



# Metropolitan Transportation Commission

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

## Meeting Agenda

### Operations Committee

#### *Committee Members:*

*Scott Haggerty, Chair    Julie Pierce, Vice Chair*

*Alicia Aguirre, Anne Halsted, Steve Kinsey,  
Sam Liccardo, Jim Sperling*

*Non-Voting Members: Tom Azumbrado, Dorene M. Giacomini*

---

Friday, October 14, 2016

9:30 AM

Board Room - 1st Floor

---

This meeting is scheduled to be webcast live on the Metropolitan Transportation Commission's Website: <http://mtc.ca.gov/whats-happening/meetings> and will take place at 9:30 a.m.

#### 1. Roll Call / Confirm Quorum

*Quorum: A quorum of this committee shall be a majority of its regular non-ex-officio voting members (4).*

#### 2. Pledge of Allegiance

#### 3. Compensation Announcement - Committee Secretary

#### 4. Consent Calendar

- 4a. [15-1911](#) Minutes of September 9, 2016 meeting

Action: Committee Approval

Attachments: [4a Minutes Sept 2016](#)

- 4b. [15-1942](#) Funding Agreement - Regional Carpool Program Complementary Activities: Solano Transportation Authority (\$240,000)

Action: Committee Approval

Presenter: Pierce Gould

Attachments: [4b FY17 STA Funding Agreement](#)

**5. Approval**

- 5a.**     [15-1912](#)     Contracts - Freeway Service Patrol (FSP) Towing Services:  
Various Tow Contractors (\$18,070,200)
- Tow service contract recommendations from the FY 2018 procurement.
- Action:           Committee Approval
- Presenter:       Jaime Maldonado
- Attachments:     [5a FSP FY2018 RFQBI](#)  
                                 [5a Handout-Beats up for Bid RFQBI ADDENDUM 1](#)

**6. Public Comment / Other Business****7. Adjournment / Next Meeting**

**The next meeting of the Operations Committee will be November 4, 2016, 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA..**

**Public Comment:** The public is encouraged to comment on agenda items at Committee meetings by completing a request-to-speak card (available from staff) and passing it to the Committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

**Meeting Conduct:** If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the Committee may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

**Record of Meeting:** Committee meetings are recorded. Copies of recordings are available at a nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site ([mtc.ca.gov](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.

---

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 #:** 15-1911      **Version:** 1      **Name:**  
**Type:** Minutes      **Status:** Consent  
**File created:** 9/7/2016      **In control:** Operations Committee  
**On agenda:** 10/14/2016      **Final action:**  
**Title:** Minutes of September 9, 2016 meeting  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [4a Minutes Sept 2016](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

### Subject:

Minutes of September 9, 2016 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:*

*Scott Haggerty, Chair    Julie Pierce, Vice Chair*

*Alicia Aguirre, Anne Halsted, Steve Kinsey,  
Sam Liccardo, Jim Spering*

*Non-Voting Members: Tom Azumbrado, Dorene M. Giacomini*

---

Friday, September 9, 2016

9:00 AM

Board Room - 1st Floor

---

#### 1. Roll Call / Confirm Quorum

##### Rollcall

**Present:** 5 - Commissioner Aguirre, Chairperson Haggerty, Commissioner Halsted, Vice Chair  
Pierce and Commissioner Spering

**Absent:** 2 - Commissioner Kinsey and Commissioner Liccardo

Non-Voting Members Absent: Commissioner Azumbrado and Commissioner Giacomini

Ex Officio Voting Members Absent: Commission Chair Cortese and  
Commission Vice Chair Mackenzie

Ad Hoc Non-Voting Members Present: Commissioner Bates, Commissioner Luce,  
Commissioner Tissier, and Commissioner Worth

#### 2. Pledge of Allegiance

#### 3. Compensation Announcement - Committee Secretary

#### 4. Consent Calendar

Upon the motion by Commissioner Spering and second by Vice Chair Pierce, the  
Consent Calendar was unanimously approved by the following vote:

**Aye:** 5 - Commissioner Aguirre, Chairperson Haggerty, Commissioner Halsted, Vice Chair  
Pierce and Commissioner Spering

**Absent:** 2 - Commissioner Kinsey and Commissioner Liccardo

4a. [15-1828](#) Minutes of July 8, 2016 meeting

**Action:** Committee Approval





# Metropolitan Transportation Commission

375 Beale Street, Suite 800  
San Francisco, CA 94105

## Legislation Details (With Text)

**File #:** 15-1942      **Version:** 1      **Name:**  
**Type:** Contract      **Status:** Consent  
**File created:** 9/16/2016      **In control:** Operations Committee  
**On agenda:** 10/14/2016      **Final action:**  
**Title:** Funding Agreement - Regional Carpool Program Complementary Activities: Solano Transportation Authority (\$240,000)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [4b FY17 STA Funding Agreement](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

### Subject:

Funding Agreement - Regional Carpool Program Complementary Activities: Solano Transportation Authority (\$240,000)

### Presenter:

Pierce Gould

### Recommended Action:

Committee Approval

### Attachments



METROPOLITAN  
TRANSPORTATION  
COMMISSION

Agenda Item 4b  
Bay Area Metro Center  
375 Beale Street  
San Francisco, CA 94105  
TEL 415.778.6700  
WEB [www.mtc.ca.gov](http://www.mtc.ca.gov)

## *Memorandum*

TO: Operations Committee

DATE: October 7, 2016

FR: Executive Director

W. I. 1222

RE: Funding Agreement – Regional Carpool Program Complementary Activities:  
Solano Transportation Authority (\$240,000)

### **Summary**

This memorandum requests Committee approval for a funding agreement with the Solano Transportation Authority (STA) in the amount of \$240,000 to support services that complement those provided by the regional carpool and vanpool programs.

### **Background**

Since 2004, five of the nine Bay Area counties have conducted employer outreach on behalf of MTC's 511 Regional Rideshare Program. At its June 2015 meeting, the Operations Committee approved staff's recommendation for strategic changes to the MTC program in light of a 50% decrease in funding, including stepping away from employer trip reduction outreach and focusing on carpool and vanpool formation and maintenance. Also in June 2015, this Committee approved staff's plan to fund a final year's worth of program-related work for all counties to ease the transition. To this end, MTC is entering into funding agreements with seven counties for \$70,000 each in FY 2016-17 under the MTC Executive Director's delegated authority.

For both Solano and Napa counties, funds in the amount of \$240,000 have been historically delegated to the STA for complementary rideshare services. Since this amount exceeds the MTC Executive Director's delegated authority, staff is requesting Operations Committee approval.

The objectives of the funding agreement are to:

- Implement local activities that complement regional efforts to reduce solo commuter driving;
- Support and further MTC's goals to promote carpooling and carpool matching apps;
- Include 511.org as a traveler information resource in public outreach;
- Work collaboratively on trip reduction efforts; and
- Monitor project outcomes.



**Recommendation**

Staff recommends that the Committee authorize the Executive Director or his designated representative to negotiate and enter into a funding agreement for \$240,000 with the STA as described herein.

---

Steve Heminger

SH: bl

REQUEST FOR COMMITTEE APPROVAL  
Summary of Proposed Funding Agreement

Work Item No.:	1222
Recipients:	Solano Transportation Authority (STA) Suisun City, CA
Project Title:	Services Complementary to the Regional Carpool Program
Purpose of Project:	Provide a year of funding to STA to support Transportation Demand Management and transition from regional support.
Brief Scope of Work:	Provide services within Napa and Solano counties that complement regional efforts to reduce single occupant vehicle trips.
Project Cost Not to Exceed:	\$240,000
Funding Source:	CMAQ
Fiscal Impact:	Funding is included in the MTC FY 2016-17 Budget.
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a funding agreement with STA for the purposes described above and in the Executive Director's October 7, 2016 memorandum, and the Chief Financial Officer is authorized to set aside funds in the amount of \$240,000 for such funding agreement.
Operations Committee:	
	<hr/> Scott Haggerty, Chair
Approved:	Date: October 14, 2016



# Metropolitan Transportation Commission

375 Beale Street, Suite 800  
San Francisco, CA 94105

## Legislation Details (With Text)

**File #:** 15-1912      **Version:** 1      **Name:**  
**Type:** Contract      **Status:** Committee Approval  
**File created:** 9/7/2016      **In control:** Operations Committee  
**On agenda:** 10/14/2016      **Final action:**  
**Title:** Contracts - Freeway Service Patrol (FSP) Towing Services:  
Various Tow Contractors (\$18,070,200)

Tow service contract recommendations from the FY 2018 procurement.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [5a\\_FSP FY2018 RFQBI](#)  
[5a\\_Handout-Beats up for Bid RFQBI ADDENDUM 1](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

### Subject:

Contracts - Freeway Service Patrol (FSP) Towing Services:  
Various Tow Contractors (\$18,070,200)

Tow service contract recommendations from the FY 2018 procurement.

### Presenter:

Jaime Maldonado

### Recommended Action:

Committee Approval

### Attachments



**METROPOLITAN  
TRANSPORTATION  
COMMISSION**

**SERVICE AUTHORITY  
FOR FREEWAYS  
AND EXPRESSWAYS**

**Agenda Item 5a**

Bay Area Metro Center  
375 Beale Street, Suite 800  
San Francisco, CA 94105  
TEL 415.778.6700  
WEB [www.mtc.ca.gov](http://www.mtc.ca.gov)

***Memorandum***

TO: Operations Committee

DATE: October 7, 2016

FR: Executive Director

W.I.: 6032

RE: Contracts – Freeway Service Patrol (FSP) Towing Services: Various Tow Contractors (\$18,070,200)

This memorandum seeks Committee authorization to enter into contracts for 11 Freeway Service Patrol (FSP) beats with the various tow contractors and amounts as listed in Attachment 1: FSP Contract Amounts a total amount not to exceed \$18,070,200 over four years or \$4,517,550 per fiscal year, subject to annual approval of the SAFE budget during Fiscal Years 2018 through 2021.

**Background**

FSP is a congestion relief and management program that deploys roving tow trucks in areas of congestion to quickly remove debris and stalled vehicles during peak commute hours. The service that FSP provides improved traffic flow, motorist safety, and reduces emissions. The program is administered through a partnership between MTC SAFE, the California Highway Patrol (CHP) and the California Department of Transportation (Caltrans). Private tow contractors are hired by MTC SAFE to provide the service and funding for such contracts are a combination of federal, state, and local funds. The program encompasses 31 beats or freeway segments that cover approximately 500 miles of Bay Area freeway with 70 trucks. Numerous modifications have been made over the years to align service levels with each beat's recent congestion trend to ensure that resources are allocated effectively and within budget constraints.

**Request for Qualifications and Bid Invitation (RFQBI)**

With 13 beats due to expire, Staff analyzed the program's performance to assess additional modifications that needed to be made to the program and incorporated into the upcoming beat procurement. Based on congestion performance resources, assist data collected, and discussions with FSP Partners, minor adjustments with the objective of maximizing cost-effective congestion reduction, Staff presented the recommended service changes to the June 2016 Operations Committee.

On June 28, 2016, the RFQBI was released to over 400 tow vendors on the MTC SAFE mailing list. The RFQBI is a multi-step procurement process in which bidders are qualified through experience and inspections and then invited to submit a bid. This 3-step process is as follows:

- Step 1: Review qualifications of proposers to determine which tow contractors met the minimum qualifications (MQs).
- Step 2: Site visits, which involved vehicle and facility inspections conducted by CHP and MTC SAFE.
- Step 3: Bidders that met the MQs and passed the site inspections were eligible to submit a price proposal.

Bidders with the lowest responsible and responsive contract hourly rate are recommended for contract award, subject to the beat award limitations designed to ensure bidders are not extended beyond their operational capacity.

### **RFQBI Evaluation**

Seven bidders, all existing FSP contractors, participated in the procurement and passed Step 1 and Step 2. On the closing date of Step 3, MTC SAFE received bids for only 11 of the 13 bids. Beats 21 and 25 did not receive any bids and were reopened to the same 400 tow vendors on the MTC SAFE mailing list with substantially similar specifications as the original RFQBI. This second RFQBI was condensed to two steps: Step 1, Qualifications and Inspections and Step 2, Bid Submittal. Outreach was conducted by Staff to garner additional interest and at the Beat 21 and 25 bid submittal closing date, one bid for each beat was submitted.

During the evaluation, MTC SAFE concluded that the contract hourly rates for Beat 12 and 25 were beyond the program's budget allowance even with the 6% escalation rate that was included to account for increase in the cost to do FSP business. Ultimately, the bids for Beat 12 and 25 were canceled because their total cost pushed the total budget beyond our financial resources. Overall, costs have risen due to higher labor and insurance expenses. Staff reassessed the specifications of these two beats and decided that in order to cut cost yet maintain FSP service in those areas, one truck from each beat had to be eliminated. With the new specifications, an informal bid for Beat 12 and Beat 25 was issued to bidders that had previously submitted documentation to this year's procurements on September 12, 2016. At the bid closing date, MTC SAFE received one bid for Beat 12 and one bid for Beat 25. The contract total cost submitted for both beats were acceptable and within the program's budget.

Of the 13 beats recommended for award per this memo, all are recommended based on low bid evaluations. The table of recommended contractors and contract amounts is detailed on Attachment 1: FSP Contract Amounts. FSP metrics are provided in Attachment 2: FSP Program Data.

### **Recommendation**

Staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into four-year contracts with the tow contractors as listed in Attachment 1: FSP Contract Amounts in the respective not to exceed amounts specified therein for a total amount not to exceed \$18,070,200 over four years or \$4,517,550 per fiscal year (beginning with FY 2017-18), provided such amount may increase in each subsequent fiscal year of the contract period by the amount unspent in the prior fiscal years, subject to an aggregate not to exceed amount of \$18,070,200 and annual approval of the MTC SAFE budgets.

  
\_\_\_\_\_  
Steve Heminger

### **Attachments:**

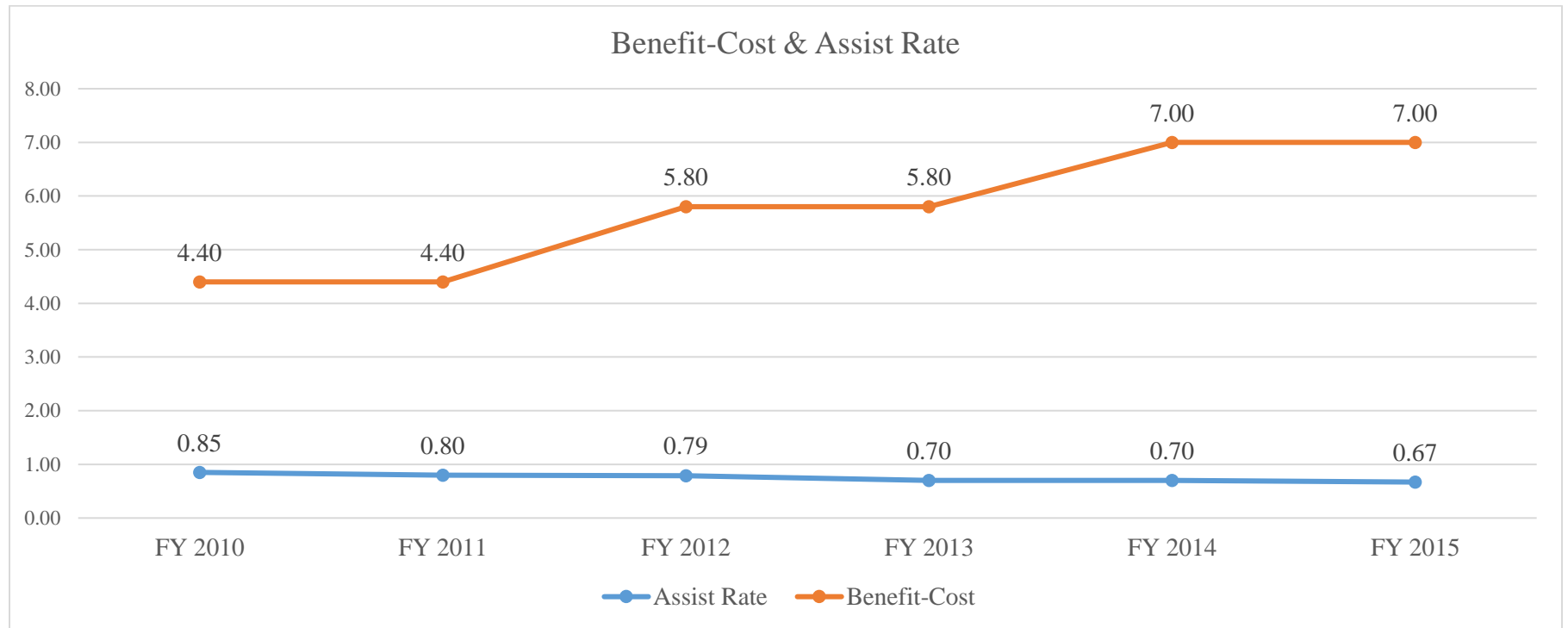
- Attachment 1: FSP Contract Amounts
- Attachment 2: FSP Program Data

SH:jm

**FSP Contract Amounts**

<b>Beat</b>	<b>Contractor</b>	<b>4-Year Contract Total</b>	<b>Annual Total</b>
1	Palace	\$1,178,200	\$294,550
2	Redhill	\$2,087,000	\$521,750
4	Palace	\$1,373,200	\$343,300
6	Atlas	\$2,416,900	\$604,225
8	Campbell's	\$2,166,000	\$541,500
12	Ken Betts	\$990,900	\$247,725
19	Campbell's	\$1,577,800	\$394,450
21	Lima Tow	\$1,082,000	\$270,500
23	Campbell's	\$1,005,800	\$251,450
25	Pizzagoni	\$2,058,800	\$514,700
26	Palace	\$864,000	\$216,000
28	Redhill	\$422,100	\$105,525
32	Bob's	\$847,500	\$211,875
		<b>Annual Contract Total</b>	<b>\$4,517,550</b>

### Bay Area Program Benefit-Cost to Assist Rate Comparison



### Statewide Comparison FY 2014

	Benefit-Cost	Assist Rate	Centerline Miles	Trucks
<b>Bay Area</b>	7.0	0.70	558	79
<b>Los Angeles</b>	10.2	0.75	474	146
<b>Orange County</b>	8.5	0.75	132	34
<b>San Diego</b>	4.0	0.85	244	34

## **REQUEST FOR COMMITTEE APPROVAL**

### **Summary of Proposed Contracts**

Work Item No.:	6032
Work Project Title:	FSP Tow Operations
Purpose of Project:	To provide Freeway Service Patrol service during Fiscal Years 2018 through 2021 on 11 tow services beats, as designated in the Request for Qualifications Bid Invitation (RFQBI) dated June 28, 2016, as subsequently amended on July 21, 2016 and the RFQBI dated August 4, 2016 under the terms and conditions as specified.
Brief Scope of Work:	Provide tow services during hours of congestion and special events as specified by the FSP Partnership, which includes MTC SAFE, Caltrans, and CHP.
Project Cost Not to Exceed:	\$18,070,200 over four years or \$4,517,550 per fiscal year; individual maximum contract amounts are as specified in the on Attachment 1: FSP Contract Amounts to the Executive Director's October 7, 2016 memorandum.
Funding Source:	STP, State, SAFE
Fiscal Impact:	Funding subject to approval of each fiscal year's MTC SAFE operating budgets from FY 2018 through FY 2021.
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into agreements with each of the tow contractors in the respective maximum amounts specified in Attachment 1: FSP Contract Amounts to the Executive Director's October 7, 2016 memorandum for the purposes described herein and the Executive Director's October 7, 2016 memorandum, and that the Chief Financial Officer is authorized to set aside \$4,517,550 per fiscal year for such contracts in each of FY 2018, FY 2019, FY 2020, and FY 2021 subject to approval of each year's annual MTC SAFE operating budget.
Operations Committee:	
	<hr/> Scott Haggerty, Chair
Approved:	October 14, 2016



# FY 2018 Beats up for Bid



Beats up for Bid		
Beats up for bid with New Boundaries		
Beat	Weekday Hours	
	A.M.	P.M.
1	7-10	2:30-7
2	6-noon	noon-7
4	6:30-noon	noon-7
6	6:30-10:30	2-7
8	6-10	3-7
12	6-10	3-7
19	7-10	3-7
21	6:30-9:30	3-7
23	6:30-9:30	3-7
25	5:30-9:30	3-7
26	7-10	4-7
28	6-9	3-7
32	6:30-10	3-7

