



# 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*

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Friday, November 12, 2021

9:35 AM

REMOTE

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In light of Governor Newsom's State of Emergency declaration regarding COVID-19 and in accordance with the recently signed Assembly Bill 361 allowing remote meetings, this meeting will be accessible via webcast, teleconference, and Zoom for all participants.

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/87418509940>

iPhone One-Tap: US: +14086380968,,87418509940# or +16699006833,,87418509940#

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 1850 9940

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

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](mailto: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. Call to Order / Roll Call / Confirm Quorum**

*Quorum: A quorum of this body shall be a majority of its regular voting members (5).*

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

- 4a.**     [21-1312](#)     Approval of Operations Committee Minutes of the October 8, 2021 Meeting  
Action:             Committee Approval  
Attachments:     [4a 2021-10-08 Operations Committee Meeting Minutes.pdf](#)
- 4b.**     [21-1327](#)     Contract Amendment - Bay Area Carpool Program & Commuter Benefits Program: WSP USA Inc. (\$126,469)  
Action:             Committee Approval  
Presenter:        Barbara Laurenson  
Attachments:     [4b Contract-1-Yr Extension of Carpool and Commuter Benefits Programs.r](#)
- 4c.**     [21-1369](#)     Contract Amendment - 511 Technical Advisory Services: Kimley-Horn and Associates, Inc. (\$200,000)  
Action:             Committee Approval  
Presenter:        Corey Dodge  
Attachments:     [4c Contract Amendment-511 Technical Advisory Services Kimley-Horn and](#)
- 4d.**     [21-1375](#)     Contract - Connected Bay Area Strategic Plan - Planning Services: Kimley-Horn and Associates, Inc. (\$175,000)  
Action:             Committee Approval  
Presenter:        Mario Ung  
Attachments:     [4d Contract-Planning Services-Connected Bay Area Strategic Plan.pdf](#)

- 4e. [21-1377](#) Contract - North Bay Baylands Regional Conservation Investment Strategy: Environmental Science Associates (\$380,000)

Action: Committee Approval

Presenter: Ben Botkin

Attachments: [4e\\_Contract\\_Regional\\_Conservation\\_Investment\\_Strategy-ESA.pdf](#)

- 4f. [21-1378](#) Contract Amendment - Clipper® START/Toll Discount Program Eligibility Verification: Cubic Transportation Systems, Inc. (\$800,000)

Action: Committee Approval

Presenter: Lysa Hale

Attachments: [4f\\_Contract\\_Amendment-Cubic\\_Transportation\\_Systems\\_Inc.pdf](#)

## 5. Information

- 5a. [21-1380](#) MTC Commuter Parking Initiative Update

Update on the status of three commuter parking facilities located at: 1) Interstate-80 (I-80)/ Buchanan St. in Albany; 2) Interstate-880 (I-880)/Fruitvale Ave. in Oakland; and 3) I-880/High St. in Oakland - constructed as part of MTC's Commuter Parking Initiative.

Action: Information

Presenter: Stefanie Hom

Attachments: [5a\\_Update\\_on\\_Commuter\\_Parking\\_Facilities.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, December 9, 2021 at 9:35 a.m. remotely and by webcast as appropriate. 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](http://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.

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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

## 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*

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Friday, October 8, 2021

9:35 AM

REMOTE

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#### 1. Call to Order / Roll Call / Confirm Quorum

**Present:** 6 - Vice Chair Connolly, Commissioner Liccardo, Commissioner Spering,  
Commissioner Ahn, Commissioner Canepa and Chair Dutra-Vernaci

**Absent:** 2 - Commissioner Schaaf and Commissioner Fleming

Non-Voting Members Present: Commissioner Giacomini

Ex Officio Voting Member Present: Commission Chair Pedroza

Ad Hoc Non-Voting Members Present: Commissioner Rabbitt 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:** 6 - Vice Chair Connolly, Commissioner Liccardo, Commissioner Spering,  
Commissioner Ahn, Commissioner Canepa and Chair Dutra-Vernaci

**Absent:** 2 - Commissioner Schaaf and Commissioner Fleming

- 4a. [21-1136](#) Approval of Operations Committee Minutes of the September 10, 2021 Meeting

**Action:** Committee Approval

**Attachments:** [4a Sept 2021 Operations Meeting Minutes.pdf](#)

**5. Public Comment / Other Business****6. Adjournment / Next Meeting**

The next meeting of the Operations Committee will be Friday, November 12, 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  
Operations Committee**

**November 12, 2021**

**Agenda Item 4b**

**Contract Amendment – Bay Area Carpool Program & Commuter Benefits Program: WSP  
USA Inc. (\$126,469)**

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**Subject:**

Contract Extension and Amendment – Bay Area Carpool Program and Commuter Benefits Program: WSP USA Inc. (WSP).

**Background:**

Through a contract with WSP, MTC facilitates carpool formation, offers carpool rewards, and administers the Bay Area Commuter Benefits Program.

After a competitive procurement process, on September 2, 2016, this committee approved a three- and one-half-year contract with WSP for \$6,767,531. The contract included a 2-year contract extension option, which this committee approved on September 13, 2019, for an additional \$4,106,000 and total contract authority of \$10,873,531.

Staff recommends extending the current contract on a sole- source basis for one year, FY 2022-23. This will provide time for MTC and partners to best leverage and adapt this contract, which is potentially instrumental in implementing two Plan Bay Area 2050 strategies: Expand Commute Trip Reduction Programs at Major Employers (EN-7) and Expand Transportation Demand Management Initiatives (EN-9). Furthermore, delaying the procurement of a multi-year contract will allow MTC to understand better how commute patterns have changed after the pandemic so that a future contract scope can best approach carpool needs.

For these reasons, MTC Executive Director Therese W. McMillan approved a staff recommendation to seek a sole-source one-year extension of the Bay Area Carpool and Commuter Benefits Program contract. If approved by this committee, the one-year extension would include promotion and maintenance of the regional ride match tool (Merge), coordination with County Transportation Agencies to leverage agency carpool advocacy, maintenance of 511.org carpool and vanpool information, and elements of vanpool support. The extension would also support the Commuter Benefits Program employer registration, data purchase, database administration, and website management.

Due to reduced carpool marketing during the pandemic, the existing contract authority is sufficient to cover nearly all the cost of a one-year extension, shy \$126,469. Funding would be subject to the Executive Director or designee's exercising such options and adopting the MTC Operating and Capital Budgets in Fiscal Year (FY) 2022-23. Attachment A includes a summary of WSP USA Inc.'s and its project team's small business and disadvantaged business enterprise status.

**Issues:**

While the current contract authority is \$10,873,531, the current contract value is \$9,950,000. Current authority has been underutilized because the COVID-19 pandemic reduced opportunities to encourage carpooling. Therefore, while \$126,469 in additional contract authority is requested, a future contract amendment will be for \$1,050,000.

**Recommendations:**

Request this committee's approval of a one-year sole-source contract extension of the Bay Area Carpool and Commuter Benefits Program contract for FY 2022-23 and to authorize the Executive Director or designee to negotiate and enter into a one-year contract amendment with WSP USA Inc. in an amount not to exceed \$1,050,000: \$850,000 for carpool functions and \$200,000 for administration of the Commuter Benefits Program.

**Attachments:**

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



Andrew B. Fremier

Attachment A

**Disadvantaged Business Enterprise and Small Business Enterprise Status**

	<b>Firm Name</b>	<b>Role on Project</b>	<b>DBE* Yes / No</b>	<b>If DBE Yes, List #</b>	<b>SBE** Yes / No</b>	<b>If SBE Yes, List #</b>
Prime Contractor	WSP USA, Inc.	Carpool formation & Commuter Benefits Program (CBP) admin	No		No	
Subcontractor	Transportation Analytics	Evaluation and reporting	Yes	36177	Yes	42967
Subcontractor	MediaBeef	CBP registration database	Yes	42265	No	
Subcontractor	RideAmigos	Carpool matching and rewards platform	No		No	
Subcontractor	Craft & Commerce	Digital marketing	No		No	
Subcontractor	Kazoo Studios East	Outreach events	Yes	46100	No	

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

\*\*Denotes certification by the State of California.

## Request for Committee Approval

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### Summary of Proposed Contract Amendment

Work Item No.:	1222
Consultant:	WSP USA Inc. San Francisco, CA
Work Project Title:	Bay Area Carpool and Commuter Benefits Program
Purpose of Project:	Form carpools and administer the Commuter Benefits Program
Brief Scope of Work:	Maintain carpool matching tool, market carpooling, maintain 511 high-occupancy vehicle information, register employers under the Commuter Benefits Ordinance
Project Cost Not to Exceed:	Previously authorized: \$10,873,531 Additional authorization: \$126,469 Total contract amount with additional authority: \$11,000,000
Funding Source:	CMAQ & TFCA
Fiscal Impact:	Funds are subject to approval and inclusion in the FY 2022-23 agency budget.
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with WSP USA, Inc. to form carpools and administer the Bay Area Commuter Benefits Program as described above and in the Operations Committee Summary Sheet dated November 12, 2021 and that the Chief Financial Officer is authorized to set aside an additional \$126,469 for such amendment, subject to inclusion in the FY 2022-21 agency budget.
Operations Committee:	<hr/> Carol Dutra-Vernaci, Chair
Approved:	November 12, 2021

**Metropolitan Transportation Commission  
Operations Committee**

**November 12, 2021**

**Agenda Item 4c**

**Contract Amendment – 511 Technical Advisory Services: Kimley-Horn and Associates,  
Inc. (\$200,000)**

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**Subject:**

Contract Amendment – 511 Technical Advisory Services: Kimley-Horn and Associates, Inc. (\$200,000).

**Background:**

Kimley-Horn and Associates, Inc (Kimley-Horn) was directly selected in April 2020 from the 2019 On-Call Project/Program Management and Strategic Advisory Services Bench to provide general on-call project/program management and technical/strategic advisory services for the operations, maintenance and enhancement of the Bay Area 511 traveler information program. This includes technical assistance to the 511 program in the areas of project and program management; contract management and administration; project controls; strategic advice and technical guidance; general project oversight and support; and procurement assistance for the 511 Traveler Information Program. 511 Technical Advisory Support aids the 511 traveler information program's strategic planning efforts as needed. The current contract is for a three-year term ending on February 28, 2023. This contract has been previously modified through two amendments, bringing the current contract to a total of \$200,000. Attachment A includes a summary of Kimley-Horn and Associates, Inc's and its project team's small business and disadvantaged business enterprise status.

This amendment's additional \$200,000 will allow for continued project/program management and technical/strategic advisory services support for the Bay Area 511 traveler information program.

**Issues:**

None identified.

**Recommendation:**

Staff recommends that this Committee authorize the Executive Director or designee to negotiate and enter into a contract amendment with Kimley-Horn and Associates, Inc. to provide technical assistance to the 511 program in an amount not to exceed \$200,000.

**Attachments:**

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



Andrew B. Fremier

Attachment A

Disadvantaged Business Enterprise and Small Business Enterprise Status

	Firm Name	Role on Project	DBE* Yes / No	If DBE Yes, List #	SBE** Yes / No	If SBE Yes, List #
Prime Contractor	Kimley-Horn and Associates, Inc	Provide Technical Assistance	No		No	
Subcontractor	Sutra Research & Analytics	Document Preparation Services	Yes	42163	No	

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

\*\*Denotes certification by the State of California.

## Request for Committee Approval

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### Summary of Proposed Contract Amendment

Work Item No.:	1224
Consultant:	Kimley-Horn and Associates, Inc Oakland, CA
Work Project Title:	511 Technical Advisory Services
Purpose of Project:	Provide technical assistance to the 511 program.
Brief Scope of Work:	Provide technical assistance to the 511 program in the areas of project and program management; contract management and administration; program management and project controls; strategic advice and technical guidance; general project oversight and support; and procurement assistance for the 511 Traveler Information Program.
Project Cost Not to Exceed:	\$200,000 (this amendment) Total contract amount before this amendment: \$200,000 Total approved contract amount after this amendment: \$400,000
Funding Source:	STP
Fiscal Impact:	Funding is included in the MTC FY 2021-2022 budget
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with Kimley-Horn and Associates, Inc. to provide technical assistance to the 511 program for the purposes described above and in the Operations Committee Summary Sheet dated November 12, 2021 and that the Chief Financial Officer is authorized to set aside \$200,000 for such contract amendment.
Operations Committee:	<hr/> Carol Dutra-Vernaci, Chair
Approved:	November 12, 2021

**Metropolitan Transportation Commission  
Operations Committee**

**November 12, 2021**

**Agenda Item 4d**

**Contract – Connected Bay Area Strategic Plan – Planning Services: Kimley-Horn and  
Associates, Inc. (\$175,000)**

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**Subject:**

Contract for Connected Bay Area Strategic Plan Planning Services: Kimley-Horn and Associates, Inc. (\$175,000).

**Background:**

In partnership with Caltrans, MTC led a formal strategic planning process in 2014 following the launch of the Transportation Management Systems (TMS) program. The program involves multi-agency collaboration between MTC, the California Department of Transportation (Caltrans) - District 4 Traffic Operations, California Highway Patrol (CHP), and local agencies. The program has since changed its name to the Connected Bay Area Program to communicate better the program vision of “connecting people, agencies, and infrastructure.”

In 2021, MTC continues the multi-agency collaborative effort to extend the planning effort for the Connected Bay Area Program. The program encompasses (1) highway operations equipment and the associated telecommunications infrastructure, such as the regional fiber network; (2) critical freeway and incident management functions; and (3) Transportation Management Center (TMC) resources needed to actively operate and maintain both equipment and critical freeway and incident management functions.

The Connected Bay Area Program strategic plan project will refresh the program’s vision, goals, and objectives to align with MTC’s goals as outlined in Plan Bay Area 2050, the BATA Recovery Action Plan and the Transit Transformation Actin Plan. The strategic plan provides a technical and policy framework for transportation management systems investment priorities.

In August 2021, MTC issued a request for proposals (RFP) for planning services for this project. An email advertising the availability of the RFP on MTC’s website was sent to over 4,500 individuals/firms. On September 22, 2021, MTC received one (1) responsive proposal from Kimley-Horn and Associates, Inc. (KHA).

An RFP evaluation panel comprised of MTC and Caltrans staff met on September 30, 2021 to evaluate KHA's SOQ, using the criteria listed below:

- Qualifications and experience of team and key project team members – 35%
- Understanding the project and approach – 35%
- Cost effectiveness – 20%
- Presentation – 10%

Additionally, staff compared KHA's proposed staffing level and fees with an engineer's independent cost estimate and the Traffic Incident Management Strategic Plan project that MTC recently entered into agreement. The proposed level of effort and fees are reasonable.

Based on the evaluation of the proposal, the panel determined that KHA is well-qualified to provide the next round of Connected Bay Area strategic planning services. KHA has considerable institutional knowledge from the preparation of the earlier program-specific Action Plan and has been active in regional communication assessments and strategic planning for traffic system management & operations (TSMO). KHA's proposed approach emphasizes identifying the needs and challenges through engagement with MTC and stakeholders, using resources from local and national programs, and team commitment to meet the project budget and schedule. KHA has successfully completed various planning services with Bay Area agencies, Caltrans, and agencies across the nation. KHA has a long-standing working relationship with MTC and has received positive feedback.

The procurement included a preference for Small Business Enterprise (SBE), and KHA's proposal identified a 26% SBE commitment, resulting in 5 preference points being added to KHA's evaluation score for a total score of 91.84 out of 100. Attachment A includes a summary of Kimley-Horn and Associates, Inc's and its project team's small business and disadvantaged business enterprise status.

**Issues:**

None identified.

**Recommendations:**

Staff recommends that the Operations Committee authorize the Executive Director or designee to negotiate and enter into a contract with Kimley-Horn and Associates, Inc., in an amount not to exceed \$175,000 to provide planning services for the Connected Bay Area Strategic Plan.

**Attachments:**

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



Andrew B. Fremier

Attachment A

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**Disadvantaged Business Enterprise and Small Business Enterprise Status**

	<b>Firm Name</b>	<b>Role on Project</b>	<b>DBE* Yes / No</b>	<b>If DBE Yes, List #</b>	<b>SBE** Yes / No</b>	<b>If SBE Yes, List #</b>
Prime Contractor	Kimley-Horn and Associates, Inc.	Prime	No		No	
Subcontractor	Circlepoint	Strategic Analysis	No		Yes	40528
Subcontractor	Envirocom Communications Strategies	Public Outreach	No		Yes	8599-20

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

\*\*Denotes certification by the State of California.

## **Request for Committee Approval**

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### **Summary of Proposed Contract Amendment**

Work Item No.:	1223
Consultant:	Kimley-Horn and Associates, Inc. Oakland, CA
Work Project Title:	Connected Bay Area Strategic Plan
Purpose of Project:	The strategic plan will provide a technical and policy framework for transportation management systems investment priorities.
Brief Scope of Work:	The services include providing overall project management, quality control of work, and timely completion of the strategic plan.
Project Cost Not to Exceed:	\$175,000
Funding Source:	Service Authority for Freeways and Expressways – \$150,000; Bay Area Toll Authority Rehabilitation Program – \$25,000
Fiscal Impact:	Funding is included in the MTC SAFE and Rehabilitation Program FY2021-2022 budget.
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a contract with Kimley-Horn and Associates, Inc. to provide planning services for the Connected Bay Area Strategic Plan described above and in the Operations Committee Summary Sheet dated November 12, 2021, and that the Chief Financial Officer is authorized to set aside \$175,000 for such contract.
Operations Committee:	<hr/> Carol Dutra-Vernaci, Chair
Approved:	November 12, 2021

**Metropolitan Transportation Commission  
Operations Committee**

**November 12, 2021**

**Agenda Item 4e**

**Contract – North Bay Baylands Regional Conservation Investment Strategy:  
Environmental Science Associates (\$380,000)**

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**Subject:**

Contract with Environmental Science Associates to develop a landscape-scale conservation vision for the North Bay Baylands to identify conservation strategies and facilitate their implementation as compensatory and advanced mitigation for Resilient State Route 37 Corridor Program.

**Background:**

Since 2015, MTC has been collaborating with the California Department of Transportation (Caltrans), Sonoma County Transportation Authority (SCTA), Solano Transportation Authority, Napa Valley Transportation Authority, and Transportation Authority of Marin to deliver Resilient State Route 37 Corridor Program improvements. As approved by the State Route 37 Policy Committee, MTC has facilitated planning for project delivery that integrates transportation and ecology goals and actions that guide multi-modal mobility, wetland conservation, sea level rise adaptation, and social and economic equity.

In February 2021, MTC, in partnership with the San Francisco Estuary Partnership (SFEP), Caltrans, and SCTA, applied for funding from the State of California, Wildlife Conservation Board (WCB) to prepare a Regional Conservation Investment Strategy (RCIS) for the North Bay to support the delivery of Resilient State Route 37 Corridor Program. In May 2021, this Committee authorized \$640,000 in grant funding from the WCB, matched by \$100,000 from the Bay Area Toll Authority, plus in-kind staff cost contributions from MTC, SFEP, and Caltrans to support the development of the RCIS by the project's core team and consultant(s).

The North Bay Baylands RCIS will build on the substantial available scientific data and planning processes within the North Bay and will be consistent with California Department of Fish and Wildlife guidelines, including identifying conservation areas and strategies to facilitate advance mitigation for Resilient State Route 37 Corridor Program impacts. The scope of the RCIS will include the development and implementation of a Public Engagement Plan, with a focus on

equity priority communities, and an existing condition report to include land use, land cover data, species habitat models, and existing natural and built environments. The consultant will then identify actions that would implement and advance the conservation of focal species in response to identified stressors, including protecting and enhancing ecological processes, natural communities, and habitat connectivity. The RCIS will also define a framework to promote the implementation of conservation strategies, including developing mitigation credit agreements that could provide advance mitigation for future Resilient State Route 37 Corridor Program project impacts that require compensatory mitigation. Attachment A includes a summary of Environmental Science Associates small business and disadvantaged business enterprise status.

**Procurement Process:**

In July 2021, MTC issued a Request for Proposal (RFP) to hire a consultant to develop an RCIS for North Bay Baylands. In September, MTC received proposals from AECOM Technical Services, Inc. (AECOM) and Environmental Science Associates (ESA). A panel comprised of staff from MTC, SCTA, SFEP, and Caltrans reviewed the proposals and evaluated them based on each firm's understanding of the project, qualifications, cost-effectiveness, and presentation. The California State Coastal Conservancy and additional MTC staff also served as technical advisors. The evaluation panel and advisors found both firms to be highly qualified, so interviews were held on October 5, 2021. Based upon the evaluation and interviews, staff recommends the selection of ESA.

The ESA team outlined an approach that demonstrated their extensive experience with North Bay environmental planning and wetland restoration, understanding of the RCIS process and goals in relation to other Resilient State Route 37 Corridor Program processes, and how the strategies developed in the RCIS will be designed to build consensus and support implementable outcomes.

The table below provides the final ranking based upon the panel evaluations:

Ranking	Consultant
1	Environmental Science Associates
2	AECOM Technical Services, Inc.

**Issues:**

None identified.

**Recommendation:**

Staff recommends that the Operations Committee authorize the Executive Director or designee to negotiate and enter into a contract with Environmental Science Associates in an amount not to exceed \$380,000 to develop a Regional Conservation Investment Strategy for the North Bay Baylands.

**Attachments:**

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



Andrew B. Fremier

Attachment A

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**Disadvantaged Business Enterprise and Small Business Enterprise Status**

Prime Contractor

<b>Firm Name</b>	<b>Role on Project</b>	<b>DBE* Yes / No</b>	<b>If DBE Yes, List #</b>	<b>SBE** Yes / No</b>	<b>If SBE Yes, List #</b>
Environmental Science Associates	Prime	No		No	

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\*\*Denotes certification by the State of California.

## **Request for Committee Approval**

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### **Summary of Proposed Contract**

Work Item No.: 1120

Consultant: Environmental Science Associates  
San Francisco, California

Work Project Title: North Bay Baylands Regional Conservation Investment Strategy

Purpose of Project: Develop a landscape-scale conservation vision for the North Bay Baylands and identify and promote the implementation of conservation strategies as compensatory and as advanced mitigation for Resilient State Route 37 Corridor Program improvements.

Brief Scope of Work: Conduct an RCIS that includes: engaging with environmental specialists, stakeholders, and the community; defining the regional setting; conducting a climate change/sea level rise analysis; developing conservation strategies; and preparing a Draft and Final RCIS.

Project Cost Not to Exceed: \$380,000

Funding Source: Wildlife Conservation Board Grant Funds (2408)

Fiscal Impact: WCB grant funds are included in the MTC FY 2021-22 Budget

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with Environmental Science Associates to develop an RCIS described above and in the Operations Committee Summary Sheet dated November 12, 2021 and that the Chief Financial Officer is authorized to set aside \$380,000 for such contract.

Operations Committee:

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Carol Dutra-Vernaci, Chair

Approved: November 12, 2021

## **Metropolitan Transportation Commission Operations Committee**

**November 12, 2021**

**Agenda Item 4f**

### **Contract Amendment – Clipper® START/Toll Discount Program Eligibility Verification: Cubic Transportation Systems, Inc. (\$800,000)**

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#### **Subject:**

Request for approval to enter into a sole source contract amendment to fund eligibility verification services for the new Toll Discount Pilot program in an amount not to exceed \$800,000.

#### **Background:**

Clipper START is a means-based transit fare discount pilot designed to make transit more affordable for Bay Area low-income residents, establish a more consistent regional standard for fare discount policies, and define a transit affordability solution that is finally viable and administratively feasible.

As part of the Clipper START program, an eligibility verifier was required to perform application intake, review, and approval and provide customer service functions for program applicants and participants.

#### **Existing Contract:**

On August 28, 2019, MTC issued a Request for Proposals (RFP) for consultant assistance for eligibility verifier services for the means-based program. Eligibility verifier tasks include handling all application intake from various channels, reviewing applications, and approving participants for inclusion in the program or denying applications for those who do not qualify for the program. The eligibility verifier also provides customer services by contacting participants to request further information as needed and by answering incoming customer inquiries.

Nine vendors were invited to submit a proposal. By the proposal due date, MTC received one proposal that met the minimum qualifications, from Cubic Transportation Services, Inc. (Cubic). The proposal was evaluated by a panel of three MTC staff members and two transit agency advisors. The proposal was scored using the following evaluation criteria: approach and clarity of response (40%), cost effectiveness (30%), and qualifications and proposer experience (30%). The evaluation panel scored Cubic at 82.8%. The evaluation panel interviewed with Cubic and agreed it met the required criteria. The MTC Operations Committee approved a contract in the amount of \$1,700,000.

**New Eligibility Verification Required:**

MTC is now preparing to launch a new Toll Discount Pilot program that would offer a discount to low-income drivers traveling in the Interstate 880 Express Lanes. The pilot would use the same income requirements as Clipper START and would accept the same forms of proof of eligibility.

Cubic and its sole subcontractor for this work are neither disadvantaged business enterprises nor small business enterprises.

**Next Steps:**

Since the eligibility verification process would be exactly the same as for Clipper START, there are significant cost savings to contracting with Cubic to performance these services. For these compelling business reasons, staff recommends using the same eligibility verifier and is prepared to execute a sole source contract amendment with Cubic in an amount not to exceed \$800,000. The current amount of the contract is \$1,700,000, and the new total contract amount would be \$2,500,000.

**Issues:**

None identified.

**Recommendations:**

Staff recommends the Operations Committee authorize the Executive Director or designee to negotiate and enter into a sole source contract amendment with Cubic in an amount not to exceed \$800,000 to provide additional means-based eligibility verifier services for the Toll Discount Pilot program as well as the Clipper START program.

**Attachments:**

- None



Andrew B. Fremier

## **Request for Committee Approval**

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### **Summary of Proposed Contract Amendment**

Work Item No.: 1311

Consultant: Cubic Transportation Systems, Inc.  
San Diego, California

Work Project Title: Clipper START and Toll Discount Pilot Program Eligibility Verification

Purpose of Project: To provide eligibility verification services to the Clipper START and Toll Discount Pilot program

Brief Scope of Work: Contractor will verify eligibility for the Clipper START and the Toll Discount Pilot program, including checking proof of eligibility documents and providing customer service to applicants.

Project Cost Not to Exceed: Original Contract Amount: \$1,700,000  
This Amendment would add \$800,000  
New Contract Amount \$2,500,000

Funding Source: BAIFA Program Funds

Fiscal Impact: Funds available in the FY 2021-22 MTC agency budget.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with Cubic Transportation Systems, Inc. for eligibility verification services described above and in the Operations Committee Summary Sheet dated November 12, 2021 and that the Chief Financial Officer is authorized to set aside \$800,000 for such amendment.

Operations Committee:

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Carol Dutra-Vernaci, Chair

Approved: November 12, 2021

**Metropolitan Transportation Commission  
Operations Committee**

**November 12, 2021**

**Agenda Item 5a**

**MTC Commuter Parking Initiative Update**

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**Subject:**

Update on the status of three commuter parking facilities located at: 1) Interstate-80 (I-80)/Buchanan St. in Albany; 2) Interstate-880 (I-880)/Fruitvale Ave. in Oakland; and 3) I-880/High St. in Oakland – constructed as part of MTC’s Commuter Parking Initiative.

**Background:**

In December 2016, the Commission approved \$40 million in funding for MTC to deliver a suite of operational, transit, and shared mobility improvements to move more people into fewer cars across the San Francisco-Oakland Bay Bridge (MTC Resolution No. 3801, Revised and MTC Resolution No. 4202, Revised). As part of the Bay Bridge Forward-Commuter Parking Initiative, MTC and the California Department of Transportation (Caltrans) entered into a Master Operation and Maintenance Agreement in November 2017 that authorizes MTC to plan, design, construct, operate and maintain commuter parking facilities within the State highway right-of-way. As such, MTC constructed commuter parking facilities at I-80/Buchanan St. in Albany (Buchanan St. lot) and at I-880/High St. (High St. lot) and I-880/Fruitvale Ave. (Fruitvale Ave. lot) in Oakland to provide more opportunities for commuters to take transit or share rides in carpools. Staff provided an update of the Commuter Parking Initiative to the Operations Committee at its September 13, 2019 meeting.

**Previous Contract Approvals for Services:**

Contracts are in place for all services that will be provided at the commuter parking facilities, including on-site staffing, management, and operations; electric vehicle (EV) chargers; electronic bicycle lockers; parking occupancy system; and a virtual parking permit system to pay for daily and monthly parking fees. At its September 13, 2019 meeting, the Operations Committee approved parking regulations for the commuter parking facilities (MTC Resolution No. 4390) as well as a contract with LAZ Parking, LLC to provide on-site staffing, parking lot operations and management, and parking occupancy system operations. Other contract approvals include: ZDEVCO LLC to install EV chargers; eLock Technologies, Inc. to install electronic bicycle

lockers; and Passport Labs, Inc. to provide a virtual parking permit system. MTC is in the process of executing enforcement agreements with the cities of Oakland and Albany for the enforcement of parking payment.

MTC also entered into a contract with Alta Planning + Design, Inc. for the Fruitvale Commuter Lots Complete Street Project. MTC, in partnership with the City of Oakland and the Unity Council, worked with the Fruitvale community to identify potential bicycle and pedestrian access improvements to the Fruitvale Ave. lot. The project was completed in June 2021 and MTC will continue to work with the City of Oakland and the Unity Council to find opportunities to move forward with the concepts identified.

**Current Status of the Commuter Parking Facilities:**

Construction of all three commuter parking facilities was completed in early 2021, except for some amenities (i.e., EV chargers, bicycle lockers, and parking occupancy system). Operations of the commuter parking facilities have been on hold due to impacts from COVID-19 and shelter-in-place mandates. With traffic congestion increasing and commuters starting to return to the workplace, staff is moving forward to begin operations of the Buchanan St. and Fruitvale Ave. lots in December 2021. The lots will be branded as “Pivot Point Commuter Hubs”. Existing AC Transit Transbay lines will provide service to these lots – the LA Transbay line for Buchanan St. and the O Transbay line for Fruitvale Ave. The lots could also accommodate carpooling and employer shuttles when they resume. The Fruitvale Ave. lot includes three parcels, but staff intends to open only one of the three in December, and the remaining two parcels will open as parking demand increases.

MTC will be relinquishing the High St. lot back to Caltrans. Since the COVID-19 pandemic, this lot has experienced an unexpectedly high number of incidents, including graffiti, property damage, theft of materials, littering, and illegal dumping. Although MTC has been providing interim maintenance and repairs over the last 11 months, it does not have the resources to continue the level of maintenance required. Additionally, there are no existing AC Transit Transbay lines that serve this location; and employers that were initially interested in running shuttles to this lot have recently expressed safety concerns and thus they are no longer interested

in providing services here. For these reasons, MTC has determined that the High St. lot is no longer a viable location as a commuter parking facility.

**Next Steps:**

Staff is preparing for the opening of the Buchanan St. and Fruitvale Ave. lots this December – working with the selected contractors to implement services and amenities. Staff is also working with Caltrans to relinquish the High St. facility. As part of the relinquishment process, MTC is encouraging Caltrans to work with the City of Oakland or other partner agencies to identify alternate uses that could provide community resources and benefits from the improvements that have been put in place at the High St. Facility.

**Issues:**


None identified

**Recommendations:**

Information only

**Attachments:**

- Attachment A: PowerPoint



Andrew B. Fremier

# Commuter Parking Initiative

MTC Operations Committee

November 12, 2021



Interstate 80 (I-80)/Buchanan St.



Interstate 880 (I-880)/Fruitvale Ave.



I-880/High St.

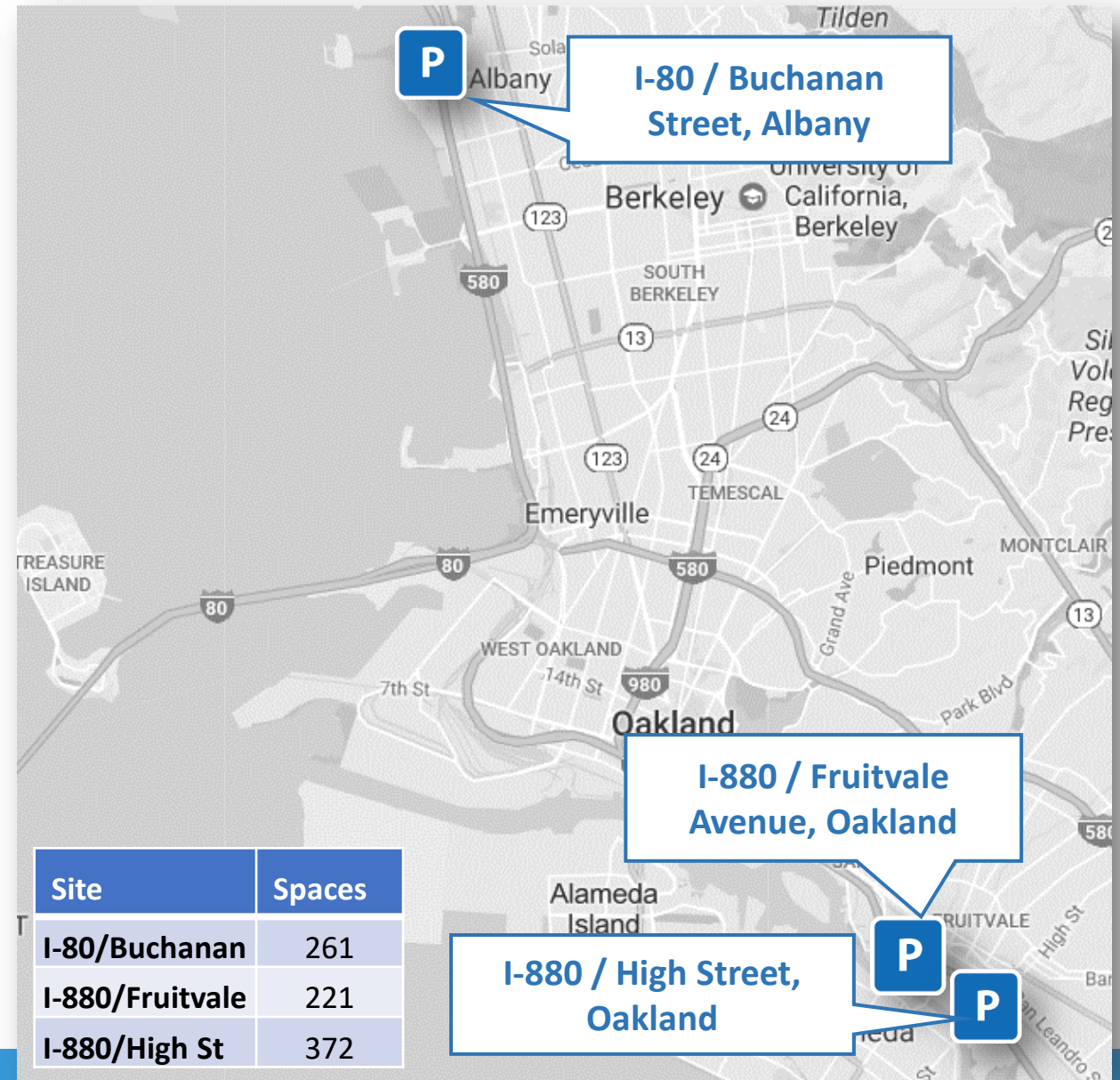
# Project Overview

- **Goals**

- Provide opportunities for commuters to park and share rides in transit or carpool
- Move more people in fewer vehicles
- Provide a convenient user experience

- **Design & Operations**

- Using underutilized Caltrans airspaces
- MTC will operate and maintain lots for three-year pilot; will explore partnerships with cities/transit agencies for ongoing operations and maintenance



# Provide a Convenient Commuter Experience



Check **real time parking availability information** before leaving



Drive, walk, or bike to the commuter parking lot



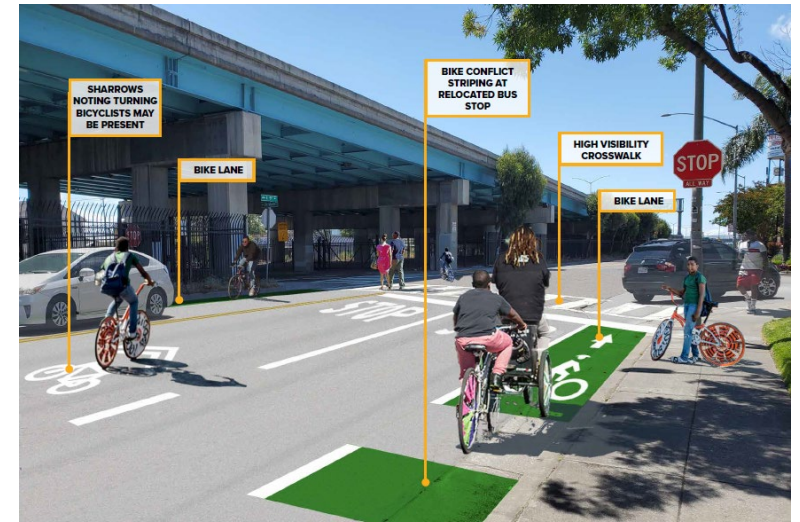
Pay for parking using **mobile payment**



Hop on **transit or carpool** to destination

# Project Update

- Construction completed early 2021
- Operation on hold due to COVID-19
- Contracts in place for:
  - Parking operations
  - Electric vehicle chargers
  - Electronic bicycle lockers
  - Parking occupancy system
  - Virtual parking permit system
- Completed project with City of Oakland and Unity Council to identify bicycle and pedestrian access to the Fruitvale Ave. lot



# Current Status



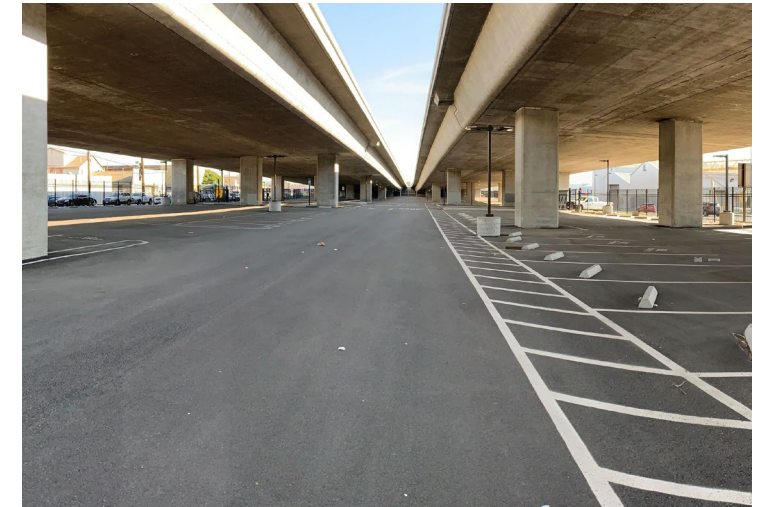
## I-80/Buchanan St., Albany

- Anticipated to open December 2021 as "Pivot Point Commuter Hub"
- AC Transit Transbay LA line will provide service



## I-880/Fruitvale Ave., Oakland

- Anticipated to open December 2021 as "Pivot Point Commuter Hub"
- AC Transit Transbay O line will provide service
- One of three lots will open first; other two lots will open when parking demand increases



## I-880/High St., Oakland

- Will relinquish facility back to Caltrans
- Experiencing high number of incidents, including vandalism and theft of materials
- No AC Transit Transbay service available