professional Memberships	\$4,385	\$9,800	\$9,800	0.0%	\$0
Insurance	\$44,769	\$55,000	\$51,525	-6.3%	(\$3,475)
Audit	\$50,658	\$65,000	\$69,000	6.2%	\$4,000
Freeway Assist Program Subtotal w/o Depreciation	\$239,409	\$480,800	\$561,421	16.8%	\$80,621
FREEWAY SERVICE PATROL					
Travel/Training	\$1,908	\$9,000	\$11,000	22.2%	\$2,000
FSP Overhead	\$93,010	\$170,000	\$289,978	70.6%	\$119,978
Insurance	\$44,769	\$55,000	\$51,525	-6.3%	(\$3,475)
FSP Subtotal w/o Depreciation	\$139,687	\$234,000	\$352,503	50.6%	\$118,503
Total General Operations w/o Depreciation	\$379,096	\$714,800	\$913,924	27.9%	\$199,124
FREEWAY ASSIST PROGRAM					
Office depreciation	\$80,852	\$260,000	\$155,217	-40.3%	(\$104,783)
FREEWAY SERVICE PATROL					
Office depreciation	\$0	\$0	\$0	0.0%	\$0
Freeway Assist Program Subtotal with Depreciation	\$320,261	\$740,800	\$716,638	-3.3%	-\$24,162
FSP Subtotal with Depreciation	\$139,687	\$234,000	\$352,503	50.6%	\$118,503
Total General Operations with Depreciation	\$459,948	\$974,800	\$1,069,141	9.7%	\$94,341

SAFE Resolution No. 68

III. PROJECT CONSULTANT SERVICES EXPENSE

	Actual as of 12/31/2020	FY 2020-21 Budget	FY 2021-22 Budget	Percent Change	Change \$ Inc./ (Dec.)	
FREEWAY ASSIST PROGRAM						
Transportation Asset-EOC Platform (STIR project)	\$0	\$100,000	\$100,000	0.0%	\$0	L14
Emergency Management	\$80,272	\$350,000	\$400,000	14.3%	\$50,000	L15
Connected Bay Area Strategic Plan	\$0	\$0	\$150,000	100.0%	\$150,000	L16
Consultant (Other)	\$0	\$50,000	\$5,000	-90.0%	(\$45,000)	L17
Freeway Assist Program Subtotal	\$80,272	\$500,000	\$655,000	31.0%	\$155,000	
FREEWAY SERVICE PATROL						
Information/Data Management	\$40,013	\$100,000	\$100,000	0.0%	\$0	L18
Consultant (Other)	\$0	\$25,000	\$5,000	-80.0%	(\$20,000)	L19
FSP Subtotal	\$40,013	\$125,000	\$105,000	-16.0%	-\$20,000	
Total Consultant Expense	\$120,285	\$625,000	\$760,000	21.6%	\$135,000	

IV. PROJECT OPERATING CONTRACTS EXPENSE

	Actual as of 12/31/2020	FY 2020-21 Budget	FY 2021-22 Budget	Percent Change	Change \$ Inc./ (Dec.)	
FREEWAY ASSIST PROGRAM						
CHP Administrative Services	\$0	\$25,000	\$0	-100.0%	(\$25,000)	L20
Freeway Assist Telcommunication Services	\$40,020	\$100,000	\$150,000	50.0%	\$50,000	L21
Call Box Repairs/Maintenance/Vandalism	\$49,575	\$400,000	\$300,000	-25.0%	(\$100,000)	L22
Private Call Center	\$0	\$75,000	\$65,000	-13.3%	(\$10,000)	L23
Incident Management Program	\$0	\$120,000	\$225,000	100.0%	\$105,000	L24
Marketing/Incentives	\$0	\$0	\$60,000		\$60,000	L25
SAFETY Corridor Programs (SAFE on 17)	\$0	\$100,000	\$100,000	0.0%	\$0	L26
Emergency Operations Telecommunications	\$0	\$150,000	\$150,000	0.0%	\$0	L27
Freeway Assist Operations	\$0	\$10,000	\$0	-100.0%	(\$10,000)	L28
Freeway Assist Program Subtotal	\$89,595	\$980,000	\$1,050,000	7.1%	\$70,000	
FREEWAY SERVICE PATROL						
FSP Tow Service	\$5,715,622	\$17,000,000	\$17,200,000	1.2%	\$200,000	L27
CHP Funding Agreement	\$29,392	\$625,000	\$215,000	-65.6%	(\$410,000)	L28
In-vehicle Maintenance	\$5,638	\$100,000	\$85,000	-15.0%	(\$15,000)	L29
FSP Telecommunication Services	\$84,129	\$100,000	\$135,000	35.0%	\$35,000	L30
Equipment Replacement (hardware & warranties)	\$0	\$60,000	\$20,000	-66.7%	(\$40,000)	L31
System Improvement (software & website)	\$0	\$30,000	\$15,000	-50.0%	(\$15,000)	L32
FSP General Operations	\$237	\$75,000	\$50,000	-33.3%	(\$25,000)	L33
FSP Subtotal	\$5,835,018	\$17,990,000	\$17,720,000	-1.5%	(\$270,000)	
Total Operating Contracts Expense	\$5,924,613	\$18,970,000	\$18,770,000	-1.1%	-\$200,000	

SAFE CAPITAL PROGRAM**Fiscal Year 2021-22****SAFE Resolution No. 68**

		Actual Thru Dec 2020	Life to Date thu FY 2020-21	FY 2021-22 SAFE RES 68	Life to Date thu FY 2021-22
Program	Funding Source	Actual	Budget	Budget	Budget
6306 FSP Data-AVL					
	CMAQ	0	0	0	0
	SAFE	1,351,933	2,270,000	0	2,270,000
	STP	1,109,531	1,556,260	0	1,556,260
		2,461,464	3,826,260	0	3,826,260
6314 CBX Site Improvement					
	SAFE	1,373,812	2,744,331	0	2,744,331
		1,373,812	2,744,331	0	2,744,331
6320 Emergency/Major Incidents Program					
	SAFE	82,781	1,000,000	0	1,000,000
		82,781	1,000,000	0	1,000,000
63XX NEW Incident Management Capital Program					
	SAFE			1,000,000	1,000,000
				1,000,000	1,000,000
63XX NEW Connected Bay Area Capital Program					
	SAFE			500,000	500,000
				500,000	500,000
Total		\$3,918,057	\$7,570,591	\$1,500,000	\$9,070,591

SAFE Capital Funds (+/-)

\$1,500,000

SAFE Funds from Operating Reserve

\$1,500,000

MTC SAFE PROPOSED FY 2021-22 BUDGET

June 11, 2021

SURFACE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS (SAFE)

FY 2022 OPERATING BUDGET

- **Two Programs**
 - Freeway Assist (callbox)
 - Freeway Service Patrol (FSP – tow trucks)
- **Revenue**
\$21.4M up 1.8%
- **Expense**
\$21.8M up 1.8%
- **Slight operating deficit covered from \$13.0M reserve - \$2.8M undesignated**

Revenue and Expense Summary					
	Actual as of 12/31/2020	FY 2020-21 Budget	FY 2021-22 Budget	Percent Change	Change \$ Inc./ (Dec.)
OPERATING REVENUE/EXPENSE					
Freeway Assist Program	\$3,349,090	\$6,442,000	\$6,613,940	2.7%	\$171,940
FSP	\$4,565,859	\$14,625,000	\$14,829,237	1.4%	\$204,237
Subtotal Operating Revenue	\$7,914,949	\$21,067,000	\$21,443,177	1.8%	\$376,177
Freeway Assist Program	\$733,691	\$2,762,900	\$3,055,766	10.6%	\$292,866
FSP	\$6,177,408	\$18,668,000	\$18,756,762	0.5%	\$88,762
Subtotal Operating Expense	\$6,911,099	\$21,430,900	\$21,812,528	1.8%	\$381,628
Operating Surplus (Shortfall) before Transfer	\$745,175	(\$363,900)	(\$369,351)	1.5%	(\$5,451)
Transfers Out	\$258,675	\$1,100,000	\$1,550,000	40.9%	\$450,000
Total Operating Surplus (Shortfall)	\$486,500	(\$1,463,900)	(\$1,919,351)	31.1%	(\$455,451)
Transfer In from Reserve	\$0	\$1,463,900	\$1,919,351	31.1%	\$455,451

SAFE OPERATING REVENUE

- Total operating revenue \$21.4M up 1.8/%
- Expected increases in
 - DMV fees (FAP)
 - State LAP (FSP)
- Minor decline in SB1 allocation

REVENUE DETAIL					
OPERATING REVENUE					
	Actual as of 12/31/2020	FY 2020-21 Budget	FY 2021-22 Budget	Percent Change	Change \$ Inc./ (Dec.)
FREEWAY ASSIST PROGRAM REVENUE					
DMV (Annual Vehicle Registration Fees)	\$3,329,911	\$6,402,000	\$6,609,940	3.2%	\$207,940
Interest	\$3,360	\$40,000	\$4,000	-90.0%	(\$36,000)
Other Revenue	\$15,819	\$0	\$0	0.0%	\$0
Subtotal: Freeway Assist Program Revenue	\$3,349,090	\$6,442,000	\$6,613,940	2.7%	\$171,940
FSP REVENUE					
State Local Assistance Program (LAP)	\$2,372,978	\$7,200,000	\$7,629,237	6.0%	\$429,237
Road Repair & Accountability Act (SB 1)	\$2,192,881	\$7,425,000	\$7,200,000	-3.0%	(\$225,000)
Subtotal: FSP Revenue	\$4,565,859	\$14,625,000	\$14,829,237	1.4%	\$204,237
Total Operating Revenue	\$7,914,949	\$21,067,000	\$21,443,177	1.8%	\$376,177

OPERATING EXPENSE

- Total operating expense up 1.8%
- Salary & benefit change mainly realignment of project staff
- Freeway Assist contract increases mainly tied to new communications contracts

EXPENSE DETAIL					
OPERATING EXPENSE					
	Actual as of 12/31/2020	FY 2020-21 Budget	FY 2021-22 Budget	Percent Change	Change \$ Inc./ (Dec.)
I. Salaries and Benefits					
Freeway Assist Program	\$243,563	\$542,100	\$634,128	17.0%	\$92,028
FSP Project	\$162,690	\$319,000	\$579,259	81.6%	\$260,259
II. General Operations					
Freeway Assist Program	\$320,261	\$740,800	\$716,638	-3.3%	(\$24,162)
FSP Project	\$139,687	\$234,000	\$352,503	50.6%	\$118,503
III. Consultant Services					
Freeway Assist Program	\$80,272	\$500,000	\$655,000	31.0%	\$155,000
FSP Project	\$40,013	\$125,000	\$105,000	-16.0%	(\$20,000)
IV. Operating Contracts					
Freeway Assist Program	\$89,595	\$980,000	\$1,050,000	7.1%	\$70,000
FSP Project	\$5,835,018	\$17,990,000	\$17,720,000	-1.5%	(\$270,000)
Freeway Assist Program Operating Expense	\$733,691	\$2,762,900	\$3,055,766	10.6%	\$292,866
FSP Operating Expense	\$6,177,408	\$18,668,000	\$18,756,762	0.5%	\$88,762
Total Operating Expense	\$6,911,099	\$21,430,900	\$21,812,528	1.8%	\$381,628
TRANSFERS					
TRANSFERS OUT					
Transfers Out to MTC					
MTC (1161, Bay Area Regional Architecture)		\$250,000	\$0	-100.0%	(\$250,000)
MTC (1223, Transportation Management Systems)		\$25,000	\$0	-100.0%	(\$25,000)
MTC (1224, Regional Travel Info Systems)		\$300,000	\$50,000	-83.3%	(\$250,000)
MTC (1235, Incident Management)		\$275,000	\$0	-100.0%	(\$275,000)
MTC (1237, I-880 Corridor Operations)		\$250,000	\$0	-100.0%	(\$250,000)
Total Transfers Out to MTC Op. Budget	\$258,675	\$1,100,000	\$50,000	-95.5%	(\$1,050,000)
Transfer Out to SAFE Capital	\$0	\$0	\$1,500,000	100%	\$1,500,000
Total Transfers Out	\$258,675	\$1,100,000	\$1,550,000	40.9%	\$450,000
Total Expense and Transfers	\$7,169,774	\$22,530,900	\$23,362,528	3.7%	\$831,628

MTC DRAFT FY 2022 BUDGET

SAFE CAPITAL PROGRAM

- LTD Capital Budget
\$ 9 million
- Two new projects
 - Incident management
 - Connected Bay Area

		Actual Thru Dec 2020	Life to Date thu FY 2020-21	FY 2021-22 SAFE RES 68	Life to Date thru FY 2021-22
Program	Funding Source	Actual	Budget	Budget	Budget
6306 FSP Data-AVL					
	CMAQ	\$ -	\$ -	\$ -	\$ -
	SAFE	1,351,933	2,270,000	0	2,270,000
	STP	1,109,531	1,556,260	0	1,556,260
		2,461,464	3,826,260	0	3,826,260
6314 CBX Site Improvement					
	SAFE	1,373,812	2,744,331	0	2,744,331
		1,373,812	2,744,331	0	2,744,331
6320 Emergency/Major Incidents Program					
	SAFE	82,781	1,000,000	0	1,000,000
		82,781	1,000,000	0	1,000,000
63XX NEW Incident Management Capital Program					
	SAFE			1,000,000	1,000,000
				1,000,000	1,000,000
63XX NEW Connected Bay Area Capital Program					
	SAFE			500,000	500,000
				500,000	500,000
Total		\$3,918,057	\$7,570,591	\$1,500,000	\$9,070,591

MTC SAFE RESOLUTION NO.68

- **Authorization to administer the MTC SAFE FY 2021-22 Budget**
 - Adjustments within line-items but no overall increase to FY 2021-22 Budget without SAFE approval
 - Delegates contract and administrative approval to Operations Committee
 - Authorizes carryover and re-budgeting of all grants, contract and funds not completed during FY 2021
 - Designates reserves for budget, year-end expenses and operating reserve

FY 2021-22 Operating Reserves:

- | | |
|------------------------|--------------|
| • Year-end Encumbrance | \$500 |
| • Fixed Assets | 250 |
| • Operating Transfers | 50 |
| • Capital Transfers | 1,500 |
| • Pension | -- |
| • Operating | <u>8,322</u> |
| • Total designations | \$10,622 |