



Metropolitan Transportation Commission

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

Meeting Agenda

Administration Committee

Committee Members:

Federal D. Glover, Chair Anne W. Halsted, Vice Chair

*Jeannie Bruins, Carol Dutra-Vernaci,
Nick Josefowitz, Alfredo Pedroza, Libby Schaaf,
Warren Slocum, Amy R. Worth
Non-Voting Member: Bijan Sartipi*

Wednesday, March 8, 2017

9:35 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 9:35 a.m. or immediately following the 9:30a.m. Bay Area Toll Authority Oversight Committee meeting.

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. Consent Calendar

- 2a. [17-2306](#) Minutes of the February 8, 2017 meeting
- Action: Committee Approval
- Attachments: [2a 02-08-2017 Administration Draft Minutes.pdf](#)
-
- 2b. [17-2308](#) Investment Report for January 2017
- Action: Information
- Presenter: Susan Woo
- Attachments: [2b Investment Report January'2017.pdf](#)
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- 2c. [17-2309](#) MTC Financial Statements for January 2017
- Action: Information
- Presenter: Sonia Elsonbaty
- Attachments: [2c Financial Statement-January'2017.pdf](#)

- 2d.** [17-2310](#) Monthly Travel Report
- Action: Information
- Presenter: Sonia Elsonbaty
- Attachments: [2d Travel Report January'2017.pdf](#)
-
- 2e.** [17-2312](#) Purchase Order - Microsoft Enterprise Volume Licensing Agreement:
 Software ONE, Inc. (\$555,000)
- Action: Committee Approval
- Presenter: Nick Roethel
- Attachments: [2e PurchaseOrder SoftwareONE.pdf](#)
-
- 2f.** [17-2335](#) Contract Amendment - StreetSaver® Software Development,
 Maintenance & Support: DevMecca.com, LLC (\$500,000)
- Action: Committee Approval
- Presenter: Sui Tan
- Attachments: [2f ContractAmend DevMecca.pdf](#)
-
- 2g.** [17-2235](#) Memorandum of Understanding - Comprehensive Federal and State
 Transportation Planning and Programming: Caltrans
- Action: Committee Approval
- Presenter: Alix Bockelman
- Attachments: [2g MPO MOU w-Caltrans.pdf](#)
-
- 3. Approval**
-
- 3a.** [17-2364](#) Amendment #2 to the FY2016-17 Association of Bay Area Governments
 (ABAG) Funding Agreement to Extend through June 30, 2017
 (\$950,000)
- A request to extend the current agreement through June 2017 given the
 timeline for implementing the MTC/ABAG staff consolidation.
- Action: Commission Approval
- Presenter: Alix Bockelman
- Attachments: [3a ABAG Funding Agreement Extension.pdf](#)

- 3b.** [17-2365](#) MTC/Association of Bay Area Governments (ABAG) Staff Consolidation and Related MTC Employee MOU Recommended Actions:
1. Approval of Completion Date for MTC Organization Study
 2. MTC Resolution Nos. 4153, Revised and 4154, Revised
 3. Recommend Evaluation of MTC Associates Against the New Senior VIIIb Classification
- Action: Commission Approval
- Presenter: Alix Bockelman
- Attachments: [3b Staff Consolidation and MOU Actions X .pdf](#)

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on April 12, 2017 at 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) 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 #: 17-2306 **Version:** 1 **Name:**
Type: Minutes **Status:** Consent
File created: 2/3/2017 **In control:** Administration Committee
On agenda: 3/8/2017 **Final action:**
Title: Minutes of the February 8, 2017 meeting
Sponsors:
Indexes:
Code sections:
Attachments: [2a_02-08-2017_Administration_Draft_Minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Minutes of the February 8, 2017 meeting

Recommended Action:
Committee Approval



Metropolitan Transportation Commission Meeting Minutes

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

Administration Committee

Committee Members:

Federal D. Glover, Chair Anne W. Halsted, Vice Chair

*Jeannie Bruins, Carol Dutra-Vernaci,
Nick Josefowitz, Alfredo Pedroza, Libby Schaaf,
Warren Slocum, Amy R. Worth
Non-Voting Member: Bijan Sartipi*

Wednesday, February 8, 2017

9:35 AM

Board Room - 1st Floor

Call Meeting to Order

1. Roll Call/Confirm Quorum

Present: 8 - Commissioner Dutra-Vernaci, Commissioner Glover, Commissioner Halsted,
Commissioner Josefowitz, Commissioner Pedroza, Commissioner Schaaf,
Commissioner Slocum and Commissioner Worth

Absent: 1 - Commissioner Bruins

Non-Voting Member Present: Commissioner Sartipi

Ex Officio Voting Member Present: Commission Vice Chair Mackenzie

Ad Hoc Non-Voting Members Present: Commissioner Haggerty, and Commissioner Pierce

2. Consent Calendar

Approval of the Consent Calendar

Upon the motion by Commissioner Worth and the second by Commissioner Halsted, the Consent Calendar was unanimously approved by the following vote:

Aye: 8 - Commissioner Dutra-Vernaci, Commissioner Glover, Commissioner Halsted,
Commissioner Josefowitz, Commissioner Pedroza, Commissioner Schaaf,
Commissioner Slocum and Commissioner Worth

Absent: 1 - Commissioner Bruins

2a. [17-2218](#) Minutes of the January 11, 2017 meeting

Action: Committee Approval

2b. [17-2219](#) Investment Report for December 2016

Action: Information

Presenter: Susan Woo

2c. [17-2220](#) MTC Financial Statements for December 2016

Action: Information

Presenter: Sonia Elsonbaty

2d. [17-2221](#) Monthly Travel Report

Action: Information

Presenter: Sonia Elsonbaty

2e. [17-2171](#) Contracts - Pavement Management Technical Assistance Program
(P-TAP) Round 18 (\$1,674,000)

- i. AMS Consulting, LLC, Pleasanton, CA (\$277,000)
- ii. Nichols Consulting Engineers, CHTD, Richmond, CA (\$257,000)
- iii. Capitol Asset & Pavement Services, Inc., Salem, OR (\$267,000)
- iv. Harris & Associates, Inc., Concord, CA (\$259,000)
- v. Pavement Engineering, Inc., San Luis Obispo, CA (\$226,000)
- vi. Quality Engineering Solutions Inc., Conneaut Lake, PA (\$216,000)
- vii. Fugro Roadware, Inc., Irvine, CA (\$172,000)

Action: Committee Approval

Presenter: Christina Hohorst

3. Approval**3a.** [17-2277](#) Funding Agreement - A Resilient Transportation System for Safe and
Sustainable Communities: San Francisco Bay Conservation and
Development Commission (\$575,000)

A request to enter into a funding agreement with the San Francisco Bay Conservation Development and Commission to perform activities for the Caltrans "A Resilient Transportation System for Safe and Sustainable Communities" planning grant.

Action: Committee Approval

Presenter: Allison Brooks

Upon the motion by Commissioner Halsted and the second by Commissioner Pedroza, the Committee unanimously approved the funding agreement with the San Francisco Bay Conservation and Development Commission. The motion carried by the following vote:

Aye: 8 - Commissioner Dutra-Vernaci, Commissioner Glover, Commissioner Halsted, Commissioner Josefowitz, Commissioner Pedroza, Commissioner Schaaf, Commissioner Slocum and Commissioner Worth

Absent: 1 - Commissioner Bruins

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on March 8, 2017 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2308 **Version:** 1 **Name:**
Type: Report **Status:** Consent
File created: 2/3/2017 **In control:** Administration Committee
On agenda: 3/8/2017 **Final action:**
Title: Investment Report for January 2017
Sponsors:
Indexes:
Code sections:
Attachments: [2b Investment Report January'2017.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Investment Report for January 2017

Presenter:
Susan Woo

Recommended Action:
Information



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105
TEL 415.778.6700
WEB www.mtc.ca.gov

Memorandum

TO: Administration Committee

DATE: March 1, 2017

FR: Executive Director

RE: Investment Report for January 2017

In accordance with the adopted investment policy, attached are the comprehensive investment holdings for MTC and all operating units.

Total funds under MTC management are just under \$3.5 billion. A breakdown by fund is as follows:

<u>Fund</u>	<u>Market Value (\$ million)</u>	<u>% of Total</u>
BATA Admin	\$ 1,014.5	29.0%
BATA Projects	643.6	18.4%
BATA Debt Payment	20.8	0.6%
BATA Debt Service Reserve	516.7	14.8%
BATA RM2	262.8	7.5%
MTC	432.7	12.4%
BART Car Exchange Program	333.5	9.5%
AB 1171	41.4	1.2%
FasTrak® (Customer Deposits)	103.2	2.9%
Clipper®	58.3	1.7%
BAHA	47.7	1.4%
SAFE	16.6	0.5%
RAFC	1.9	0.1%
Portfolio Total	<u>\$ 3,493.7</u>	<u>100.0%</u>

The BART Car Exchange fund is held in trust for future replacement of BART cars.

The portfolio consists mainly of Government Sponsored Enterprises (GSEs). The portfolio breakdown is as follows:

<u>Security Holding</u>	<u>Portfolio Composite</u>	<u>Policy Limits</u>
Fed Home Loan Bank	41.6%	No limit
Fed Home Loan Mortgage	32.3%	No limit
Fed National Mortgage Association	5.6%	No limit
Fed Farm Credit Bank	1.7%	No limit
Cash	9.2%	No limit
Certificates of Deposit	3.0%	10% portfolio
Gov't Pools	Less than 0.1%	No limit
CalTrust Govt Money Market Fund	0.7%	No limit
CA Asset Mgmt Program (CAMP)	Less than 0.1%	No limit
Municipal Bonds	1.7%	No limit
Mutual Funds	3.3%	20% Portfolio/10% One Fund
Blackrock (BATA Trustee)	0.9%	Trustee Funds – No limit
Morgan Stanley (BATA Trustee)	Less than 0.1%	Trustee Funds – No limit
Portfolio Total	100.0%	

Funds held by trustee are subject to permitted investments authorized in the approved issuing documents and are not subject to mutual fund limits as defined by California law and the MTC Investment Policy.

Credit ratings of corporate medium-term notes, mutual funds, and certificates of deposit held in the MTC portfolio are within the limits required by the MTC Investment Policy.

Liquidity Summary of MTC Portfolio

Maturity	Market Value (\$ million)	% of Total Portfolio	Cumulative Minimum Level per MTC Investment Policy
30 days or less	\$ 983.2	28%	10%
90 days or less	1,967.4 cumulative	56% cumulative	15%
1 year or less	3,209.8 cumulative	92% cumulative	30%
1-5 years	253.9	7%	
*greater than 5 years	30.0	1%	

* BAAQMD Certificate of Participation matures November 2053

The weighted maturity of the MTC portfolio is 234 days, the maximum weighted maturity cannot exceed 5 years.

The MTC portfolio holds \$30 million (1%) in variable rate demand obligations (VRDOs) issued by various California local agencies. The VRDOs are recognized as short term investment bonds for accounting classification purposes even though the various securities have maturities up to 30 years. The classification as short term investments is possible because VRDOs have “liquidity instruments” that allow the bonds to be “put” to the liquidity support bank at any time with seven days’ notice.

If there are any questions, please contact Brian Mayhew at (415) 778-6730.



Steve Heminger

SH:sw
Attachment

J:\COMMITTEE\Administration\2017 by Month\03 Mar'2017_Administration
Committee\2b_Investment_Report_January'2017_CoverMemo.docx



MTC
Summary by Type
January 31, 2017
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: MTC CASH AND CASH EQUIVALENT						
Local Agency Investment Funds	1	218,620.11	218,620.11	0.01	0.751	1
MM Funds	2	30,099,830.41	30,099,830.41	0.86	0.396	1
Subtotal	3	30,318,450.52	30,318,450.52	0.87	0.399	1
Fund: AB664 EAST						
Federal Agency Disc. -Amortizing	9	142,950,000.00	142,685,626.80	4.08	0.551	115
Mutual Funds - Custodial	1	31,225.18	31,225.18	0.00	0.480	1
MM Funds	1	6,891,470.48	6,891,470.48	0.20	0.400	1
Subtotal	11	149,872,695.66	149,608,322.46	4.28	0.544	110
Fund: AB664 WEST						
Federal Agency Disc. -Amortizing	7	61,100,000.00	61,004,587.10	1.75	0.532	99
Mutual Funds - Custodial	1	101,236.89	101,236.89	0.00	0.480	1
MM Funds	1	8,890,825.57	8,890,825.57	0.25	0.400	1
Subtotal	9	70,092,062.46	69,996,649.56	2.00	0.515	87
Fund: 5% STATE						
MM Funds	1	14,587,289.81	14,587,289.81	0.42	0.400	1
Subtotal	1	14,587,289.81	14,587,289.81	0.42	0.400	1
Fund: 2% TRANSIT RESERVES FERRY						
Federal Agency Disc. -Amortizing	3	13,100,000.00	13,094,329.40	0.37	0.464	32
Mutual Funds - Custodial	1	96,879.72	96,879.72	0.00	0.480	1
MM Funds	1	5,128,376.76	5,128,376.76	0.15	0.400	1
Subtotal	5	18,325,256.48	18,319,585.88	0.52	0.446	23
Fund: 2% TRANSIT RESERVES STUDIES						
Federal Agency Disc. -Amortizing	3	20,300,000.00	20,288,954.80	0.58	0.460	39
Mutual Funds - Custodial	1	43,846.99	43,846.99	0.00	0.480	1

MTC
Summary by Type
January 31, 2017
Grouped by Fund

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Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: 2% TRANSIT RESERVES STUDIES						
MM Funds	1	2,514,082.80	2,514,082.80	0.07	0.400	1
Subtotal	5	22,857,929.79	22,846,884.59	0.65	0.454	35
Fund: 90% RAIL RESERVE EAST						
Federal Agency Disc. -Amortizing	6	41,000,000.00	40,973,272.70	1.17	0.468	47
Federal Agency Coupon Securities	1	15,000,000.00	15,003,090.00	0.43	0.750	27
Mutual Funds - Custodial	1	61,817.12	61,817.12	0.00	0.480	1
MM Funds	1	16,355,306.36	16,355,306.36	0.47	0.400	1
Subtotal	9	72,417,123.48	72,393,486.18	2.07	0.511	32
Fund: 90% RAIL RESERVE WEST						
Federal Agency Disc. -Amortizing	4	19,000,000.00	18,982,657.30	0.54	0.452	62
Mutual Funds - Custodial	1	16,513.87	16,513.87	0.00	0.480	1
MM Funds	1	492,543.11	492,543.11	0.01	0.400	1
Subtotal	6	19,509,056.98	19,491,714.28	0.55	0.451	61
Fund: MTC FEEDER BUS						
MM Funds	1	168,744.00	168,744.00	0.00	0.400	1
Subtotal	1	168,744.00	168,744.00	0.00	0.400	1
Fund: MTC EXCHANGE FUND						
MM Funds	1	28,543,168.60	28,543,168.60	0.82	0.400	1
Subtotal	1	28,543,168.60	28,543,168.60	0.82	0.400	1
Fund: BART CAR EXCHANGE PROGRAM						
Federal Agency Disc. -Amortizing	16	263,650,000.00	263,221,424.65	7.53	0.537	102
Federal Agency Coupon Securities	4	60,200,000.00	60,069,075.15	1.72	0.987	523
Mutual Funds - Custodial	1	100,120.31	100,120.31	0.00	0.480	1
Negotiable CDs	1	10,100,000.00	10,101,919.00	0.29	0.994	20
Subtotal	22	334,050,120.31	333,492,539.11	9.54	0.632	175
Fund: MTC DISCRETIONARY						
MM Funds	1	24,511.67	24,511.67	0.00	0.400	1

MTC
Summary by Type
January 31, 2017
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	1	24,511.67	24,511.67	0.00	0.400	1
Fund: CLIPPER CAPITAL (MTC)						
MM Funds	1	6,968,265.19	6,968,265.19	0.20	0.400	1
Subtotal	1	6,968,265.19	6,968,265.19	0.20	0.400	1
Fund: CLIPPER 2.0 (MTC)						
MM Funds	1	-936,368.31	-936,368.31 *	-0.03	0.000	1
Subtotal	1	-936,368.31	-936,368.31	-0.03	0.000	1
Fund: CLIPPER OPERATIONS (MTC)						
MM Funds	1	-1,158,693.79	-1,158,693.79 *	-0.03	0.000	1
Subtotal	1	-1,158,693.79	-1,158,693.79	-0.03	0.000	1
Fund: MTC CAPITAL PROJECTS						
MM Funds	1	1,521,168.37	1,521,168.37	0.04	0.400	1
Subtotal	1	1,521,168.37	1,521,168.37	0.04	0.400	1
Fund: SAFE						
Local Agency Investment Funds	1	107,865.76	107,865.76	0.00	0.751	1
MM Funds	1	5,463,746.52	5,463,746.52	0.16	0.400	1
Subtotal	2	5,571,612.28	5,571,612.28	0.16	0.407	1
Fund: SAFE CAPITAL PROJECTS						
MM Funds	1	11,022,456.94	11,022,456.94	0.32	0.400	1
Subtotal	1	11,022,456.94	11,022,456.94	0.32	0.400	1
Fund: RM2 OPERATING						
MM Funds	1	2,124,945.53	2,124,945.53	0.06	0.400	1
Subtotal	1	2,124,945.53	2,124,945.53	0.06	0.400	1
Fund: UB DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	20,750,975.65	20,750,975.65	0.59	0.360	1
Subtotal	1	20,750,975.65	20,750,975.65	0.59	0.360	1
Fund: DEBT SERVICE RESERVE						

* Pending reimbursement from transit operators

MTC
Summary by Type
January 31, 2017
Grouped by Fund

Page 4

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: DEBT SERVICE RESERVE						
Mutual Funds - Trustee	1	9,819,325.54	9,819,325.54	0.28	0.360	1
Municipal Bonds	1	7,000,000.00	7,008,155.19	0.20	0.620	120
Federal Agency Coupon Securities	20	250,200,000.00	249,652,647.00	7.15	0.914	401
Federal Agency Disc. -Amortizing	5	68,100,000.00	68,077,252.60	1.95	0.487	26
Municipal Bonds	5	6,600,000.00	6,601,355.16	0.19	0.203	28
Subtotal	32	341,719,325.54	341,158,735.49	9.77	0.793	302
Fund: BATA 2013 S-4 RESERVE						
Federal Agency Disc. -Amortizing	1	400,000.00	399,911.20	0.01	0.371	20
Federal Agency Coupon Securities	5	46,900,000.00	46,800,915.80	1.34	0.875	360
Mutual Funds - Trustee	1	126,068.12	126,068.12	0.00	0.480	1
Subtotal	7	47,426,068.12	47,326,895.12	1.35	0.870	356
Fund: BATA SUB 2014 S-5 RESERVE						
Federal Agency Coupon Securities	1	1,400,000.00	1,400,011.20	0.04	0.699	198
Mutual Funds - Trustee	1	35,276.07	35,276.07	0.00	0.480	1
Subtotal	2	1,435,276.07	1,435,287.27	0.04	0.694	193
Fund: BATA SUB 2014 S-6 RESERVE						
Federal Agency Coupon Securities	3	13,908,000.00	13,899,001.09	0.40	0.667	230
Mutual Funds - Trustee	1	57,731.41	57,731.41	0.00	0.480	1
Subtotal	4	13,965,731.41	13,956,732.50	0.40	0.666	229
Fund: BATA 2010 S-1 RESERVE						
Mutual Funds - Custodial	1	5,256,022.01	5,256,022.01	0.15	0.000	1
Federal Agency Coupon - Actual	1	10,000,000.00	10,018,750.00	0.29	0.775	285
Federal Agency Disc. -Amortizing	2	15,100,000.00	15,096,083.50	0.43	0.503	23
Federal Agency Coupon Securities	5	39,450,000.00	39,343,324.85	1.13	0.943	432
Subtotal	9	69,806,022.01	69,714,180.36	2.00	0.753	290
Fund: BONY DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	22,118.86	22,118.86	0.00	0.480	1

MTC
Summary by Type
January 31, 2017
Grouped by Fund

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Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	1	22,118.86	22,118.86	0.00	0.480	1
Fund: BATA 2010 S-2 RESERVE						
Federal Agency Coupon Securities	1	9,600,000.00	9,600,009.60	0.27	0.800	282
Federal Agency Disc. -Amortizing	1	11,400,000.00	11,397,343.80	0.33	0.504	21
Mutual Funds - Trustee	1	77,349.36	77,349.36	0.00	0.480	1
Subtotal	3	21,077,349.36	21,074,702.76	0.60	0.639	140
Fund: BATA 2010 S-3 RESERVE						
Federal Agency Coupon Securities	2	15,300,000.00	15,296,398.20	0.44	0.735	211
Federal Agency Disc. -Amortizing	1	6,600,000.00	6,595,419.60	0.19	0.545	49
Mutual Funds - Trustee	1	132,419.92	132,419.92	0.00	0.480	1
Subtotal	4	22,032,419.92	22,024,237.72	0.63	0.677	161
Fund: RM2 CAPITAL						
Federal Agency Disc. -Amortizing	10	93,900,000.00	93,771,407.60	2.68	0.509	88
MM Funds	1	5,615,400.10	5,615,400.10	0.16	0.400	1
Negotiable CDs	1	10,100,000.00	10,101,686.70	0.29	1.044	15
Mutual Funds - Custodial	3	2,639,753.72	2,639,753.72	0.08	0.468	1
Subtotal	15	112,255,153.82	112,128,248.12	3.21	0.551	75
Fund: BATA REHAB RESERVE						
Federal Agency Coupon Securities	1	13,100,000.00	13,101,663.70	0.38	0.625	84
Federal Agency Disc. -Amortizing	3	30,200,000.00	30,167,438.00	0.86	0.536	73
Mutual Funds - Custodial	1	40,794.30	40,794.30	0.00	0.480	1
MM Funds	1	888,650.14	888,650.14	0.03	0.400	1
Negotiable CDs	1	30,000,000.00	29,995,230.00	0.86	0.689	73
Subtotal	7	74,229,444.44	74,193,776.14	2.13	0.612	74
Fund: BATA REHAB PROJECTS						
Federal Agency Disc. -Amortizing	1	15,000,000.00	14,996,160.00	0.43	0.504	23
Mutual Funds - Custodial	1	246,964.80	246,964.80	0.01	0.480	1
MM Funds	1	5,499,801.80	5,499,801.80	0.16	0.400	1

MTC
Summary by Type
January 31, 2017
Grouped by Fund

Page 6

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	3	20,746,766.60	20,742,926.60	0.60	0.476	17
Fund: BATA - SEISMIC CAPITAL						
Federal Agency Coupon - Actual	1	15,000,000.00	15,025,740.00	0.43	0.653	432
Federal Agency Disc. -Amortizing	17	359,800,000.00	359,554,671.80	10.29	0.464	48
Municipal Bonds	1	4,100,000.00	4,100,772.95	0.12	0.154	28
MM Funds	1	5,639,057.56	5,639,057.56	0.16	0.400	1
Mutual Funds - Custodial	3	5,810,840.55	5,810,840.55	0.17	0.476	1
Subtotal	23	390,349,898.11	390,131,082.86	11.17	0.467	61
Fund: AB 1171 PROJECTS						
Federal Agency Disc. -Amortizing	4	32,900,000.00	32,876,559.60	0.94	0.505	50
Mutual Funds - Custodial	2	96,010.71	96,010.71	0.00	0.527	1
MM Funds	1	8,378,967.62	8,378,967.62	0.24	0.400	1
Subtotal	7	41,374,978.33	41,351,537.93	1.18	0.484	40
Fund: EXPRESS LANES CAPITAL						
Federal Agency Disc. -Amortizing	11	186,100,000.00	185,798,720.40	5.32	0.539	104
MM Funds	1	16,816,738.58	16,816,738.58	0.48	0.400	1
Negotiable CDs	2	20,000,000.00	19,980,720.00	0.57	0.710	112
Mutual Funds - Custodial	3	10,204,318.88	10,204,318.88	0.29	0.461	1
Subtotal	17	233,121,057.46	232,800,497.86	6.66	0.540	93
Fund: RM1 BATA ADMIN - SELF INSURED						
Federal Agency Coupon - Actual	2	28,200,000.00	28,284,471.80	0.81	0.839	561
Federal Agency Disc. -Amortizing	11	236,050,000.00	235,743,254.95	6.75	0.509	83
Federal Agency Coupon Securities	6	44,100,000.00	44,058,817.90	1.26	0.752	221
Mutual Funds - Custodial	2	75,936.60	75,936.60	0.00	0.499	1
MM Funds	1	73,795.88	73,795.88	0.00	0.400	1
Subtotal	22	308,499,732.48	308,236,277.13	8.82	0.574	147
Fund: RM1 BATA ADMIN - O&M RESERVE						
Federal Agency Disc. -Amortizing	6	115,100,000.00	114,938,921.20	3.29	0.544	89

MTC
Summary by Type
January 31, 2017
Grouped by Fund

Page 7

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: RM1 BATA ADMIN - O&M RESERVE						
Federal Agency Coupon Securities	3	30,000,000.00	29,933,900.00	0.86	0.733	280
Municipal Bonds	1	5,930,000.00	5,932,175.95	0.17	0.154	28
MM Funds	1	76,105.23	76,105.23	0.00	0.400	1
Mutual Funds - Custodial	3	2,131,371.98	2,131,371.98	0.06	0.644	1
Subtotal	14	153,237,477.21	153,012,474.36	4.38	0.567	122
Fund: RM1 BATA ADMIN						
Federal Agency Disc. -Amortizing	17	381,500,000.00	380,807,847.00	10.90	0.554	115
Local Agency Investment Funds	1	235.00	235.00	0.00	0.751	1
Municipal Bonds	1	5,900,000.00	5,900,677.05	0.17	0.156	28
MM Funds	1	15,287,526.08	15,287,526.08	0.44	0.400	1
Negotiable CDs	2	33,000,000.00	33,005,856.00	0.94	1.021	17
Mutual Funds - Custodial	3	39,341,550.66	39,341,550.66	1.13	0.475	1
Subtotal	25	475,029,311.74	474,343,691.79	13.58	0.570	94
Fund: RM2 ADMIN RESERVES						
Federal Agency Disc. -Amortizing	10	127,800,000.00	127,665,791.80	3.65	0.504	70
Mutual Funds - Custodial	1	1,501,573.67	1,501,573.67	0.04	0.480	1
MM Funds	1	19,373,783.53	19,373,783.53	0.55	0.400	1
Subtotal	12	148,675,357.20	148,541,149.00	4.24	0.490	61
Fund: UNDISTRIBUTED FUNDS						
MM Funds	1	2,188,373.15	2,188,373.15	0.06	0.000 *	1
Subtotal	1	2,188,373.15	2,188,373.15	0.06	0.000	1
Fund: SEISMIC ADMIN						
Mutual Funds - Custodial	2	657,228.35	657,228.35	0.02	0.514	1
MM Funds	1	1,874,892.73	1,874,892.73	0.05	0.400	1
Subtotal	3	2,532,121.08	2,532,121.08	0.07	0.430	1
Fund: FASTRAK						
MM Funds	5	25,065,495.82	25,065,495.82	0.72	0.000 **	1

* Earnings Credit Rate of 0.01%

** Earnings Allowance Rate of 0.35%

Portfolio MTC
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Report Ver. 7.3.3b

MTC
Summary by Type
January 31, 2017
Grouped by Fund

Page 8

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: FASTRAK						
Mutual Funds - Custodial	1	78,141,097.86	78,141,097.86	2.24	0.079	1
Subtotal	6	103,206,593.68	103,206,593.68	2.96	0.060	1
Fund: CLIPPER						
MM Funds	4	58,300,978.09	58,300,978.09	1.67	0.000 *	1
Subtotal	4	58,300,978.09	58,300,978.09	1.67	0.000	1
Fund: BAHA OPERATING						
MM Funds	2	1,270,567.57	1,270,567.57	0.04	0.062	1
Subtotal	2	1,270,567.57	1,270,567.57	0.04	0.062	1
Fund: BAHA OWNER'S						
MM Funds	1	800,638.11	800,638.11	0.02	0.000 **	1
Subtotal	1	800,638.11	800,638.11	0.02	0.000	1
Fund: BAHA CAPITAL						
Municipal Bonds	1	30,000,000.00	30,000,000.00	0.86	0.569	13,422
Federal Agency Disc. -Amortizing	1	3,100,000.00	3,099,206.40	0.09	0.504	23
Mutual Funds - Custodial	1	73,660.81	73,660.81	0.00	0.480	1
MM Funds	1	12,265,485.72	12,265,485.72	0.35	0.400	1
Subtotal	4	45,439,146.53	45,438,352.93	1.30	0.519	8,864
Fund: 375 BEALE STREET (BAHA)						
MM Funds	1	216,560.17	216,560.17	0.01	0.400	1
Subtotal	1	216,560.17	216,560.17	0.01	0.400	1
Fund: RAFC						
MM Funds	1	1,889,567.65	1,889,567.65	0.05	0.010	1
Subtotal	1	1,889,567.65	1,889,567.65	0.05	0.010	1
Total and Average	313	3,497,478,806.33	3,493,694,012.82	100.00	0.551	234

* Earnings Credit Rate of 0.04%

** Earnings Credit Rate of 0.01%



MTC
Summary by Issuer
January 31, 2017

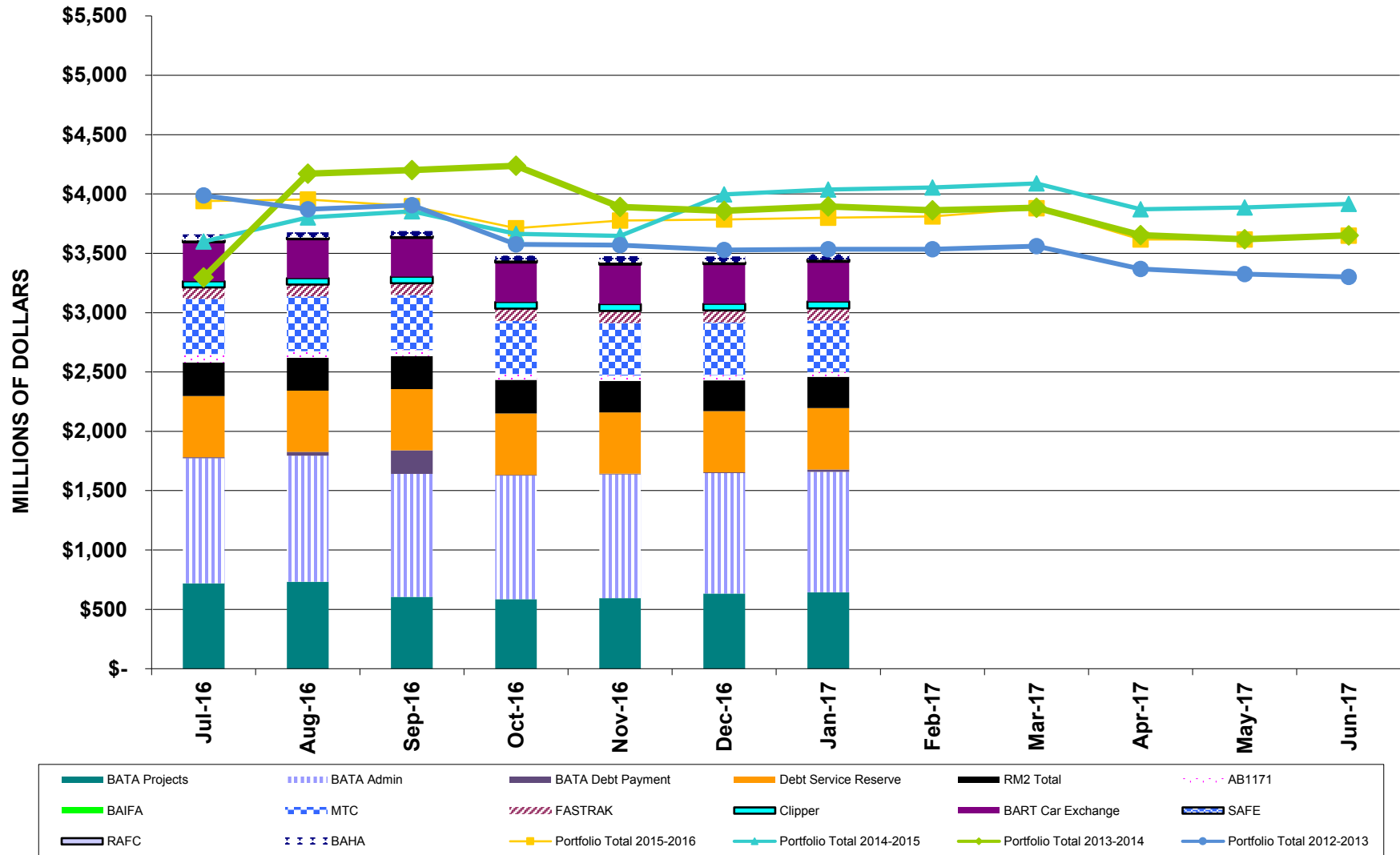
Issuer	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
FASTRAK - PREPAID	1	20,120,352.60	20,120,352.60	0.58	0.000	1
BAY AREA AIR QUALITY MGMT DIST	1	30,000,000.00	30,000,000.00	0.86	0.569	13,422
BLK ROCK T-FUND TRUSTEE	2	30,570,301.19	30,570,301.19	0.88	0.360	1
FASTRAK - PARKING FEES	1	101,324.55	101,324.55	0.00	0.000	1
FASTRAK - VIOLATIONS	1	2,376,203.57	2,376,203.57	0.07	0.000	1
FASTRAK - REFUND	1	1,145,019.31	1,145,019.31	0.03	0.000	1
FASTRAK - FEE ACCOUNT	1	1,322,595.79	1,322,595.79	0.04	0.000	1
CALIFORNIA ASSET MANAGEMENT PR	8	1,163,328.28	1,163,328.28	0.03	0.850	1
CASH BALANCE	1	5,256,022.01	5,256,022.01	0.15	0.000	1
EAST BAY MUD	1	7,000,000.00	7,008,155.19	0.20	0.620	120
FED FARM CREDIT BANK	5	58,200,000.00	58,328,701.80	1.67	0.766	446
FED HOME LOAN BANK	103	1,454,200,000.00	1,451,920,681.25	41.56	0.576	122
FED HOME LOAN MTG CORP	79	1,128,208,000.00	1,126,674,667.44	32.25	0.621	175
FED NATIONAL MTG ASSN	18	195,900,000.00	195,800,608.00	5.60	0.455	37
LAIF	3	326,720.87	326,720.87	0.01	0.751	1
LOS ANGELES DEPT WTR & PWR	2	7,400,000.00	7,400,952.46	0.21	0.250	28
MORGAN STANLEY GOVT TRUSTEE	6	450,963.74	450,963.74	0.01	0.480	1
MORGAN STANLEY GOVT CUSTODY	19	37,048,172.13	37,048,172.13	1.06	0.480	1
SAN FRANCISCO CA AIRPORT COMM	6	15,130,000.00	15,134,028.65	0.43	0.129	28
FASTRAK BLK ROCK TREAS TR FUND	1	78,141,097.86	78,141,097.86	2.24	0.079	1
UBOC CHECKING	2	2,188,214.54	2,188,214.54	0.06	0.010	1
UBOC DISTRICT 4 AND CHANGE FUN	1	2,188,373.15	2,188,373.15	0.06	0.000	1
UBOC INTEREST ON CHECKING	32	230,605,232.58	230,605,232.58	6.60	0.404	1

MTC
Summary by Issuer
January 31, 2017

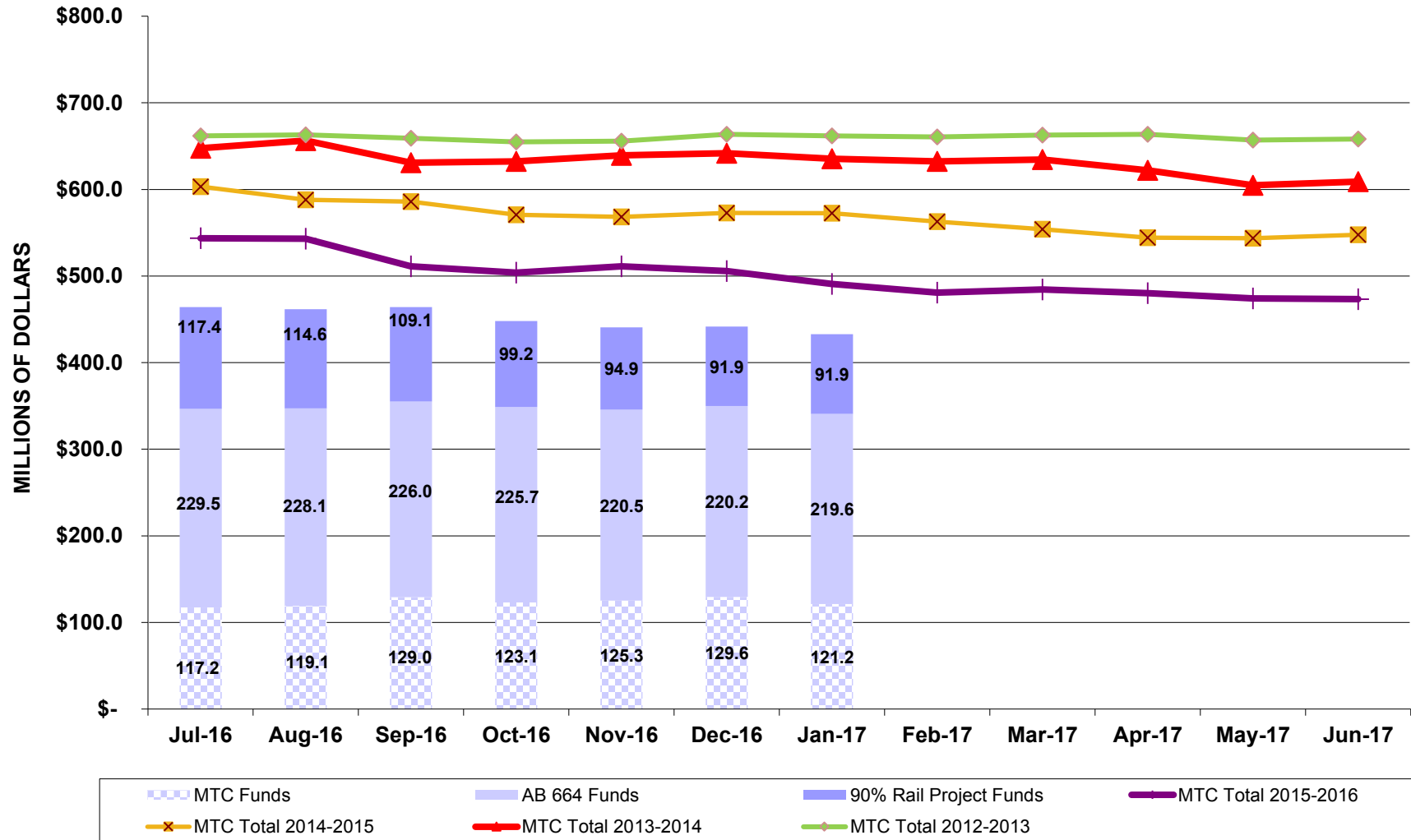
Page 2

Issuer	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
CLIPPER SETTLEMENT ACCOUNT	1	2,781,364.26	2,781,364.26	0.08	0.000	1
CLIPPER FLOAT ACCOUNT	1	54,768,751.10	54,768,751.10	1.57	0.000	1
CLIPPER PARTICIPANT CLAIM FUND	1	441,818.61	441,818.61	0.01	0.000	1
UBOC BAHA CHECKING	2	1,875,761.37	1,875,761.37	0.05	0.000	1
CLIPPER REFUND ACCOUNT	1	309,044.12	309,044.12	0.01	0.000	1
UNION BANK NA	3	50,000,000.00	49,975,950.00	1.43	0.698	88
WELLS FARGO BANK NA	4	53,200,000.00	53,209,461.70	1.52	1.020	17
CALTRUST GOVERNMENT MONEY MKT	5	25,060,144.70	25,060,144.70	0.72	0.460	1
Total and Average	313	3,497,478,806.33	3,493,694,012.82	100.00	0.551	234

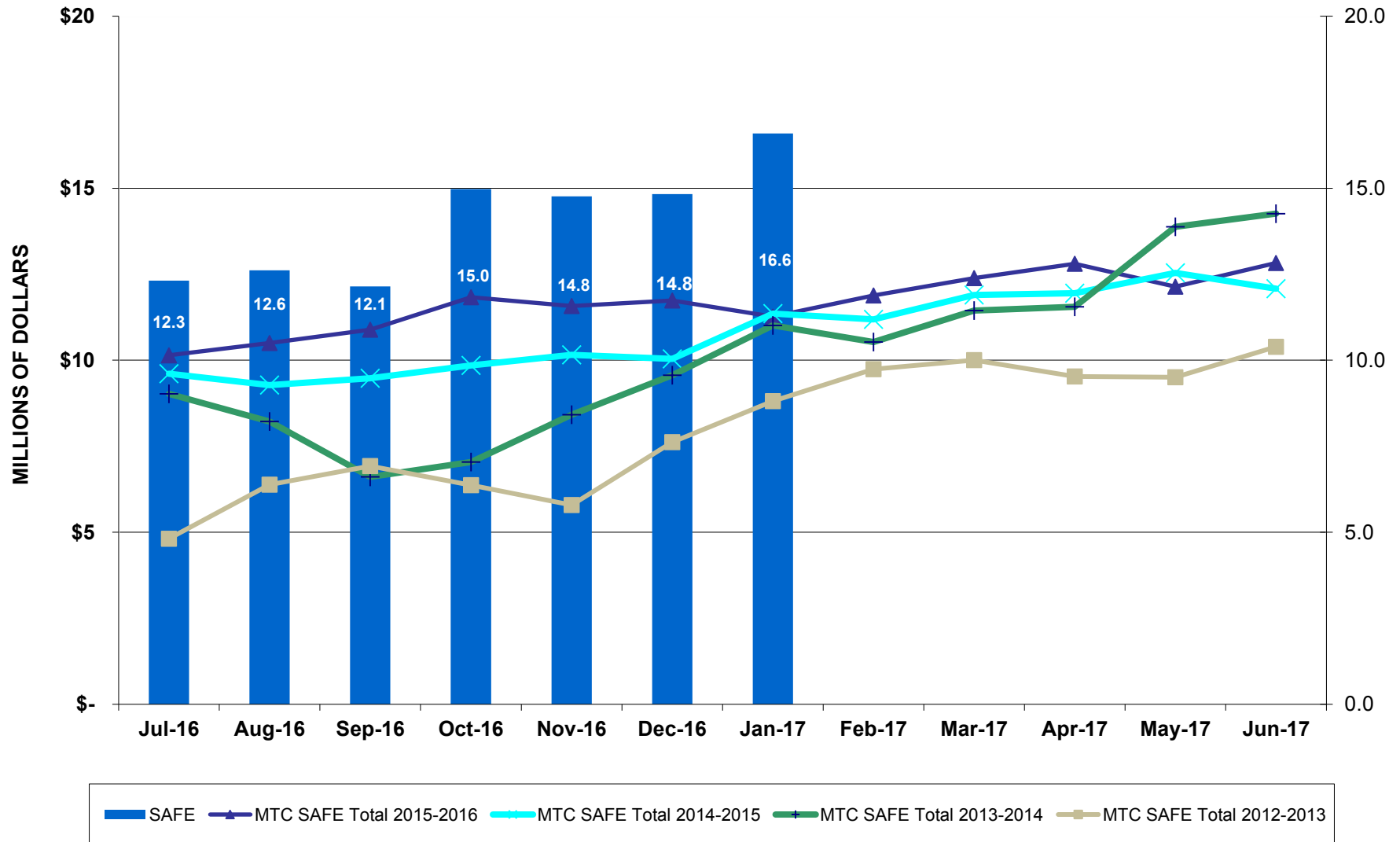
TOTAL PORTFOLIO January 2017



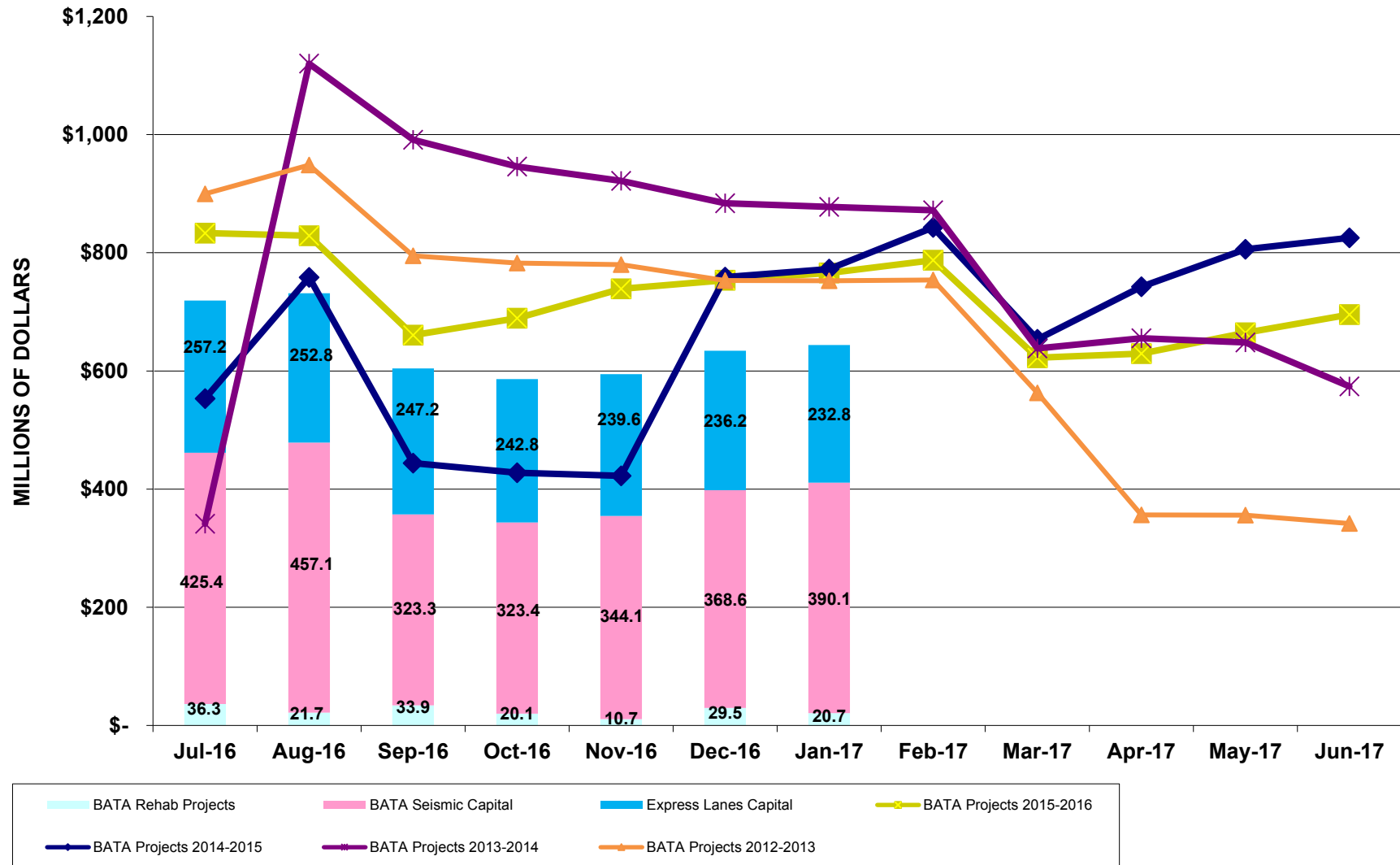
MTC FUNDS January 2017



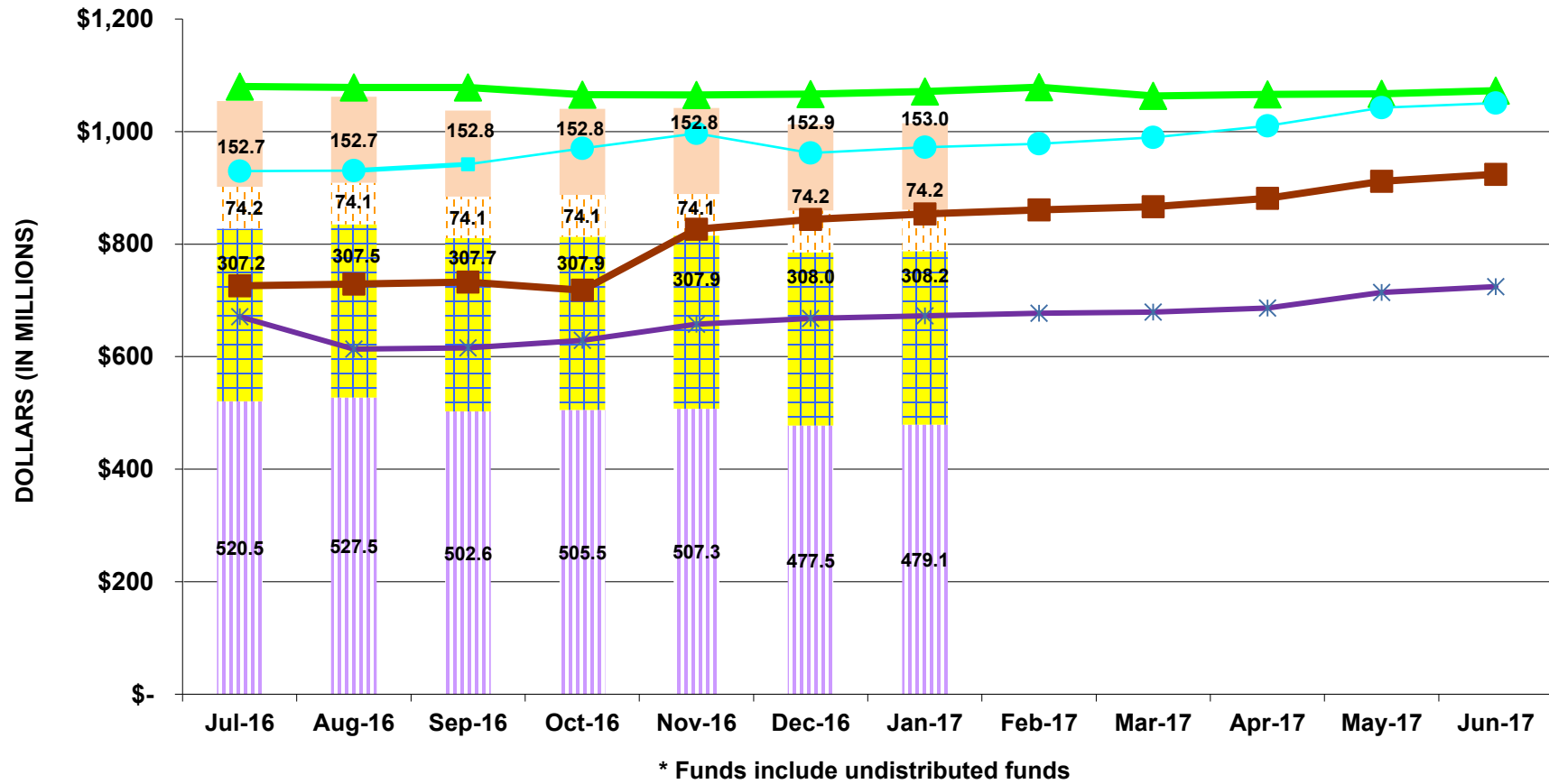
MTC SAFE FUNDS January 2017



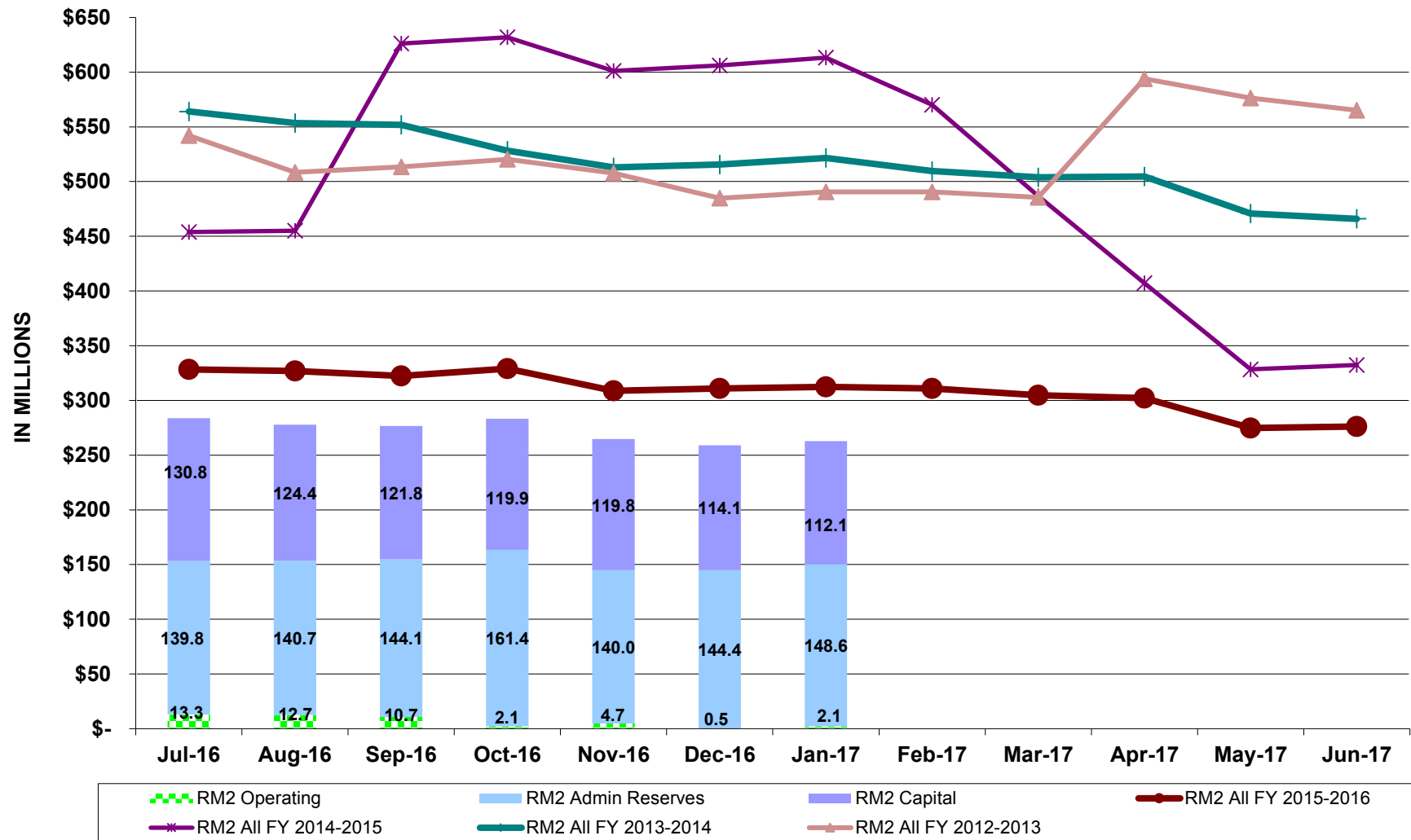
BATA PROJECTS January 2017



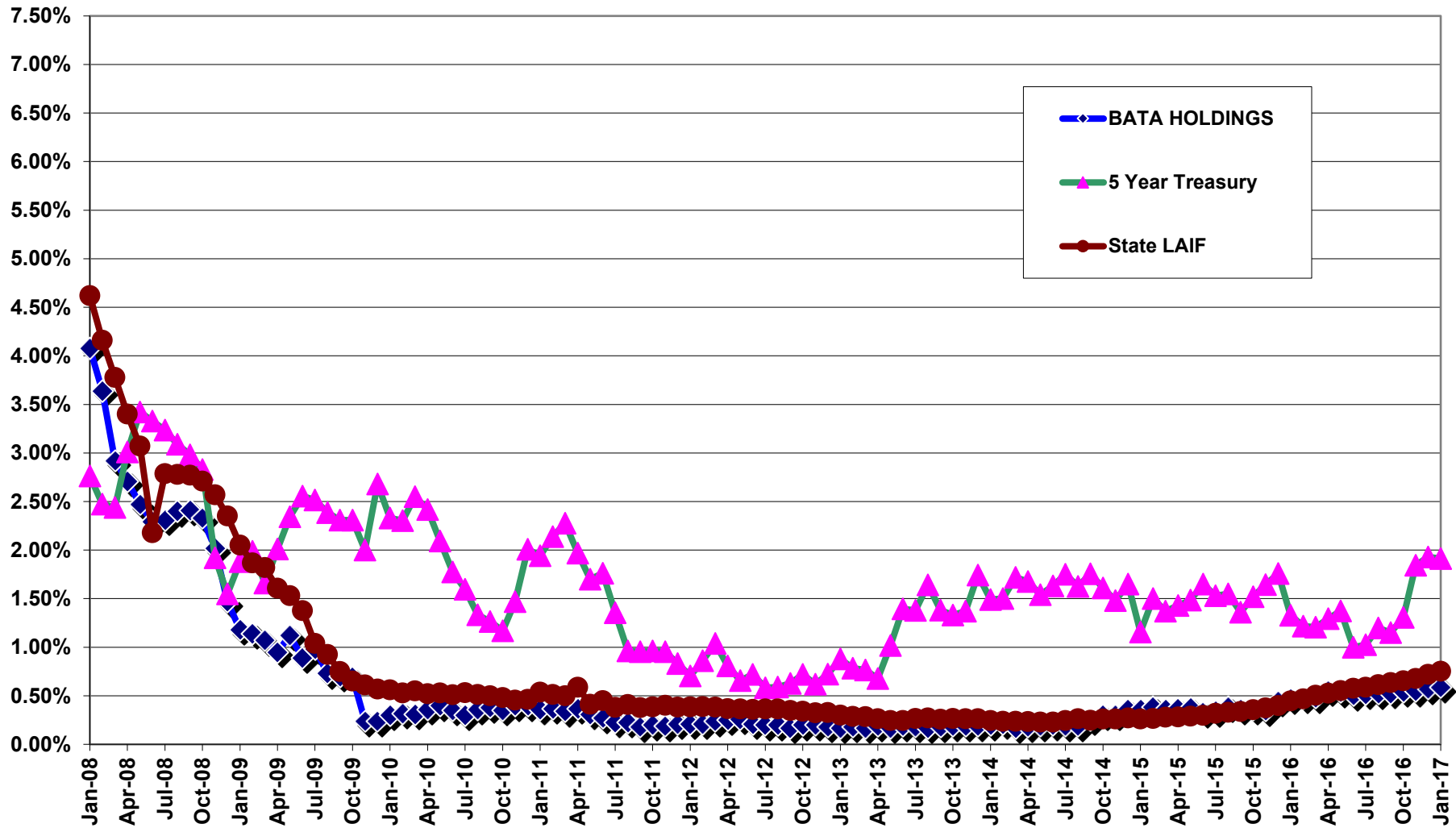
BATA ADMIN January 2017



REGIONAL MEASURE 2 FUNDS January 2017



Investment Rate Benchmarks
January 2017
(BATA)





Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2309 **Version:** 1 **Name:**
Type: Report **Status:** Consent
File created: 2/3/2017 **In control:** Administration Committee
On agenda: 3/8/2017 **Final action:**
Title: MTC Financial Statements for January 2017
Sponsors:
Indexes:
Code sections:
Attachments: [2c_Financial Statement-January'2017.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
MTC Financial Statements for January 2017

Presenter:
Sonia Elsonbaty

Recommended Action:
Information



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105
TEL 415.778.6700
WEB www.mtc.ca.gov

Memorandum

TO: Administration Committee

DATE: March 1, 2017

FR: Executive Director

RE: MTC Financial Statements for January 2017

Attached please find MTC financial statements for the seven month period ending January 31, 2017.

Major highlights of the seven month period include:

- (1) **Operating Income:** Total operating income for the seven months is trending at 48% with 58% of the budget year expired.
- (2) **Transfers:** Transfers include the annual 1% BATA administration fee in the amount of \$7.3 million.
- (3) **Operating Expenditures:** Total operating expenditures, excluding contracts, are at 54% for the seven month period, or 58% of the budget year. Contract services are well below budget at 22% which is typical since most of the contracts span multiple years.

Federal Grants: There are eight new grants in the FY 2016-17 budget and seven have been awarded. MTC will be applying for the remaining new grant for Incident Management this fiscal year. One Priority Development Area Planning Grant has been fully spent and will be closed out in FY 2016-17.

Adopted budget numbers have been adjusted to include contract encumbrances from the prior year.

If there are any questions, please contact Eva Sun at (415) 778-6795.

A blue ink signature of Steve Heminger is written over a horizontal line.

Steve Heminger

OPERATING INCOME
MTC OPERATING BUDGET FOR FY 2016-17
As of January, 2017 (58.3% of year)

	1	3	4	5	6
Operating Revenue	FY 2016-17 Adopted Budget	FY 2016-17 Total Budget	Actual Revenue	Budget Balance Over/(Under)	% of Budget (col 4/3)
General Fund Revenue:					
TDA	12,500,000	12,500,000	7,608,174	(4,891,826)	60.9%
Interest	20,000	20,000	3,612	(16,388)	18.1%
General Fund Total	12,520,000	12,520,000	7,611,786	(4,908,214)	60.8%
Federal Planning Revenue:					
FHWA	8,581,309	8,581,331	5,346,484	(3,234,847)	62.3%
FHWA - SP&R Partnership PL Grant	300,000	300,000	19,227	(280,773)	6.4%
Sustainable Transportation Planning Grant	-	150,000	-	-	0.0%
FTA	5,272,418	6,247,329	2,532,613	(3,714,715)	40.5%
FTA 5304	708,000	708,000	-	(708,000)	0.0%
Federal Planning Revenue Total	14,861,726	15,986,659	7,898,324	(7,938,335)	49.4%
State Funding Revenue:					
STIP	742,776	742,776	258,065	(484,711)	34.7%
State Revenue Total	742,776	742,776	258,065	(484,711)	34.7%
Local Funding Revenue:					
TFCA	1,169,117	1,169,117	16,500	(1,152,617)	1.4%
ABAG	100,178	-	20,480	20,480	0.0%
HOV	500,000	500,000	220,742	(279,258)	0.0%
Pavement Management	965,000	965,000	727,187	(237,813)	75.4%
PTAP Local Match	143,953	143,953	42,166	(101,787)	29.3%
BAAQMD	308,749	308,749	15,475	(293,274)	5.0%
Misc	1,217,533	1,566,006	608,742	(957,265)	38.9%
Local Funding Total	4,404,531	4,652,826	1,651,292	(3,001,534)	35.5%
Transfers:					
BATA Reimbursement	1,906,798	2,260,798	543,820	(1,716,978)	24.1%
RAFC	74,640	74,640	203,089	128,449	272.1%
SAFE	2,329,230	2,329,230	68,461	(2,260,769)	2.9%
BATA 1%	7,297,531	7,297,531	7,297,531	-	100.0%
2% Transit Transfers	452,868	452,868	12,758	(440,110)	2.8%
Transfers in - STA	3,331,274	3,331,274	258,619	(3,072,655)	7.8%
Transfer from or (to) Reserve/Capital	6,593,510	6,683,025	1,041,771	(5,641,254)	15.6%
Transfers Total	21,985,851	22,429,366	9,426,048	(13,003,318)	42.0%
Total Operating Revenue	54,514,885	56,331,627	26,845,515	(29,336,112)	47.7%

OPERATING EXPENDITURES
MTC OPERATING BUDGET FOR FY 2016-17
As of January, 2017 (58.3% of year)

	1	4	5	6	7
	FY 2016-17	Actual	Budget	% of Budget	
Operating Expenditures	Adopted	Expense	Balance	(col 4/3)	Encumbrance
	Budget		Over/(Under)		
Salaries & Benefits	24,010,714	13,136,261	(10,133,659)	56.5%	82,373
Travel & Training	402,000	151,606	(250,394)	37.7%	50,935
Commission Expense					
Commissioner Expense	70,000	49,616	(20,384)	70.9%	-
Advisory Committees	15,000	8,950	(6,050)	59.7%	-
Printing & Graphics	134,100	25,771	(108,329)	19.2%	32,761
Computer Services	1,404,500	1,236,696	(167,804)	88.1%	167,805
General Operations	3,488,624	802,868	(2,685,756)	23.0%	574,919
Total operating	29,524,938	15,411,767	(13,372,377)	53.5%	908,793
Contract Services	24,989,948	6,008,297	(21,539,186)	21.8%	11,077,735
Total Operating Expenditures	54,514,886	21,420,065	(34,911,563)	38.0%	11,986,528

MTC CAPITAL BUDGETS
As of January, 2017 (58.3% of year)

<u>Capital</u>	<u>Total Budget</u>	<u>Actual</u>	<u>Encumbrance</u>	<u>Balance</u>
Transfer from Reserves	\$0	\$0	\$0	\$0
Expense	\$674,032	\$91,755	\$537,357	\$44,921

<u>Hub Signage Program</u>	<u>LTD Total Budget</u>	<u>LTD Actual</u>	<u>Encumbrance</u>	<u>LTD Balance</u>
Prop 1B	9,856,450	9,856,450	-	-
RM2	362,000	158,512	-	203,488
STA	1,333,045	526,809	-	806,236
Real Time Sign - BART	300,000	-	-	300,000
Revenue	\$11,851,495	\$10,541,771	\$0	\$1,309,724
Expense	\$11,851,495	\$9,093,874	\$1,047,260	\$1,710,361

Life to Date Federal Grants Budget

As of January, 2017 (58.3% of year)

Fund Source		Grant LTD Balance	New Grants	Total Grants	Staff Actual	Consultant Actual	Encumbrances	Remaining Balance
STP Grants								
1580	Station Area Planning	\$1,295,898	-	\$1,295,898	-	-	872,392	\$423,505
1801	CMA Planning	4,458,887	9,150,000	13,608,887	100,572	2,756,733	9,577,138	1,174,443
1803	511 Grant	7,407,504	-	7,407,504	6,309	1,015,391	5,202,794	1,183,011
1805	Regional Streets and Roads	232,744	-	232,744	-	162,518	70,226	-
1806	Pavement Management	1,461,030	-	1,461,030	-	325,453	1,030,576	105,000
1811	PDA Planning (ABAG)*	20,073	-	20,073	-	20,073	-	-
1812	Regional PDA Planning	7,058,600	-	7,058,600	-	643,073	5,574,037	841,490
1816	Arterial Operations	2,393,072	-	2,393,072	-	28,954	1,552,894	811,224
1818	Pavement Management	-	1,500,000	1,500,000	-	-	699	1,499,301
1819	511 Traveler Information	-	9,030,000	9,030,000	818,398	-	380,000	7,831,602
1820	Freeway Performance Initiative	-	7,200,000	7,200,000	-	-	91,461	7,108,539
1821	Arterial Operations	-	500,000	500,000	-	-	-	500,000
1822	Regional Streets and Roads	-	347,000	347,000	-	-	-	347,000
1823	Incident Management	-	1,400,000	1,400,000	-	-	-	1,400,000
Total STP Grants		\$24,327,808	\$29,127,000	\$53,454,808	\$925,279	\$4,952,196	\$24,352,216	\$23,225,116
CMAQ Grants								
1589	Arterial Operations (PASS Program)	\$2,224,676	-	\$2,224,676	228,522	188,375	901,271	\$906,508
1591	Climate Initiatives Program Public Outreach	617,293	-	617,293	-	98,151	519,142	-
1592	Climate Initiatives Evaluation	675,067	-	675,067	-	112,797	104,618	457,652
1596	Freeway Performance Initiative	3,838,056	-	3,838,056	1,027,829	150,708	1,675,440	984,079
1800	Incident Management	4,696,797	-	4,696,797	93,548	-	401,161	4,202,088
1804	511 Grant	3,117,361	-	3,117,361	399,304	1,417,034	980,971	320,052
1809	FPI Corridor Studies	2,454,318	-	2,454,318	150,237	43,351	515,170	1,745,559
New	Incident Management	-	10,840,000	10,840,000	-	-	-	10,840,000
1814	Regional Bicycle Sharing Program	1,490,142	-	1,490,142	-	4,083	191,737	1,294,322
1824	Climate Initiatives Program Public Education	-	1,388,000	1,388,000	-	-	-	1,388,000
Total CMAQ Grants		\$19,113,710	\$12,228,000	\$31,341,710	\$1,899,440	\$2,014,500	\$5,289,510	\$22,138,260
FTA GRANTS								
1614	JARC	\$347,421	-	\$347,421	-	-	-	\$347,421
1623	New Freedom	133,687	-	133,687	-	-	27,910	105,777
1625	JARC	304,533	-	304,533	-	-	-	304,533
1626	New Freedom	47,417	-	47,417	-	-	-	47,417
1627	JARC	171,914	-	171,914	-	41,721	41,461	88,732
1628	New Freedom	181,723	-	181,723	-	-	175,046	6,677
1629	JARC	479,106	-	479,106	-	119,684	359,422	-
1630	JARC	1,667,079	-	1,699,819	-	204,659	1,139,560	355,600
1631	FTA 5339	9,665,839	-	9,665,839	-	-	-	9,665,839
1632	New Freedom	763,840	-	699,100	-	206,922	392,011	100,166
1633	FTA 5339	11,807,629	-	11,807,629	-	-	-	11,807,629
1634	FTA 5339	9,590,718	-	9,393,017	-	-	-	9,393,017
1635	FTA 55310	460,429	-	460,429	313,169	-	-	147,260
1668	TIGER (FTA)	460,808	-	460,808	-	170,675	290,134	-
Total FTA Grants		\$36,082,143	-	\$35,852,442	313,169	743,661	\$2,425,544	\$32,370,067
HPP/VPP GRANTS								
Other Grants								
1110	HEPP Travel Model	\$81,843	-	\$81,843	-	-	81,843	-
1112	SHRP2L Travel Analysis	\$522,496	-	\$522,496	-	24,168	434,650	63,678
Total Other Grants		\$604,339	\$0	\$604,339	\$0	\$24,168	\$516,494	\$63,678
Total Federal Grants Budget		\$80,128,000	\$41,355,000	\$121,253,299	\$3,137,888	\$7,734,525	\$32,583,765	\$77,797,120

1811 PDA Planning (ABAG)*

This grant is fully spent. Will be closed out in FY16/17

CLIPPER OPERATING BUDGET
As of January, 2017 (58.3% of year)

Clipper Operating	Total FY 2016-17 Budget	Actual	Encumbrance	Balance
RM2	2,950,000	1,072,893	-	1,877,107
STP	180,000	-	-	180,000
STA	11,736,461	4,947,785	-	6,788,676
Transit Operators	16,352,529	7,642,694	-	8,709,834
Revenue	\$31,218,989	\$13,663,373	-	\$17,555,616
Expense	\$31,218,989	\$13,575,174	\$19,650,259	(\$0)

CLIPPER I - CAPITAL BUDGET (Life to Date)
As of January, 2017 (58.3% of year)

Clipper I - Capital	LTD Budget Thru FY 2016-17	Actual	Encumbrance	Project Balance L-T-D
CMAQ	71,495,201	64,764,064	-	6,731,137
Card Sales	6,851,267	6,017,564	-	833,703
Cap and Trade	3,500,000	3,559,290	-	(59,290)
ARRA	11,167,891	11,167,891	-	-
FTA	25,009,181	21,748,655	-	3,260,526
STP	39,035,448	27,101,403	-	11,934,045
STA	22,159,756	19,665,459	-	2,494,297
Prop 1B	1,000,000	988,137	-	11,863
SFMTA	8,005,421	3,175,743	-	4,829,678
GGBHTD	2,975,000	2,638,123	-	336,877
BART	725,000	412,762	-	312,238
MTC Exchange Fund	8,269,158	7,573,878	-	695,280
BATA	26,864,813	23,624,298	-	3,240,515
Transit Operators	13,857,000	657,776	-	13,199,224
WETA	603,707	603,707	-	-
Sales Tax	99,311	890,216	-	(790,905)
Revenue	\$241,618,154	\$194,588,966	-	\$47,029,188
Expense	\$241,618,154	\$186,672,589	\$22,506,723	\$32,438,842

CLIPPER II - CAPITAL BUDGET (Life to Date)
As of January, 2017 (58.3% of year)

Clipper II - Capital	LTD Budget Thru FY 2016-17	Actual	Encumbrance	Project Balance L-T-D
STP	4,569,554	3,441,401	-	1,128,153
TCP CMAQ Funds	2,684,772	-	-	-
Low Carbon Transit Operations (LCTOP)	3,559,290	-	-	-
BATA	260,000	259,802	-	198
STA	1,047,841	897,502	-	150,339
Revenue	\$12,121,457	\$4,598,705	-	\$1,278,690
Expense	\$12,121,457	\$4,598,705	\$2,635,679	\$4,887,073

DISBURSEMENT REPORT (Non- Federal Funded)
As of January, 2017 (58.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Support to the Commission	70,000			
1051111 - Subtotal	70,000	-	-	70,000
Implement Public Information Program	460,000			
Consultants		114,430	55,418	
1051112 - Subtotal	460,000	114,430	55,418	290,152
Regional Transportation Plan	1,608,047			
Ascent Environmental, Inc.		92,591	457,170	
Consultants		178,684	546,819	
Tschudin Consulting Group		28,165	120,343	
1051121 - Subtotal	1,608,047	299,440	1,124,332	184,275
Analyze Regional Data using GIS & Travel Models	4,770,684			
Consultants		93,539	153,737	
Corey, Canapary & Galanis		58,520	126,130	
ETC Institute		969,756	1,804,198	
Parsons Brinckerhoff, Inc.		-	140,974	
Redhill Group, Inc.		-	573	
RSG Inc.		14,850	190,150	
1051122 - Subtotal	4,770,684	1,136,665	2,415,762	1,218,256
Resilience (Sea Level Rise/Adaptation) Planning	991,834			
1051126 - Subtotal	991,834	-	-	991,834
Airport/Seaport/Freight Planning	520,000			
Cambridget Systematics		55,000	15,000	
The Tioga Group, Inc.		28,840	421,160	
1051124 - Subtotal	520,000	83,840	436,160	-
Non-Motorized Transportation Activities	284,000			
Consultants		137,970		
1051125 - Subtotal	284,000	137,970	-	146,030

DISBURSEMENT REPORT (Non- Federal Funded)
As of January, 2017 (58.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Advocate Legislative Programs	578,100			
Carter, Wetch & Associates		42,501	27,600	
Government Relations		109,625	153,475	
1051132 - Subtotal	578,100	152,126	181,075	244,899
Agency Financial Management	674,244			
Public Financial Managment		238,176	11,824	
Sungard Public Sector		5,895	8,225	
Milliman		568		
PWC		249,244		
1011152 - Subtotal	674,244	493,883	20,049	160,312
Administrative Services	390,623			
Pathways for High School		93,915		
PRN Ergonomics		48,300		
CSI Compliance			17,920	
Koff & Associates		30,270	32,053	
1011153 - Subtotal	390,623	172,485	49,973	168,165
Information Technology Services	497,000			
Visual Strategies		57,500	20,650	
Informatix, Inc.		63,676	193,290	
Nexlevel IT Inc.		1,320	11,468	
1011161 - Subtotal	497,000	122,496	225,407	149,097
Performance Measurement and Monitoring	250,852			
CH2M Hill		-	24,165	
Consultants		32,899	168,788	
1051212 - Subtotal	250,852	32,899	192,953	25,000
Regional Rideshare Program	1,469,117			
Parsons Brinkerhoff		16,500	1,144,229	
1051222 - Subtotal	1,469,117	16,500	1,144,229	308,388

DISBURSEMENT REPORT (Non- Federal Funded)
As of January, 2017 (58.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Operational Support for Regional Programs	348,630			
Consultants		38,500	83,763	
Iteris Inc.		2,624	63,184	
Kimley-Horn			10,559	
1051223 - Subtotal	348,630	41,124	157,506	150,000
Regional Traveler Information	2,281,083			
Civic Resource Group		5,020	296,799	
Consultants		4,720		
Software License Renewal		7,310		
Faneuil Inc.		-	96,012	
Iteris Inc.		390,624	520,623	
Kimley-Horn & Associates		2,978	40,238	
SAIC		3,097	-	
1051224 - Subtotal	2,281,083	413,749	953,672	913,663
Emergency Response Operations	100,000			
Software License Renewals		18,300		
1051228 - Subtotal	100,000	18,300	-	81,700
Emergency Response Planning	1,266,881			
URS Corporation		79,105	180,777	
1051229 - Subtotal	1,266,881	79,105	180,777	1,006,999
Pavement Management Program (PMP)	1,679,707			
Adhara Systems, Inc.		10,057	21,755	
AMS Consulting LLC		3,052	26,330	
CA State University, Chico			50,000	
Bellecci & Associates		-	9,204	
Capitol Asset & Pavement Services		8,558	24,094	
CH2M Hill		4,989	-	
Consultants		21,056	9,189	
DevMecca, LLC		605,900	219,120	
Harris & Associates		13,222	16,527	
JG3 Consulting LLC		2,237	2,581	
Nicholas Consulting Engineers		2,997	29,505	
Quality Engineering Solutions		2,044	3,527	
1051233 - Subtotal	1,679,707	674,112	411,832	593,763

DISBURSEMENT REPORT (Non- Federal Funded)
As of January, 2017 (58.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Arterial Operations	154,488			
DKS Associates				
DKS Associates		6,408	27,224	
Iteris Inc.		2,844	26,586	
Kimley-Horn And Associates		5,888	41,648	
TJKM Transportation		14,104	20,485	
1051234 - Subtotal	154,488	29,244	115,943	9,301
Incident Management	206,600			
Iteris Inc.		4,600		
Kimley-Horn & Associates			2,000	
1051235 - Subtotal	206,600	4,600	2,000	200,000
Freeway Performance Initiative	1,069,746			
Audio Visual Innovations Inc.			143,980	
Cambridge Systematics			55,829	
Consultants			488,461	
FEHR & PEERS Associates			219,830	
Kettelson & Associates			1,346	
URS Corporation			88,854	
1051237 - Subtotal	1,069,746	-	998,300	71,446
Implement Lifeline Transportation Programs	1,270,231			
Consultants		81,775	15,975	
Nelson/Nygard		26,858	67,975	
1051311 - Subtotal	1,270,231	108,633	83,950	1,077,648
Climate Assessment Initiative	35,000			
Bike Share Staffing - City of Berkely		5,871	89,129	
1051413 - Subtotal	35,000	5,871	89,129	(60,000)

DISBURSEMENT REPORT (Non- Federal Funded)
As of January, 2017 (58.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Regional Assistance Program	276,734			
Pieriott & Associates, LLC		10,000	48,734	
1051514 - Subtotal	276,734	10,000	48,734	218,000
State Programing, Monitoring and TIP Development	314,933			
Consultants		75,296	124,704	
1051515 - Subtotal	314,933	75,296	124,704	114,933
Transit Sustainability Project	1,528,481			
City of Union City			30,000	
Consultants		6,006	105,171	
ECCTA			30,000	
LAVTA			9,703	
Napa Valley Transportation Authority		19,919	10,081	
Nelson Nygaard			6,840	
Solano Transportation Authority			120,000	
Sonoma County Transit			30,000	
Sonoma County Transportation			5,000	
City of Vacaville			10,000	
Westcat			30,000	
1051517 - Subtotal	1,528,481	25,925	386,795	1,115,761
New Freedom	5,000			
Nelson/Nygard		5,000		
1051518 - Subtotal	5,000	5,000	-	-
Transit Core Capacity Study	459,388			
Arup North America Ltd.		170,675	288,713	
1051519 - Subtotal	459,388	170,675	288,713	-
Transportation for Livable Communities Program	2,411,804			
Arup North America, LTD.			27,500	
Association of Bay Area Government		1,279,033	725,504	
Consultants		10,000	111,447	
Placeworks		3,179	56,097	
Toole Design Group		-	52,991	
1051611 - Subtotal	2,411,804	1,292,212	973,539	146,053

DISBURSEMENT REPORT (Non- Federal Funded)
As of January, 2017 (58.3% of year)

Work Element/Consultant		Budgeted	Expended	Encumbered	Balance
Climate Adaptation Consulting (BARC)		154,813			
	Consultants		50,175	14,696	
1051612- Subtotal		154,813	50,175	14,696	89,942
Legal		1,169,927			
	Hanson and Bridgett		17,356	66,445	
	Orrick Herrington		108,745	141,255	
	Glynn and Finley		16,928	108,297	
	Meyers Nave		4,059	258	
	Schiff Hardin LLP		-	16,386	
	Renne Sloan Holtzman Sakalili			69,446	
1060000 - Subtotal		1,169,927	147,086	402,088	620,752
		249,780			
	Ceridian		5,669		
	Dell Marketing		83,573		
	Gov Delivery Inc.		5,214		
1011998/1999 - Subtotal		249,780	94,456	-	155,324
Total Operating Contract Services		27,547,483	6,008,297	11,077,735	10,461,693

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of January, 2017 (58.3% of year)

Work Element/Consultant	Expended	Encumbered
Regional Transportation Plan		
Consultants	24,168	323,884
San Francisco Transportation Authority		192,610
1051122 - Subtotal	24,168	516,494
Parsons Brinkerhoff	589,952	1,818,205
Alameda County Transportation authority		70,000
Consultants		70,000
Solano Transportation Authority		240,000
1051222 - Subtotal	589,952	2,198,205
Support Regional Traveler Information Services		
Kimley-Horn and Associates	-	125,684
1051223 - Subtotal	-	125,684
Regional Traffic Information Services		
Civic Resource Group	913,458	1,133,527
Consultants	36,430	
Faneuil, Inc.		741,060
Iteris, Inc.	895,036	2,173,397
Kimley-Horn & Associates	22,987	269,172
SAIC	23,901	
1051224 - Subtotal	1,891,812	4,317,156
Pavement Management Program (PMP)		
Adhara Syssems, Inc.	77,628	167,911
AMS Consulting LLC	23,555	203,225
Bellecci & Assocaites		71,036
Capitol Asset & Pavement Services	66,051	185,965
Consultants	162,518	70,925
Harris & Associates	102,050	127,563
JG3 Consulting	17,263	19,919
Nichols Consulting Engieners	23,133	227,731
Quality Engineering Solutions	15,773	27,226
1051233 - Subtotal	487,971	1,101,501

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of January, 2017 (58.3% of year)

Work Element/Consultant	Expended	Encumbered
Arterial Operations		
Consultants		140,000
County of Santa Clara		567,000
DKS Associates	38,807	255,009
DKS Associates	13,470	83,440
City of Fremont	15,484	562,454
Iteris Inc.	50,336	355,856
Kimly-Horn and Associates		1,050,000
Kimly-Horn and Associates	28,604	246,815
LAVTA		200,000
TJKM Transportation	98,626	173,185
TJKM Transportation		100,000
Valley Transportation Authority		156,697
1051234 - Subtotal	245,327	3,890,456
Implement Incident Management Program		
URS Corporation		401,161
1051235 - Subtotal	-	401,161
Freeway Performance Initiative		
Audio Visual Innovations Inc.		5,280
Cambridge Systematics	15,353	38,981
Consultants		50,000
Fehr & Peers Associates		50,584
Kimly Horn Associates	150,708	289,525
Kittelson & Associates		149,949
		91,461
Transportation Mobility Solutions		170,000
1051237 - Subtotal	166,061	845,780
Lifeline Program		
City of Alameda	24,875	95,878
Central Contra Costa Transit	-6,705	6,705
County of Contra Costa	18,820	209,658
Cycles of Change	30,218	144,354
Outreach	112,616	435,557
City of Richmond		13,889
San Mateo County Human Sevice		56,066
1051310 - Subtotal	179,824	962,107

DISBURSEMENT REPORT - (Funded by Federal Grants)

As of January, 2017 (58.3% of year)

Work Element/Consultant	Expended	Encumbered
Implement Lifeline Transportation Program		
Daly City		41,461
Marin Transit		288,435
Outreach	119,684	70,987
Peninsula Family Services	24,836	177,453
Peninsula Family Services	41,721	
1051311 - Subtotal	186,241	578,336
Lifeline Planning		
Alta Planning and Design	95,382	355,397
Civic Resource Group		653
ICF Consulting	66,226	190,430
Toole Design Group	4,083	191,737
1051413 - Subtotal	165,691	738,217
Federal Programming, Monitoring and TIP Development		
County Connection		27,910
1051512 - Subtotal	-	27,910
New Freedom - Non - Planning Funds		
Alameda County CMA		26,774
Center for Independent Living	2,351	109,327
City of Alameda		148,272
Consultants		90
Outreach & Escort Inc.	200,475	246,256
Sonoma County Human Services Department	4,096	36,338
1051518 - Subtotal	206,922	567,057
Transit Core Capacity Study		
Arup North America Ltd.	170,675	290,134
1051519 - Subtotal	170,675	290,134

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of January, 2017 (58.3% of year)

Work Element/Consultant	Expended	Encumbered
Transportation for Livable Communities		
City of Alameda	220,000	30,000
Association of Bay Area Government	538,567	306,896
Bay Conservation & Development Community		404,834
City of Berkely		571,103
City of Sunnyvale		265,702
Community Design and Architecture	78,226	115,288
Consultants (PO)	6,700	58,400
Dyett & Bhatia	6,420	9,630
Fehr & Peers Associates	41,915	121,125
Nelson Nygaard	104,813	336,809
City of Oakland	172,500	459,800
City of Richmond		222,080
San Francisco Transportation Authority		196,000
City and County of San Francisco		736,000
City of San Jose		1,363,782
City of San Leandro		440,000
Santa Clara VTA		140,385
City of Santa Clara, Caltrain		850,000
City of Sunnyvale	12,500	518,100
City of Walnut Creek		12,225
1051611 - Subtotal	1,181,641	7,158,159
Fund 190 CMA PLANNING	2,238,240	8,865,407
Total Federal Grant Funded	7,734,525	32,583,765

CAPITAL PROJECTS DISBURSEMENT REPORT
As of January, 2017 (58.3% of year)

Work Element/Consultant		Budgeted	Expended	Encumbered	Balance
Capital Expenditures		674,032	91,755	537,357	
	Subtotal	\$674,032	\$91,755	\$537,357	\$44,921
Hub Signage Program		11,851,495			
	Staff Costs		1,342,169		
	Consultants		969,990	11,736	
	Kimly-Horn and Associates		621,388	861	
	BART		4,178,379	1,034,311	
	Wilbur Smith Associates		100,850		
	City of Santa Rosa		89,424		
	Jacobs Carter Burgess		481,201		
	Fluoresco Lighting		448,201		
	Solari Corporation		188,388		
	Nematode Holdings, LLC		223,996		
	NCPTA		133,860		
	Ghirardelli Association		316,028	352	
	3322650,2651,2652,2654 & 2655 Subtotal	\$11,851,495	\$9,093,874	\$1,047,260	\$1,710,361
	Capital Projects Total	\$12,525,527	\$9,185,628	\$1,584,617	\$1,755,282

CLIPPER PROJECTS DISBURSEMENT REPORT
As of January, 2017 (58.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Clipper Operating	31,218,989			
Staff Costs		1,015,057		
AC Transit		102,000	147,800	
AT&T			330,078	
Caribou Public Relations		33,939	166,061	
Consultants		462,429	903,671	
Cubic Transportation systems		11,403,169	17,402,493	
Moore, Iacofano, Goltsman		185,854	364,146	
Nematode Holdings LLC		159,065	120,831	
Resource Development Association		94,983	85,018	
Synapse Strategies		118,678	130,162	
320122116 Clipper Operating Expenses	\$31,218,989	\$13,575,174	\$19,650,259	(\$0)
Clipper I - Capital	241,618,154			
Staff costs		10,803,361		
A T & T		77,112		
AC TRANSIT		397,683		
Acumen Building Enterprise		302,151		
AT&T		13,445		
Auriga Corporation		373,734		
BART		2,574,547		
BART		1,130,185		
Booz Allen Hamilton		8,082,237	1,100,610	
Booz Allen Hamilton		13,057,514		
Caporicci & Larson		11,530		
Consultants		1,634,919	447,683	
CH2M Hill Inc.				
Cornerstone Transp. Consulting		110,119		
Cubic Transportation Systems		78,591,618	16,335,766	
D-S-P		10,000		
Elmwood Consulting		11,603		
Fleishman-Hillard Inc.		175,760		
Glynn & Finley, LLP		199,990		
Golden Gate BHTD		46,347		
Golden Gate BHTD		38,790		
Golden Gate Transit District		25,270		
Hanson Bridgett Marcus Vlahos		5,000		
Hothouse Interactive		13,104		
Intl. Programming & Systems		29,491		
Invoke Technologies		156,962		
Karen Antion Consulting		290,397		
Kennison Metal Fabrication		225,361		
Kimley-Horn and Associates		667,251		
Kimley-Horn and Associates		337,390		
KPMG consulting		1,127,033		
Local Government Services		915,517		
Macias, Gini and Company		47,190		
Moore, Iacofano, Goltsman		128,627	121,373	

CLIPPER PROJECTS DISBURSEMENT REPORT
As of January, 2017 (58.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
MOTOROLA (PHASE I)		2,166,458		
MOTOROLA (PHASE II)		37,511,848		
PB CONSULT		193,500		
Peninsula Corr. Joint Powers		2,079,685		
Pricewaterhouse Coopers		40,000		
Samtrans		149,013		
San Francisco Muni		579,882		
Santa Clara VTA		1,636,101		
SBC/MCI		1,128		
SF Muni		431,580		
Shiralian Management Group		83,160		
Synapse Strategies		437,245		
Solano County Transit		165,480		
Solutions for Transit		192,013	7,988	
Thompson Coburn LLP		19,459		
Valley Transportation Authority		2,235,535	60,000	
VenTek Transit, Inc.		411,586	1,005,739	
Water Emergency Transportation Authority		127,867		
RM2 Capital construction		16,599,811	3,427,564	
310 Clipper Capital I - Total Expenses	\$241,618,154	\$186,672,589	\$22,506,723	\$32,438,842
 Clipper II- Capital	 12,121,457			
Staff Costs		2,049,844		
IBI Group		1,886,275	1,713,724	
Thompson Coburn LLP				
Consultants		151,005	388,762	
CH2M Hill Clipper Consultants		461,903	533,193	
Invoke Technologies		49,678		
312 Clipper II - Total Expenses	\$12,121,457	\$4,598,705	\$2,635,679	\$4,887,073

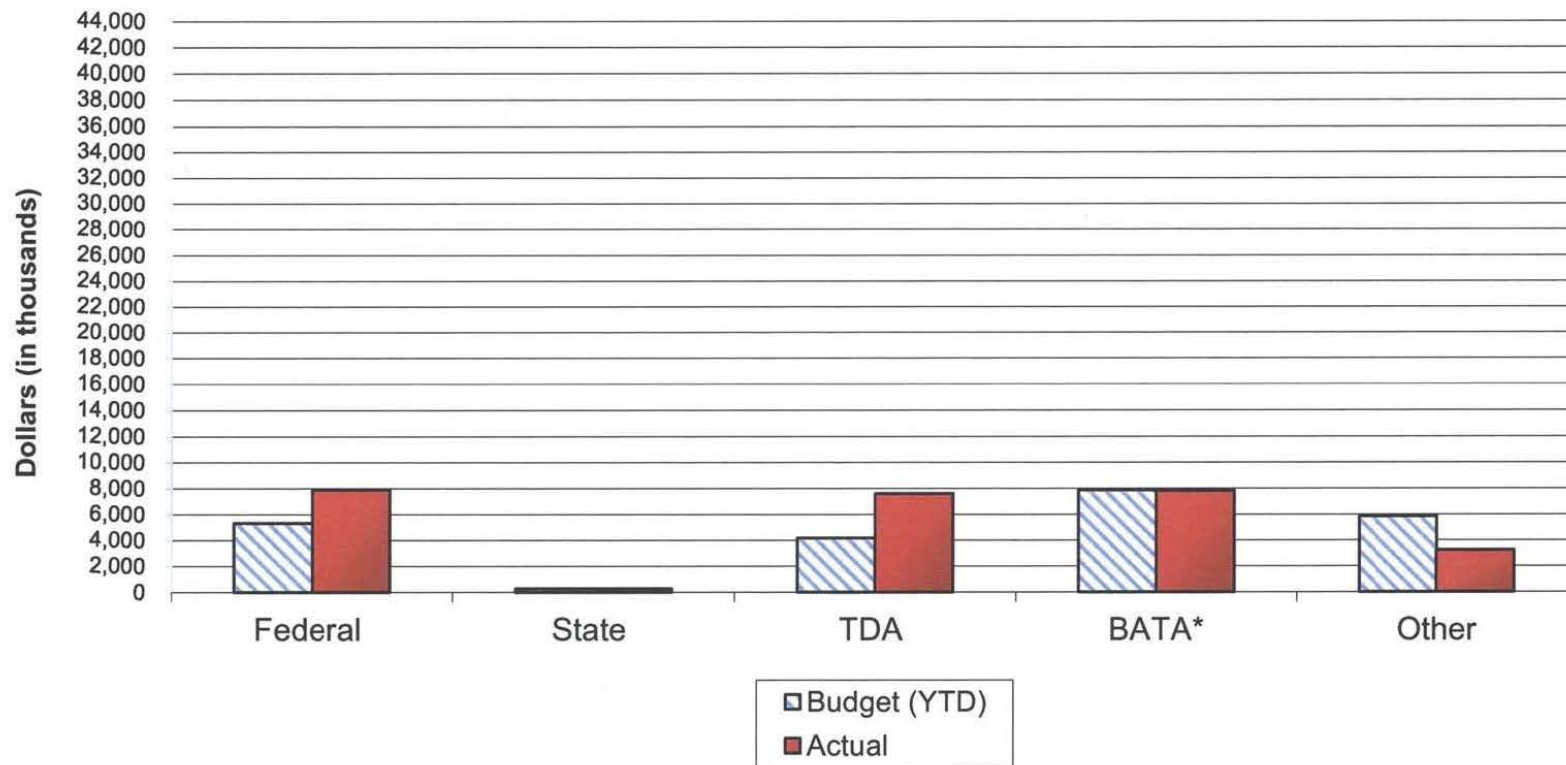
PURCHASE ORDERS EXECUTED BY EXECUTIVE DIRECTOR
\$2,500-\$200,000

		As of January, 2017
CDW Government Inc.		\$3,735
	<i>Computer Hardware</i>	
Everbridge Inc.		\$10,392
	<i>Mass Notification System</i>	
Hogue and Associates		\$9,034
	<i>Labor to Hang Art Rails</i>	
Global Learning Systems		\$4,626
	<i>Software License Renewal</i>	
Carahsoft Technology		\$38,792
	<i>Cloud Enterprise - Hosted Services</i>	
CDW Government Inc.		\$39,632
	<i>Computer Hardware</i>	
Linda Roth Associate		\$8,100
	<i>California Transportation Congressional Reception on Capital Hill</i>	
CDW Government Inc.		\$5,862
	<i>Computer Hardware</i>	
CSI Compliance		\$15,000
	<i>Software License Renewal</i>	

CONTRACTS EXECUTED BY EXECUTIVE DIRECTOR
\$2,500-200,000

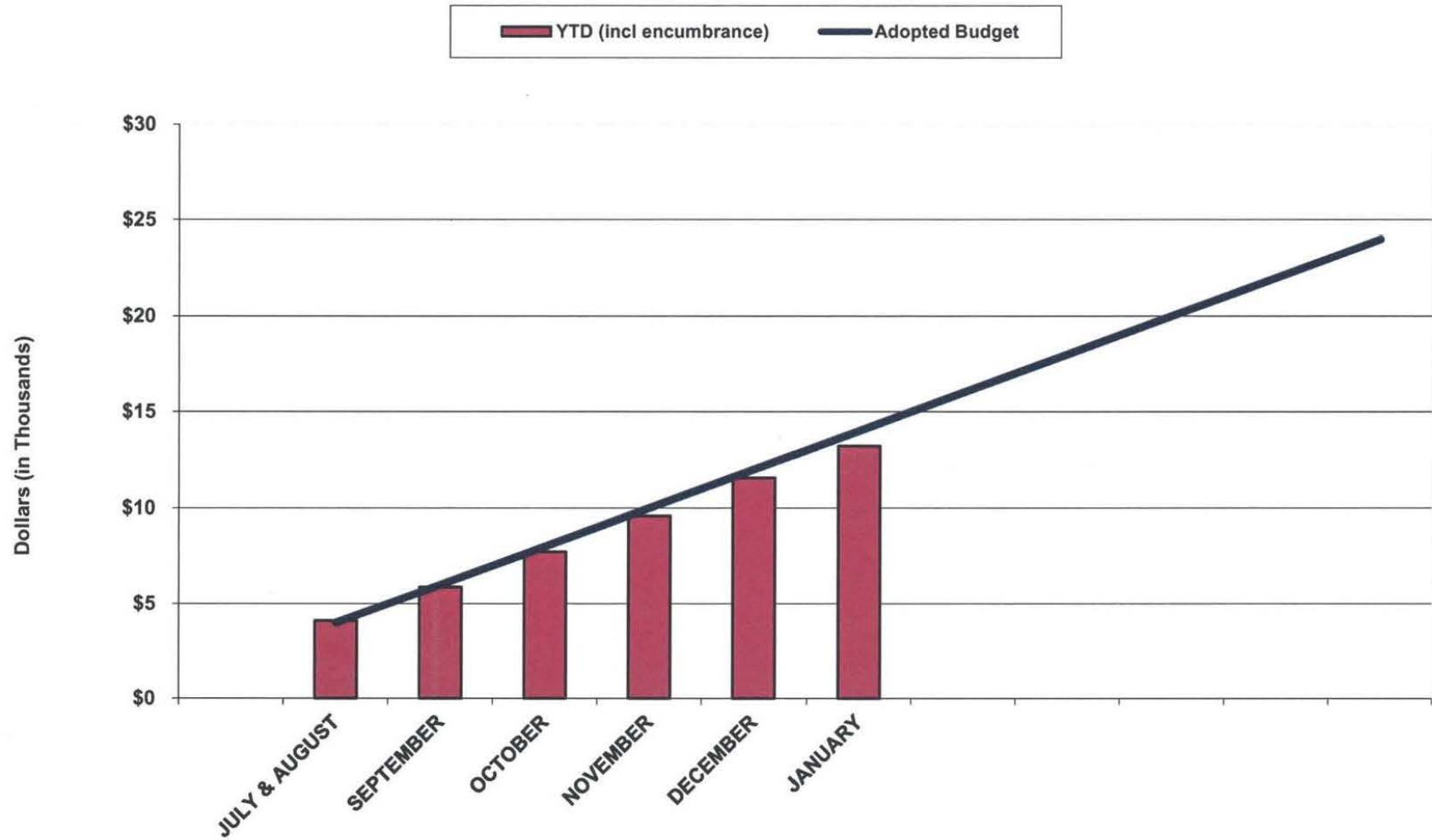
Consultant	Purpose	As of January, 2017
None for This Month		

**Chart 1: Revenue Comparison between Budget and Actual
January 2017**

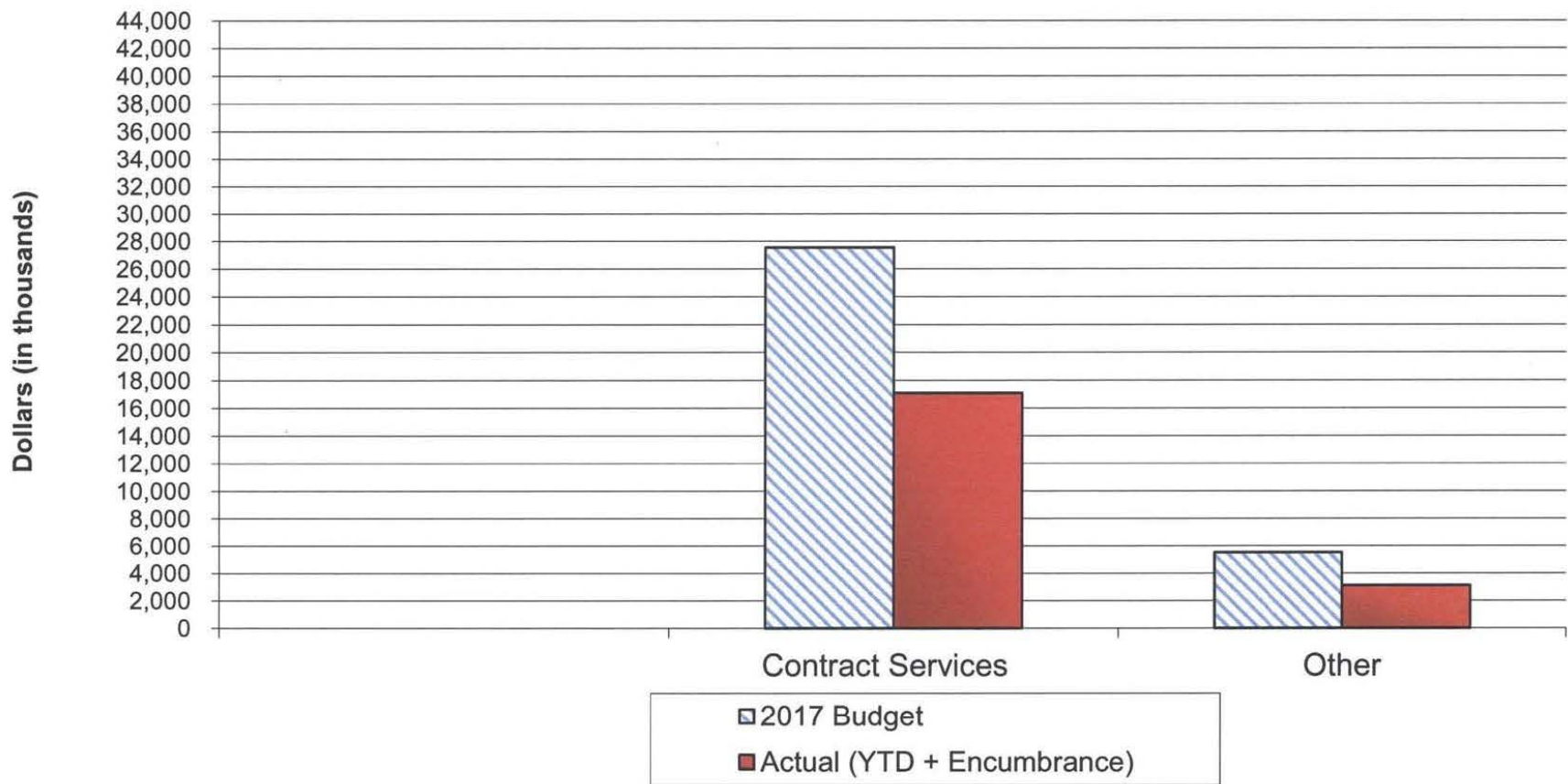


* Annual

Budget vs Actual Plus Encumbrance Salaries & Benefits



**Chart 2: Expenditure Comparison between Budget to Actual and Encumbrances
January 2017**





Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2310 **Version:** 1 **Name:**
Type: Report **Status:** Consent
File created: 2/3/2017 **In control:** Administration Committee
On agenda: 3/8/2017 **Final action:**
Title: Monthly Travel Report
Sponsors:
Indexes:
Code sections:
Attachments: [2d_Travel_Report_January'2017.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Monthly Travel Report

Presenter:
Sonia Elsonbaty

Recommended Action:
Information



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Bay Area Metro Center
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San Francisco, CA 94105
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Memorandum

TO: Administration Committee

DATE: March 1, 2017

FR: Executive Director

RE: Monthly Travel Report

Pursuant to MTC Resolution No. 1058, Revised, this constitutes the monthly travel report to the Administration Committee. As a reminder, the Commission revised the policies governing Commissioner and staff travel to require that three items be approved by, or reported to, this Committee:

1. International travel (outside the United States and Canada) must be approved in advance by this Committee at a regular public meeting.
2. All Commissioner travel must be disclosed in regular monthly reports to this committee.
3. On a quarterly basis, actual vs. budgeted travel expenditures must be reported to this Committee.

International Travel Requests


None this month.

Commissioner Travel

None this month.

Budget Report

As outlined in Attachment 1, actual travel expenses for all combined MTC travel funds are below budget at 34% as of January 2017 with 58% of the budget year elapsed.



Steve Heminger

SH:bm
Attachment

Travel Report
As of January, 2017 (58.3% of year)

FUND	Budget	YTD Actual	% of Budget
MTC	194,400	66,243	34%
BATA	179,200	77,346	43%
SAFE	17,000	3,796	22%
Clipper	53,000	5,354	10%
Total	443,600	152,739	34%



Metropolitan Transportation Commission

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Legislation Details (With Text)

File #: 17-2312 **Version:** 1 **Name:**

Type: Contract **Status:** Consent

File created: 2/3/2017 **In control:** Administration Committee

On agenda: 3/8/2017 **Final action:**

Title: Purchase Order - Microsoft Enterprise Volume Licensing Agreement: Software ONE, Inc. (\$555,000)

Sponsors:

Indexes:

Code sections:

Attachments: [2e_PurchaseOrder_SoftwareONE.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Purchase Order - Microsoft Enterprise Volume Licensing Agreement: Software ONE, Inc. (\$555,000)

Presenter:

Nick Roethel

Recommended Action:

Committee Approval



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Memorandum

TO: Administration Committee

DATE: March 1, 2017

FR: Executive Director

RE: Purchase Order – Microsoft Enterprise Volume Licensing Agreement: SoftwareONE, Inc. (\$555,000)

This memorandum requests approval for a purchase order in an amount not to exceed \$555,000 with SoftwareONE, Inc., (formerly CompuCom Software Management), for a three-year Microsoft Enterprise Software License and Hosting Agreement, which would include an amount of \$185,000 for each year, with the option to renew for one additional three-year agreement.

Background

MTC has standardized by installing Microsoft's operating system (Microsoft Windows) and desktop productivity software (Microsoft Office) on desktop personal computers since the early 1990's. Since 2006, MTC has had an enterprise-wide volume licensing and support agreement with Microsoft to lower costs and increase flexibility in changing quantities or adjusting the product mix. MTC also utilizes Microsoft's Cloud-based subscription service for several key technology functions including email, calendaring and document management. A volume licensing agreement substantially lowers the costs for other Microsoft software that is used by a smaller number of staff, such as Project (for project planning and management) and Visio (for technical diagrams), as well as any server operating system software. Volume licensing also includes higher levels of technical support and on-line software training opportunities.

The proposed agreement with SoftwareONE, Inc. piggybacks on a competitive procurement performed by Riverside County, which was recently renewed in November 2016. This agreement is used by over 600 agencies state-wide, including many in the Bay Area, as well as by the State of California's Department of General Services for its own statewide licensing procurement. This cooperative purchase arrangement is compliant with EDMM 352 (Third-party Contracting Services Policies and Procedures), and achieves significantly lower unit costs than could be obtained if MTC had conducted its own competitive procurement.

Since 2006, this Committee has authorized the Executive Director to enter into similar three-year licensing agreements with the opportunity to extend for three additional years.

Scope of Work

The enterprise volume license will cover standard desktop software (such as Windows and Microsoft Office), specialized software (such as Project and Visio), server-based software (such

as Windows Server and SQLServer database) and Cloud-based services (such as Office 365, SharePoint Online, and Exchange Online).

Recommendation

Staff recommends that the Committee authorize the Executive Director or his designee to issue a purchase order to SoftwareONE, Inc. in an amount not to exceed \$555,000 over three years, with the ability to extend for three additional years, subject to subsequent annual operating budget approvals.



Steve Heminger

Attachments

SH:nr

J:\COMMITTEE\Administration\2017 by Month\03 Mar'2017_Administration Committee\2e_PurchaseOrder_SoftwareONE.docx

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Purchase Order

Work Item No.:	1161
Consultants:	SoftwareONE, Inc. Waukesha, WI
Project Title:	Microsoft Enterprise Volume Licensing Agreement
Purpose of Project:	Enterprise software licenses, April 2017 – April 2020
Brief Scope of Work:	Vendor will provide Microsoft Enterprise Licensing for all Microsoft desktop and server software as well as Microsoft Cloud-based subscriptions used within MTC, including version upgrades and technical support.
Project Cost Not to Exceed:	\$555,000
Funding Source:	Agency General Operations budget (TDA)
Fiscal Impact:	\$185,000 is available in MTC's budget for FY 2016-17. Future years are subject to approval of the FY 2017-18 (\$185,000) and FY 2018-19 (\$185,000) budgets.
Motion by Committee:	That the Executive Director or his designee is authorized to issue a purchase order to SoftwareOne, Inc., for the acquisition of enterprise software licenses through a Microsoft Enterprise Agreement from April 2017 through April 2020, as described above and in the Executive Director's memorandum dated March 1, 2017, and the Chief Financial Officer is authorized to set aside funds in the amount of \$185,000 for the purchase order in FY 2016-17, and \$185,000 in FY 2017-18 and \$185,000 in FY 2018-19, subject to future agency annual budget approvals.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	Date: March 8, 2017



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2335 **Version:** 1 **Name:**
Type: Contract **Status:** Consent
File created: 2/10/2017 **In control:** Administration Committee
On agenda: 3/8/2017 **Final action:**
Title: Contract Amendment - StreetSaver® Software Development, Maintenance & Support:
DevMecca.com, LLC (\$500,000)

Sponsors:

Indexes:

Code sections:

Attachments: [2f_ContractAmend_DevMecca.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Contract Amendment - StreetSaver® Software Development, Maintenance & Support:
DevMecca.com, LLC (\$500,000)

Presenter:

Sui Tan

Recommended Action:

Committee Approval



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San Francisco, CA 94105
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Memorandum

TO: Administration Committee

DATE: March 1, 2017

FR: Executive Director

WI: 1233

RE: Contract Amendment – StreetSaver® Software Development, Maintenance & Support:
DevMecca.com, LLC (\$500,000)

This memorandum requests the Committee's approval to enter into a contract amendment on a sole source basis in an amount not to exceed \$500,000 with DevMecca.com, LLC (DevMecca) to continue to develop and improve MTC's StreetSaver® and StreetSaver® Plus asset management software.

Background

MTC's roadway asset management program, StreetSaver®, is designed to provide local jurisdictions with a set of recommendations, or "best practices", for roadway infrastructure system preservation in order to help them use their limited local street and road funding in the most cost-effective manner. Currently, all 109 Bay Area jurisdictions use StreetSaver®, in addition to over 300 users nationwide. MTC uses StreetSaver® to report the pavement conditions for local streets and roads annually in Vital Signs – MTC's regional performance trends and tracking website – and to project the region's pavement needs for our regional transportation plan.

Since MTC retained DevMecca through a competitive bid in 2009, DevMecca has become an integral part of the MTC StreetSaver development team, has developed a strong relationship with academia in the transportation asset management field, and it has been able to provide software development services for MTC at a significant cost savings. Based on compelling business reasons, MTC entered into a sole source contract with DevMecca from FY 2015-17 which has totaled \$1,625,000. This amendment will add \$500,000 to the contract through October 31, 2017 to provide ongoing software maintenance and support, software updates and enhancements including non-pavement asset management and multiple performance curves, and hosting of the StreetSaver® application online. Prior to the close of the existing contract, staff will examine options for conducting a competitive procurement for software development and support services, or pursuing a sole source justification to re-contract with DevMecca. Funding for this amendment is included in the FY 2016-17 agency budget. DevMecca's and its subcontractors' small business and disadvantaged enterprise status are shown in Attachment A.

Recommendation

Staff recommends this Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment in an amount not to exceed \$500,000 with DevMecca to provide StreetSaver® software development services as described herein.



Steve Heminger

SH:st

Attachment

J:\COMMITTEE\

Administration\2017 by Month\03 Mar'2017_Administration Committee\2f_ContractAmend_DevMecca.docx

Attachment A

	Firm Name	Role on Project	DBE* Firm			SBE** Firm		
			Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	DevMecca.com, LLC	Software development, maintenance and support			X			X
Subcontractor	Roger E. Smith	Training and Technical support			X			X
Subcontractor	Royal Palm Solutions	Training and technical support	X	42821				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

Work Item No.:	1233
Consultant:	DevMecca.com, LLC Salem, OR
Work Project Title:	StreetSaver® Software Development, Maintenance & Support Services
Purpose of Project:	To provide software development, maintenance, application hosting, and support for the MTC StreetSaver® and StreetSaver® Plus asset management software.
Brief Scope of Work:	Provide software development, maintenance, application hosting, and support including database migration and conversion from previous versions and other pavement management software.
Project Cost Not to Exceed:	\$500,000 this amendment Previously approved agreement = \$1,625,000 Total approved contract amount based on this action = \$2,125,000
Funding Source:	General Fund
Fiscal Impact:	Funds are available in the FY 2016-17 agency budget
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with DevMecca.com, LLC for StreetSaver® software development, maintenance and support services described above and in the Executive Director's memorandum dated March 1, 2017 and the Chief Financial Officer is authorized to set aside \$500,000 for such amendment.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	March 8, 2017



Metropolitan Transportation Commission

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Legislation Details (With Text)

File #:	17-2235	Version:	1	Name:	
Type:	Contract	Status:		Consent	
File created:	1/9/2017	In control:		Administration Committee	
On agenda:	3/8/2017	Final action:			
Title:	Memorandum of Understanding - Comprehensive Federal and State Transportation Planning and Programming: Caltrans				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	2g MPO MOU w-Caltrans.pdf				

Date	Ver.	Action By	Action	Result
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Subject:

Memorandum of Understanding - Comprehensive Federal and State Transportation Planning and Programming: Caltrans

Presenter:

Alix Bockelman

Recommended Action:

Committee Approval



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Memorandum

TO: Administration Committee

DATE: March 1, 2017

FR: Executive Director

RE: Memorandum of Understanding – Comprehensive Federal and State Transportation Planning and Programming: Caltrans

Staff requests the Committee approval of a Memorandum of Understanding (MOU) for Comprehensive Federal and State Transportation Planning and Programming between MTC and Caltrans.

Background

As the federally designated Metropolitan Planning Organization (MPO) and state designated Regional Transportation Planning Agency (RTPA) for the nine counties of the Bay Area, MTC has several planning, programming and coordination responsibilities.

Caltrans has requested MTC to enter into an MOU, which will serve as the principal document governing the relationship between MTC and the State of California for state and federal planning and programming responsibilities. As the regional transportation planning, funding and coordination agency for the San Francisco Bay Area, MTC has several responsibilities in consulting and coordinating with partner agencies, transit operators, congestion management agencies, tribal governments, interested stakeholders and the public. MTC must also follow prescribed planning and programming processes and develop required state and federal documents. This MOU is an update of the existing MOU dated June 22, 2005 between MTC and Caltrans outlining the expectations for MTC in meeting state and federal transportation planning and programming requirements.

The proposed MOU replaces the existing MOU between MTC and Caltrans and outlines the responsibilities MTC will perform including the following, in addition to other activities:

- Preparation and adoption of a Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS);
- Preparation and adoption of a Long Range Transportation Plan, fulfilling the requirements of FHWA and FTA planning regulations;
- Development of the annual Overall Work Program (OWP), documenting metropolitan planning activities;

- Development of the Federal Transportation Improvement Program (FSTIP);
- Development and update of a Public Participation Plan; and
- Development of the annual listing of obligated projects.

Recommendation

Staff recommends the Committee authorize the Executive Director or designee to negotiate and enter into the MOU for Comprehensive Federal and State Transportation Planning and Programming with the State of California.



Steve Heminger

REQUEST FOR COMMITTEE APPROVAL
Summary of Proposed Memorandum of Understanding

Work Item No.:	1512
Parties:	State of California acting through its Department of Transportation (Caltrans) and MTC
Work Project Title:	Comprehensive Federal and State Transportation Planning and Programming
Brief Scope of Work:	Establishes a general transportation planning and programming process codifying the responsibilities of the MTC and Caltrans.
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a memorandum of understanding with Caltrans for comprehensive federal and state transportation planning and programming within the San Francisco Bay as described above and in the Executive Director's memorandum dated March 1, 2017
Administration Committee:	<hr/>
Approved:	Federal D. Glover, Chair
	Date: March 8, 2017



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2364 **Version:** 1 **Name:**
Type: Contract **Status:** Commission Approval
File created: 2/27/2017 **In control:** Administration Committee
On agenda: 3/8/2017 **Final action:**
Title: Amendment #2 to the FY2016-17 Association of Bay Area Governments (ABAG) Funding Agreement to Extend through June 30, 2017 (\$950,000)

A request to extend the current agreement through June 2017 given the timeline for implementing the MTC/ABAG staff consolidation.

Sponsors:

Indexes:

Code sections:

Attachments: [3a ABAG Funding Agreement Extension.pdf](#)

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

Subject:

Amendment #2 to the FY2016-17 Association of Bay Area Governments (ABAG) Funding Agreement to Extend through June 30, 2017 (\$950,000)

A request to extend the current agreement through June 2017 given the timeline for implementing the MTC/ABAG staff consolidation.

Presenter:

Alix Bockelman

Recommended Action:

Commission Approval



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San Francisco, CA 94105
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WEB www.mtc.ca.gov

Memorandum

TO: Administration Committee

DATE: March 1, 2017

FR: Executive Director

RE: Amendment #2 to the FY2016-17 Association of Bay Area Governments (ABAG) Funding Agreement to Extend through June 30, 2017 (\$950,000)

Following the May 2016 action by the Commission and the Association of Bay Area Governments (ABAG) Executive Board to support full functional consolidation of ABAG and MTC staff and the consideration of new governance options, staff began conducting due diligence in accordance with the approved Implementation Action Plan. The due diligence – financial, legal and human resource analyses – will inform the development of the contract for services, which will provide for adequate staffing and support for all of ABAG’s statutory duties and responsibilities as the Bay Area’s Council of Governments. The current schedule calls for consideration of the contract by MTC and the ABAG Executive Board in April 2017 with the staff consolidation to occur by the end of the fiscal year.

Since the current MTC-ABAG funding agreement expires on March 31, 2017, staff is proposing a short-term extension of that agreement through June 30, 2017 so that we have sufficient time to complete the contract for services and transition the ABAG employees to MTC service. The current agreement amount of \$2.8 million and the proposed \$950,000 for the three-month extension is detailed below:

Funding Sources	Current Agreement	Amount of Amendment	Total Agreement Amount
General Fund/TDA Planning	\$975,000	\$325,000	\$1,300,000
FTA 5303 (Toll Credit)	\$192,847	\$64,282	\$257,129
FHWA PL (Toll Credit)	\$836,690	\$278,897	\$1,115,587
STP	\$845,463	\$281,821	\$1,127,284
Total	\$2,850,000	\$950,000	\$3,800,000

Staff is not proposing any revision to the general scope of work for FY 2016-17 as approved in June 2016 and as amended in November 2016 to include a “standstill” provision.

Staff requests that the Administration Committee refer the funding agreement amendment with ABAG to the full Commission as described herein.



Steve Heminger

SH:AB:mb

J:\COMMITTEE\Administration\2017 by Month\03 Mar'2017_Administration
Committee\3a_ABAG_Funding_Agreement_Extension_Memo.docx

REQUEST FOR COMMITTEE APPROVAL
Summary of Proposed Memorandum of Understanding

Work Item No.: 1611

Agency: Association of Bay Area Governments
San Francisco, CA

Work Project Title: FY 2016-17 ABAG/MTC Funding Agreement

Purpose of Project: To provide planning, research and administrative/facility services.

Brief Scope of Work: To coordinate with MTC to conduct certain comprehensive planning and technical activities and products that support the planning functions of both agencies, with special emphasis on the completion of Plan Bay Area 2040 and the implementation of Plan Bay Area, and to prepare and implement an integrated work plan for the agencies' joint research, planning and administrative functions. Standstill language included to assist with completion of due diligence and completion of the contract for services.

Project Cost Not to Exceed: \$3,800,000 (\$2.850 million before this amendment)

Funding Source:

Funding Sources	Current Agreement	Amount of Amendment
General Fund/TDA Planning	\$975,000	\$325,000
FTA 5303 (Toll Credit)	\$192,847	\$64,282
FHWA PL (Toll Credit)	\$836,690	\$278,897
STP	\$845,463	\$281,821
Total	\$2,850,000	\$950,000

Fiscal Impact: Funds are included in the proposed MTC Agency Budget for FY2016-17.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into an amendment to the funding agreement with the Association of Bay Area Governments to perform comprehensive planning, research and administrative / facility services activities in FY 2016-17 from April 1 through June 30, 2017, and the Chief Financial Officer is authorized to set aside funds from the FY 2016-17 Agency Budget for this amendment in the amount of \$950,000 as described above and in the Executive Director's memorandum dated March 1, 2017.

Administration Committee:

Approved:

Federal D. Glover, Chair

Date: March 8, 2017



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2365 **Version:** 1 **Name:**

Type: Resolution **Status:** Commission Approval

File created: 2/27/2017 **In control:** Administration Committee

On agenda: 3/8/2017 **Final action:**

Title: MTC/Association of Bay Area Governments (ABAG) Staff Consolidation and Related MTC Employee MOU Recommended Actions:

1. Approval of Completion Date for MTC Organization Study
2. MTC Resolution Nos. 4153, Revised and 4154, Revised
3. Recommend Evaluation of MTC Associates Against the New Senior VIIIb Classification

Sponsors:

Indexes:

Code sections:

Attachments: [3b Staff Consolidation and MOU Actions X .pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

MTC/Association of Bay Area Governments (ABAG) Staff Consolidation and Related MTC Employee MOU Recommended Actions:

1. Approval of Completion Date for MTC Organization Study
2. MTC Resolution Nos. 4153, Revised and 4154, Revised
3. Recommend Evaluation of MTC Associates Against the New Senior VIIIb Classification

Presenter:

Alix Bockelman

Recommended Action:

Commission Approval



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Memorandum

TO: Administration Committee

DATE: March 1, 2017

FR: Executive Director

RE: MTC/Association of Bay Area Governments (ABAG) Staff Consolidation and Related MTC Employee MOU Recommended Actions:

- 1) Approval of Completion Date for MTC Organization Study
- 2) MTC Resolution Nos. 4153, Revised and 4154, Revised
- 3) Recommend Evaluation of MTC Associates Against the New Senior VIIIb Classification

As MTC completes the final implementation actions for the staff consolidation with ABAG, several actions need to occur related to MTC's 2014 – 2018 Memoranda of Understanding (MOU) with the Committee for Staff Representation (CSR) and management employees, respectively. This memorandum recommends three actions as discussed more fully below.

1. Recommend Completion Date for the Organization Review

The MOUs agreed to initiate and complete a comprehensive review, through use of an outside consultant, of MTC's organization structure, position classification, and performance management and compensation programs with the goal of reforming the structure, classifications, and programs to more accurately reflect organizational position needs and job duties. Further, the MOUs required establishment of milestone deadlines related to the review. Unfortunately, at the time this work should have been initiated in spring of 2016 and since that time, MTC management has focused much of its efforts on the MTC/ABAG staff consolidation and the work was delayed. Given the importance of this work, we recommend that the Commission direct staff to complete this organization review in collaboration with CSR, and Management staff representatives, by November 30, 2017.

2. Add New Classification and Revise Titles (MTC Resolution Nos. 4153, Revised and 4154, Revised)

The classification review work that has been ongoing to consolidate the MTC and ABAG staff has highlighted differences in the organization and classification structures of the two agencies. While not surprising, some of these differences have made it challenging to find a suitable "crosswalk" between the ABAG and MTC classifications without making sweeping changes to the MTC classification structure. Mostly, this issue has arisen related to the positions that have traditionally included supervision responsibilities at MTC, called Senior (Grade IX), and positions at ABAG that are also titled Senior (Grade P4) but that have not entailed supervision of staff, but instead are based on years of experience and technical specialty in a subject area. To address this issue, staff is recommending to add a new classification, Senior (VIIIb), that would be career ladder with the current Assistant (Grade VII) and Associate (Grade VIII) series, and distinguish it from a position expected to supervise other staff, now proposed to be called Principal (Grade IX). The new Senior

VIIIb is not proposed as a required classification to apply for Principal; an Associate and Senior are both eligible to apply for promotional opportunities to a Principal. Further, to address the cascading effect, the current Principal (Grade X) classification at MTC is recommended to be retitled Assistant Director (Grade X), which is addressed in the attached revision to MTC Resolution No. 4154, Revised.

The table below summarizes the current and proposed recommended titles, as well as the salary range for the new Senior VIIIb position. There are no proposed revisions to the salaries for the other positions.

Current Classifications	Salary Range	Proposed Classifications	Salary Range
Assistant (VII)	\$80,396 - \$102,913	Assistant (VII)	\$80,396 - \$102,913
Associate (VIII)	\$92,689 - \$118,650	Associate (VIII)	\$92,689 - \$118,650
N/A		Senior (VIIIb)	\$97,382 - \$124,657
Senior (IX)	\$113,487 - \$145,272	Principal (IX)	\$113,487 - \$145,272
Principal (X)	\$132,198 - \$176,135	Assistant Director (X)	\$132,198 - \$176,135

These changes are proposed through the revisions to MTC Resolution Nos. 4153 and 4154, Revised, as attached hereto.

3. Recommend Evaluation of MTC Associates Against the New Senior VIIIb Classification

Because the MTC Senior (VIIIb) classification is new and meant to recognize technical expertise, lead program responsibility, and tenure, we propose to evaluate all MTC Associate staff (Grade VIII) against criteria that will be established by MTC management in consultation with CSR through a process between now and July 1, 2017. This timing is meant to align with the MTC/ABAG staff consolidation and ensure fairness and equity in the classification structure, as we initiate the larger MOU organization study that will review all staff and classifications for consolidated MTC/ABAG employees as described in item 1 on the prior page.

We have met with CSR and the management employees and they have indicated support for these three recommendations.

Recommendation

Staff recommends that the Committee refer the following actions to the Commission for approval:

1. Direct staff to complete the MTC organization review by November 30, 2017.
2. Approve MTC Resolution Nos. 4153, Revised and 4154, Revised to add the new classifications and revise several classification titles.
3. Direct staff to evaluate current MTC associates for consideration to the new Senior VIIIb position by July 1, 2017, to make any reclassifications concurrent with the MTC/ABAG staff consolidation.



Steve Heminger

SH:AB

Attachments

Date: June 25, 2014
W.I.: 1153
Referred by: Administration
Revised: 12/21/16-C
03/22/17-C

ABSTRACT

Resolution No. 4153, Revised

This resolution sets forth the employment benefits and salary schedule for CSR represented employees and confidential employees from July 1, 2014 through and including June 30, 2018.

This resolution was revised on December 21, 2016 to increase the employee monthly public transit subsidy to up to \$255 per month from the original agreement which provided up to \$214 per month.

This resolution was revised on March 22, 2017 to add a second table after page 14 to show estimated salary ranges effective July 1, 2017 including a new senior VIIIb classification and revisions to several classification titles.

Further discussion is contained in the Executive Director's memoranda dated December 7, 2016 and March 1, 2017.

Date: June 25, 2014
W.I.: 1153
Referred By: Administration

Re: Employment Benefits and Salary Schedule from July 1, 2014 through June 30, 2018 for CSR and Confidential Employees

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4153

WHEREAS, MTC Resolution No. 4023, adopted July 27, 2011 established employment benefits and a salary schedule for non-management staff employees of the Metropolitan Transportation Commission (MTC) for the period beginning August 1, 2011 through June 30, 2014; and

WHEREAS, the Meyers-Milias-Brown Act (Government Code § 3500 et seq.) allows MTC and its employees to agree to self-representation which requires MTC and its employees to then meet and confer before MTC considers a new resolution to establish employment benefits and salary adjustments; and

WHEREAS, representatives of the Committee for Staff Representation (CSR) representing regular staff employees (other than confidential) have met and conferred with the appointed management negotiator; and

WHEREAS, representatives of the Confidential employees have met and conferred with the appointed management negotiator; and

WHEREAS, the Executive Director has presented the results of the meet-and-confer process to the Administration Committee together with his recommendations for employment benefits and salary adjustments for CSR represented employees and Confidential employees; and

WHEREAS, the Administration Committee has reviewed all employment benefits and salary adjustment proposals and has referred them to the Metropolitan Transportation Commission with a recommendation for approval; now, therefore, be it

RESOLVED, that the employment benefits and salary schedule for CSR represented regular staff employees and Confidential employees effective July 1, 2014 through June 30, 2018 shall be as set forth in Attachment A to this resolution, attached hereto and incorporated herein as though set forth at length; and be it further

RESOLVED, that the Executive Director shall approve the applicable salary schedule updates as set forth in Attachment A as necessary to reflect the adjustments authorized therein; and be it further

RESOLVED, that MTC's agency operating budget for FYs 2014-2015, 2015-2016, 2016-2017, and 2017-2018, when adopted, shall include sufficient funds to cover the costs for such employment benefits, salaries, and adjustments.

METROPOLITAN TRANSPORTATION COMMISSION



Amy Rein Worth, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California on June 25, 2014.

Date: June 25, 2014
W.I.: 1153
Referred By: Administration
Revised: 12/21/16-C
03/22/17-C

Attachment A
Resolution No. 4153
Page 1 of 14

METROPOLITAN TRANSPORTATION COMMISSION
Oakland, California

SUMMARY OF BENEFITS FOR INCUMBENTS OF FULL-TIME REGULAR CSR
REPRESENTED AND CONFIDENTIAL EMPLOYEE POSITIONS (EXCEPT AS
OTHERWISE NOTED AND EXCLUDING EXECUTIVE EMPLOYEES)

Fiscal Years 2014-2015, 2015-2016, 2016-2017 and 2017-2018

SALARY TABLES

Salary administration is regulated per compensation policy and the MTC Employee Handbook.

Salary Adjustments

Effective July 1, 2014, salary tables shall be adjusted by 2.6%.

Each following July 1 during this MOU period, salary tables shall be adjusted as follows:

July 1, 2015 – 2.6%

July 1, 2016 – 2.6%

July 1, 2017 – 2.6%

Merit Program

Pay step adjustments within range subject to policy guidelines.

PAID LEAVE BENEFITS

Use of all paid leave benefits is regulated per leave policy and the MTC Employee Handbook.

Holidays

Eleven (11) days per year for full time employees. No minimum service required for eligibility.

Funeral Leave

Up to three 3 days (24 hours), on the basis of need, in the case of the death of a defined family member or member of employee's household. No minimum service required for eligibility. This benefit has no cash value and is not payable upon employment separation.

Personal Leave Days

Up to 3 personal leave days (24 hours) are granted at the beginning of each calendar year. The number of personal leave days granted to new employees is prorated as follows:

January through April – 3 days
May through August – 2 days
September through November – 1 day
December – 0 days

In the event that Personal Leave Days are accrued but unused at the end of a calendar year, the employee will receive an amount to start the new calendar year at a maximum of three days. Personal Leave Days are not payable upon employment separation.

Vacation Leave Benefits

Accrual of Vacation Leave Benefits

- One day (8 hours) per month worked starting with the first day of employment. Prorated for new hires based on first working day of employment within the month.
- Addition of one more day (8 more hours) each additional year worked up to a maximum of 13 additional days (104 hours) for a total annual benefit of 25 days (200 hours) a year is reached.
- Accrued to a cap of 62.5 days (500 hours). Once the cap (500 hours) is reached, all vacation accrual stops until such time that the vacation balance falls below the cap (500 hours). If the vacation accrual is larger than the difference between the vacation balance and the 500 hour cap, individuals will receive only a fraction of their bi-weekly vacation accrual for that pay period bringing their vacation balance to 500 hours.
- Employees working an average of 40 hours over a two-week pay period, but less than 72 hours over a two-week pay period will receive prorated benefits.
- All vacation leave benefits are accrued and available for use with each bi-weekly pay period.

Annual Vacation Cash Out Option

Once a twelve month period, employees may cash-out accrued but unused vacation leave over 320 hours up to cap of 500 hours. Payment will be made at the employee's current hourly rate and is considered taxable earnings. Payment is subject to any and all applicable deductions.

Payment Upon Separation

Accrued but unused vacation time off benefits up to the maximum accrual of 62.50 days or 500 hours are payable upon employment separation at the hourly rate earned by the employee at the time of employment separation. Payment will be in one lump sum and is subject to any and all applicable deductions.

Use of Benefit

Employees may use accrued vacation time off benefits per policy after completion of first six months of employment per leave policy.

Sick Leave Benefits

Accrual of Sick Time Off Benefits

- One day (8 hours) per month worked starting with the first day of employment. Prorated for new hires based on first working day of employment within the month.
- Employees working an average of 40 hours over a two-week pay period, but less than 72 hours over a two-week pay period will receive prorated benefits.
- Sick time off benefit is accrued without a cap.

Payment Upon Separation

Accrued but unused sick time off benefits up to a maximum of 30 days or 240 hours are payable upon employment separation at the hourly rate paid the employee at the time of employment separation. Payment will be in one lump sum and is subject to any and all applicable deductions.

Use of Benefit

Employees may use accrued sick leave benefits per policy as soon as they are earned.

INTRODUCTION PERIOD

The Introduction period is regulated per applicable policy and the MTC Employee Handbook.

The initial six months of employment is considered to be an introduction period during which time a new employee's work and conduct are observed and evaluated, orientation and training provided as necessary, and issues with performance addressed directly and promptly in an effort to ensure the employee's success.

INSURANCE

Scope, limitations, and annual insurance premium costs are set forth in actual insurance company policies and provided each year during open enrollment.

Group Dental Insurance

Agency pays total premium for employee's coverage. The cost to Employees for coverage for one dependent is \$6.30 per month, and \$19.13 per month for two or more dependents. The Agency contributes the remainder of the premium. MTC will deduct employee dependent premium payments from earned wages pre-tax as allowable by law.

Group Dental Insurance
Cash-in-Lieu

Employees have the option of receiving the equivalent dollar amount of the Employee Only premium in cash upon signing a waiver of coverage and providing proof of being covered under a comparable dental plan. The amount is subject to federal and state tax withholding.

Group Medical Insurance

Employees agree to contribute towards medical premiums by paying five percent (5%) of the premium for each coverage line. The employer will cover ninety-five (95%) percent of premium for each coverage line.

Total cost per month to the employee is dependent on the coverage line they select.

Employee contributions will be capped as follows:

\$75.00 for Employee Only
\$125.00 for Employee Plus One
\$175.00 for Employee Plus Family

MTC will deduct employee medical insurance premium payments from earned wages pre-tax as allowable by law.

Group Medical Insurance
Cash-in-Lieu

Employees have the option of receiving cash-in-lieu of enrolling in the health insurance plan upon the signing of a waiver of coverage and providing proof of being covered under a comparable medical plan. The amount of cash-in-lieu will be equal to the second most costly Employee Only premium total minus the Employee contribution amount for that premium. Cash-in-lieu payments are subject to federal and state tax withholding.

Vision Care Insurance	Agency pays total premium for Employee Only coverage. Employees may enroll dependents at their sole cost. MTC will deduct dependent premium payments from earned wages pre-tax as allowable by law.
Domestic Partner Coverage	MTC provides group medical insurance, group dental insurance, and group vision coverage for an eligible domestic partner and dependents subject to CalPERS regulations regarding domestic partner coverage. The maximum amount of the Agency contributions shall be the same as that specified under “Group Dental Insurance” and “Group Medical Insurance” provisions referenced above.
Life and Related Insurance	Agency pays premiums for Employee life insurance policy; life insurance benefit is equal to one times annual salary or a minimum of \$55,000, whichever is greater. Agency pays additional premium for employee for Accidental Death and Dismemberment policy equal to the group term life insurance coverage. Agency pays premium for qualified dependents (as defined in current policy) for \$2,000 life coverage per dependent.
Group Voluntary Life and Related Insurance	In addition, Employee may elect to purchase, at his/her expense, supplemental Group Voluntary Life Insurance.
Short-Term and Long-Term Disability	<p>Agency pays monthly premium for short-term disability coverage for qualifying employee medical disabilities to cover loss of wages. There is a 14-day waiting period with an additional 11 weeks of paid benefits (total 12 week benefit program). Coverage level is 66 2/3% of salary up to a maximum of \$2,500 a week. Benefits paid are taxable.</p> <p>Agency pays monthly premium for long-term disability coverage for qualifying employee medical disabilities to cover loss of wages. There is a 90-day waiting period (designed to pick up at the end of the 12-weeks of short-term disability coverage). Coverage level is 67% of monthly salary up to a maximum of \$15,000 per month. Benefits paid are taxable.</p>
Travel Insurance	Agency pays annual premium. Each employee is covered with a policy of \$100,000 for loss of life while traveling on MTC business.

RETIREMENT

1st Tier Retirement Formula
(Classic Plan)

The retirement benefit formula is calculated, pursuant to contract with PERS, at 2.5% at age 55.

The Agency and employee agree to equally share any annual employer contribution rate change with employees assuming 50% of the annual employer rate change up to an employee total contribution rate capped at 8%.

Effective, June 30, 2014, the Agency total contribution rate is 22.395% and the shared contributions are as follows:

- (a) Employee pays 5.210% of salary
- (b) Agency pays 17.185% of salary

Effective July 1, 2014, the Agency total contribution rate will be 25.185% and the shared contributions will be:

- (a) Employee pays 5.602%
- (b) Agency pays 19.583%

July 1, 2015, July 1, 2016, and July 1, 2017, the shared contribution rates will change based on the change in the Employer contribution rate shown in the Annual PERS Actuarial Valuation Report for periods ending June 2013, June 2014, and June 2015, and per any additional CalPERS contribution rate changes announced at the time of the report or separately due to valuation methodology changes.

Other Contracted Benefits
(Classic Plan)

In accordance with Agency's PERS contract amendment effective August 1, 2000, Agency has contracted for the following optional provisions:

3% Maximum Cost-of-Living Allowance; Section 21573 – Third Level 1959 Survivor Benefits; Section 21583 – Second Election 1959 Survivor Benefits; Section 21548 – Pre-retirement Optional Settlement 2 Death Benefit; and Section 20903 – Two years Additional Service Credit.

2nd Tier Retirement Formula
(New Plan)

The retirement benefit formula is calculated, pursuant to contract with PERS, at 2.0% at 62.

As of June 30, 2014, the Agency total contribution rate is 22.395% and the shared contributions are as follows:

- (a) Employee pays 6.50% of salary
- (b) Agency pays 15.895% of salary

Effective July 1, 2014, the Agency total contribution rate will be 25.185% and the shared contributions will be:

- (c) Employee pays 6.50% of salary
- (d) Agency pays 18.685% of salary

Effective July 1 of each year during this MOU period, the employee rate will be 50% of the plan "Normal Costs" per pension regulation. CalPERS will provide documentation of each fiscal year's plan Normal Costs directly to the employer in the annual valuation report each October prior to the effective July 1 date.

Other Contracted Benefits
(New Plan)

Plan provisions are determined by pension reform and California PERL. However, this New Plan also includes the same employer selected plan provisions as the Agency's Classic Plan:

3% Maximum Cost-of-Living Allowance; Section 21573 – Third Level 1959 Survivor Benefits; Section 21583 – Second Election 1959 Survivor Benefits; Section 21548 – Pre-retirement Optional Settlement 2 Death Benefit; and Section 20903 – Two years Additional Service Credit.

Retiree Medical

Retiree and eligible dependents are entitled to the same medical benefits provided to regular MTC employees and at the same co-pay amounts (and per CalPERS' PEMCHA Equal Method Plan). If eligible, a retired MTC employee must apply for Medicare. His/her PERS health coverage is then provided as a supplement.

Retiree Dental and Vision

MTC shall provide retiree group insurance plans for dental and vision coverage. The cost of premiums will be the sole responsibility of the retiree. Eligibility for this program will follow CalPERS retiree medical eligibility rules and requirements.

TRANSIT/PARKING PROGRAM

MTC shall provide a Transit/Parking Program providing commuting benefits as follows. Employees may elect to participate in only one option at a time.

Public Transit Option

MTC provides a subsidy in accordance with IRS Fringe Benefit regulation for employees for legitimate and applicable transit ticket purchases. Purchases must be made through authorized MTC provided third-party transit administrator(s) only and must be for a monthly amount needed and used by each employee each month, per IRS regulation.

Effective July 1, 2014, MTC's monthly subsidy was increased to up to \$214 per month.

MTC will provide this subsidy tax-free per IRS fringe benefit allowances. As of January 2014, the allowable tax free level for fare purchase was \$130, and for eligible parking was \$250. As of January 2016, the allowable tax free level for fare purchase and parking is \$255 monthly. Any subsidy above the IRS limits is taxable income.

Six months after relocation to MTC's new San Francisco office, MTC reviewed the transit subsidy level to determine if it was sufficient to serve the majority of employee transit costs. Based on this review and in consultation with employees, the transit subsidy level was increased to \$255 monthly on December 21, 2016.

Employer Provided Parking Option

While MTC is still located at 101 8th Street, employees may select to contribute \$18.50 per month pre-tax for parking in the MTC leased employee parking lot in lieu of receiving the monthly transit subsidy. This option is based on availability of parking spaces in the lot.

After moving the office to San Francisco, this option will change as follows:

- (a) MTC will maintain rental of the Caltrans owned parking lot;
- (b) Parking spaces in this lot will be available to eligible employees to park at this lot and purchase transit to commute to San Francisco.
- (c) The cost of monthly parking in this lot will equal the cost of monthly parking at the BART Lake Merritt station as of July 1, 2014 (estimated to be \$84.00 per month) and will remain at this level for the period of the MOU.

Carpool Option

While MTC is still located at 101 8th Street, employees in a verified carpool with two or more persons, at least one passenger working at MTC, will receive one free parking space in the MTC leased employee parking lot in lieu of the monthly transit/parking subsidy. This option is based on availability of parking spaces in the lot.

After moving the office to San Francisco, parking in this lot will be administered as explained above, however, expanding the carpool rules for eligible passengers to include someone who works at MTC, ABAG, or the Air District. Carpool participants will be using transit to get to San Francisco.

Bicycle Commuter Option

For any employee regularly using a bicycle for a substantial portion of the travel between the employee's residence and place of employment for qualifying bicycle commuting months as described in IRS Publication 15-B, \$20 per month tax-free subsidy paid by MTC.

Cash-in-Lieu Option

Employees may elect to receive \$20.00 per month cash-in-lieu if not selecting another Transit/Parking Program. Cash-in-lieu payments are subject to federal and state tax withholding.

OTHER ELECTIVE
DEDUCTIONS

Dependent Care Assistant
Plan (DCAP)

MTC's Dependent Care Assistance Plan (DCAP) is a totally employee-funded program, except for the costs incurred by Agency to administer the program. Employees may elect pre-tax payroll deductions up to the limits set by the Internal Revenue Service for the reimbursement of eligible childcare and dependent care expenses, in accordance with IRS regulations. See actual plan for details and limitations.

Health Care Flexible Spending
Account

MTC's Health Care Flexible Spending Account is a totally employee-funded program, except for the costs incurred by the agency to administer the program. Employees may elect pre-tax payroll deductions up to a limit equivalent to the Federal Health Care Flexible Spending Account for the reimbursement of eligible healthcare costs that are not covered under the employee's health insurance. See actual plan for details and limitations.

Deferred Compensation Plan

Employee may elect to participate in the 457 Deferred compensation program(s) and make pre-tax contributions subject to IRS regulations and program limitations. The Agency will administer the pre-tax deductions and submittal of employee contributions.

PROFESSIONAL
DEVELOPMENT

Professional Development

Subject to approval by the Section Director and appropriations in the annual training and travel budget, employees may participate in Agency sponsored Professional Development, defined as any training, materials, testing, licensing, membership, conferences, classes, tuition, etc. that are determined to be appropriate to the employee's professional development.

Computer Purchase Program	MTC will assist in the purchase of a personal computer and peripheral equipment, up to a maximum of \$5,000 for regular fulltime employees who have completed their probation and are scheduled to work 72 hours or more per pay period. The total cost of each purchase shall be repaid by participating employee through bi-weekly payroll deduction, up to a maximum of a 2-yr period or 52 pay periods. See actual plan for details and limitations.
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MANDATORY PROVISIONS

As required by statute.

Workers' Compensation	Standard
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Unemployment Insurance	Standard
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METROPOLITAN TRANSPORTATION COMMISSION
Oakland, California

MEMORANDUM OF UNDERSTANDING

(As Provided Under California Government Code Section 3505.1)

The representatives of the Executive Director of the Metropolitan Transportation Commission (MTC) have met and conferred with the Committee for Staff Representation (CSR), representing certain staff of the Metropolitan Transportation Commission, and the Confidential employees, under provisions of the Meyers-Milius-Brown Act (California Government Code § 3500 et seq.). As a result of these meetings, an agreement has been reached for a three year period from July 1, 2014 through June 30, 2018, covering Fiscal Years 2014-2015, 2015-2016, 2016-2017 and 2017-2018.

The agreed to salary and benefits program for the first fiscal year of said period is set forth in Attachment A, approved by the Metropolitan Transportation Commission at its regular meeting on July 25, 2014 (Resolution No. 4153), attached hereto and incorporated herein as though set forth at length, which was ratified by the membership of CSR and the Confidentials.

Within the period of this MOU, it is agreed to initiate and complete a comprehensive review, through the use of an outside consultant, of MTC's organizational structure, position classifications, and performance management and compensation programs with the goal of reforming the structure, classifications, and programs to more accurately reflect organizational position needs and job duties. This work will be conducted in collaboration with CSR, Confidential, and Management staff representatives, and will have established milestone deadlines and protocols for communicating status to all employees.


It is further agreed to create a Mobility Policy that consolidates aspects of the existing Telework and Mobility Management policies. This new policy will commit to providing equipment that will allow employees to be mobile – in the new building, at other locations, etc. as well as educate managers and supervisors on how to manage and support sporadic and project-based telework needs.

This agreement shall be binding, for its term, upon the successors of the Metropolitan Transportation Commission (MTC) and MTC's Committee for Staff Representation (CSR) and the Confidentials.


Executed at Oakland, California on this 25th day of June, 2014.

 6/25/14

Andrew B. Premier Date
Deputy Executive Director, Operations

 6/25/14

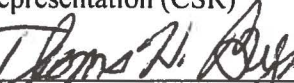
Mamie Lai Date
Director of Administrative Services

 6/25/14

Robin H. James Date
Human Resources Manager

 6/25/14

Marcella Aranda Date
Lead Negotiator, Committee for Staff
Representation (CSR)

 6/30/14

Thomas H. Bryan Date
Lead Negotiator, Confidential Staff

MTC Medical Premium Cost-Share Table
All Employees - Cost-Share at 5% Employee, 95% Employer
Effective July 1, 2014

<u>Health Plans</u>	Employee Total Monthly Cost 2014 per MOU	MTC Total Monthly Cost 2014	Full Monthly Premium 2014
<u>Blue ShieldHMO</u>			
Employee	\$41.83	\$794.76	\$836.59
Employee + 1 Dependent	\$83.66	\$1,589.52	\$1,673.18
Employee + 2 or More Dep.	\$108.76	\$2,066.37	\$2,175.13
<u>Kaiser HMO</u>			
Employee	\$37.14	\$705.58	\$742.72
Employee + 1 Dependent	\$74.27	\$1,411.17	\$1,485.44
Employee + 2 or More Dep.	\$96.55	\$1,834.52	\$1,931.07
<u>BlueShield NetValueHMO</u>			
Employee	\$35.20	\$668.81	\$704.01
Employee + 1 Dependent	\$70.40	\$1,337.62	\$1,408.02
Employee + 2 or More Dep.	\$91.52	\$1,738.91	\$1,830.43
<u>UnitedhealthcareHMO</u>			
Employee	\$38.21	\$726.03	\$764.24
Employee + 1 Dependent	\$76.42	\$1,452.06	\$1,528.48
Employee + 2 or More Dep.	\$99.35	\$1,887.67	\$1,987.02
<u>Anthem SelectHMO</u>			
Employee	\$32.87	\$624.46	\$657.33
Employee + 1 Dependent	\$65.73	\$1,248.93	\$1,314.66
Employee + 2 or More Dep.	\$85.45	\$1,623.61	\$1,709.06
<u>AnthemTraditionalHMO</u>			
Employee	\$36.42	\$691.99	\$728.41
Employee + 1 Dependent	\$72.84	\$1,383.98	\$1,456.82
Employee + 2 or More Dep.	\$94.69	\$1,799.18	\$1,893.87
<u>PERSChoicePPO</u>			
Employee	\$34.54	\$656.23	\$690.77
Employee + 1 Dependent	\$69.08	\$1,312.46	\$1,381.54
Employee + 2 or More Dep.	\$89.80	\$1,706.20	\$1,796.00
<u>PERSCarePPO</u>			
Employee	\$36.00	\$684.04	\$720.04
Employee + 1 Dependent	\$72.00	\$1,368.08	\$1,440.08
Employee + 2 or More Dep.	\$93.61	\$1,778.50	\$1,872.10
<u>PERSSelect PPO</u>			
Employee	\$33.08	\$628.44	\$661.52
Employee + 1 Dependent	\$66.15	\$1,256.89	\$1,323.04
Employee + 2 or More Dep.	\$86.00	\$1,633.95	\$1,719.95

Health Plans Service Areas: For health plans service areas based upon your home or employer zip code, please refer to the CalPERS Open Enrollment packet mailed to enrolled employees in August, 2013. If you did not receive an Open Enrollment packet in the mail, please see Paula Johnson in Human Resources or go to www.calpers.ca.gov.

Employee Only Cash In-Lieu: an amount not to exceed the second most costly CalPERS employee only health plan available minus the employee cost-share for that plan. For 2014, the second most costly employee only premium is Unitedhealthcare at \$764.24 per month. The Cash In-lieu for 2014 will be \$764.24 - \$34.14 for the employee only Unitedhealthcare cost-share which = **\$730.10 per month**.

Benefit Eligibility: Employee must work at least an average of 20 hours per week to be eligible for Employer medical benefits. Employee must minimally maintain an average work schedule of 72 hours per two-week pay period to receive 100% of MTC's monthly Employer medical benefits contribution. Monthly contributions are prorated for part-time work schedules; therefore, cost-sharing to employees could increase.

Estimated MTC Salary Ranges 2.60% COLA Increase Effective JULY 1, 2014

	A	A1	B	B1	C	C1	D	D1	E	E1	F	
IX	107808.07	110503.29	113265.78	116097.32	118999.70	121974.67	125024.03	128149.54	131353.20	134637.02	138002.99	Yearly
Sr.	8984.01	9208.61	9438.81	9674.78	9916.64	10164.56	10418.67	10679.13	10946.10	11219.75	11500.25	Monthly
	4146.46	4250.13	4356.38	4465.28	4576.91	4691.33	4808.02	4928.83	5052.05	5178.35	5307.81	Bi-Weekly
	51.8308	53.1266	54.4547	55.8160	57.2114	58.6417	60.1077	61.6104	63.1506	64.7293	66.3476	Hourly
VIII	88051.20	90252.40	92508.67	94821.33	97191.94	99621.83	102112.34	104665.24	107281.91	109963.98	112713.15	Yearly
Assoc.	7337.60	7521.03	7709.06	7901.78	8099.33	8301.82	8509.36	8722.10	8940.16	9163.66	9392.76	Monthly
	3386.58	3471.25	3558.03	3646.97	3738.15	3831.61	3927.40	4025.59	4126.23	4229.38	4335.12	Bi-Weekly
	42.3323	43.3906	44.4753	45.5872	46.7269	47.8951	49.0925	50.3198	51.5778	52.8673	54.1890	Hourly
VII	76372.44	78281.67	80238.64	82244.68	84300.90	86408.40	88568.53	90782.83	93052.42	95378.62	97763.00	Yearly
Asst.	6364.37	6523.47	6686.55	6853.72	7025.07	7200.70	7380.71	7565.24	7754.37	7948.22	8146.92	Monthly
	2937.40	3010.83	3086.10	3163.26	3242.34	3323.40	3406.48	3491.65	3578.94	3668.41	3760.12	Bi-Weekly
	36.7175	37.6354	38.5763	39.5407	40.5293	41.5425	42.5810	43.6456	44.7367	45.8551	47.0014	Hourly
VI	66237.45	67893.35	69590.76	71330.59	73113.93	74941.68	76815.17	78735.50	80703.79	82721.38	84789.36	Yearly
Jr.	5519.79	5657.78	5799.23	5944.22	6092.83	6245.14	6401.26	6561.29	6725.32	6893.45	7065.78	Monthly
	2547.59	2611.28	2676.57	2743.48	2812.07	2882.37	2954.43	3028.29	3103.99	3181.59	3261.13	Bi-Weekly
	31.8449	32.6410	33.4571	34.2936	35.1509	36.0297	36.9304	37.8536	38.7999	39.7699	40.7641	Hourly
V	60048.37	61549.51	63088.18	64665.48	66282.08	67939.08	69637.61	71378.55	73163.00	74992.08	76866.90	Yearly
Tech.	5004.03	5129.13	5257.35	5388.79	5523.51	5661.59	5803.13	5948.21	6096.92	6249.34	6405.57	Monthly
	2309.55	2367.29	2426.47	2487.13	2549.31	2613.04	2678.37	2745.33	2813.96	2884.31	2956.42	Bi-Weekly
	28.8694	29.5911	30.3309	31.0892	31.8664	32.6630	33.4796	34.3166	35.1745	36.0539	36.9552	Hourly
IV	54575.12	55939.49	57338.06	58771.48	60240.87	61746.90	63290.67	64872.85	66494.78	68157.12	69860.97	Yearly
Adm/Tech	4547.93	4661.62	4778.17	4897.62	5020.07	5145.57	5274.22	5406.07	5541.23	5679.76	5821.75	Monthly
	2099.04	2151.52	2205.31	2260.44	2316.96	2374.88	2434.26	2495.11	2557.49	2621.43	2686.96	Bi-Weekly
	26.2380	26.8940	27.5664	28.2555	28.9620	29.6860	30.4282	31.1889	31.9686	32.7678	33.5870	Hourly
III	49627.77	50868.52	52140.41	53443.85	54779.95	56149.57	57553.14	58991.98	60466.74	61978.28	63527.70	Yearly
Adm III	4135.65	4239.04	4345.03	4453.65	4565.00	4679.13	4796.10	4916.00	5038.89	5164.86	5293.97	Monthly
	1908.76	1956.46	2005.40	2055.53	2106.92	2159.60	2213.58	2268.92	2325.64	2383.78	2443.37	Bi-Weekly
	23.8595	24.4560	25.0675	25.6942	26.3365	26.9950	27.6698	28.3615	29.0705	29.7973	30.5422	Hourly
II	45037.42	46163.24	47317.36	48500.43	49712.88	50955.81	52229.87	53535.49	54873.98	56246.00	57651.97	Yearly
Adm II	3753.12	3846.94	3943.11	4041.70	4142.74	4246.32	4352.49	4461.29	4572.83	4687.17	4804.33	Monthly
	1732.21	1775.51	1819.90	1865.40	1912.03	1959.84	2008.84	2059.06	2110.54	2163.31	2217.38	Bi-Weekly
	21.6526	22.1939	22.7487	23.3175	23.9004	24.4980	25.1105	25.7382	26.3817	27.0413	27.7173	Hourly
I	39650.15	40641.45	41657.34	42698.92	43766.40	44860.66	45982.13	47131.68	48309.96	49517.63	50755.77	Yearly
Adm I	3304.18	3386.79	3471.44	3558.24	3647.20	3738.39	3831.84	3927.64	4025.83	4126.47	4229.65	Monthly
	1525.01	1563.13	1602.21	1642.27	1683.32	1725.41	1768.54	1812.76	1858.08	1904.52	1952.14	Bi-Weekly
	19.0626	19.5392	20.0276	20.5293	21.0415	21.5676	22.1068	22.6595	23.2259	23.8066	24.4018	Hourly

By definition: Annual is Hry times 2080 Hrs BiWeekly is Annual divided by 26 pay periods Monthly is Annual divided by 12 months

MTC Salary Ranges for Consolidated Staffing Model - Effective July 1, 2017

Grade	A	A1	B	B1	C	C1	D	D1	E	E1	F	
IX	\$116,437.54	\$119,348.64	\$122,332.08	\$125,390.22	\$128,525.18	\$131,738.25	\$135,031.56	\$138,407.25	\$141,867.45	\$145,414.08	\$149,049.48	Yearly
Principal	\$9,703.13	\$9,945.72	\$10,194.34	\$10,449.18	\$10,710.43	\$10,978.19	\$11,252.63	\$11,533.94	\$11,822.29	\$12,117.84	\$12,420.79	Monthly
	\$4,478.37	\$4,590.33	\$4,705.08	\$4,822.70	\$4,943.28	\$5,066.86	\$5,193.52	\$5,323.36	\$5,456.44	\$5,592.85	\$5,732.67	Bi-Weekly
FY18	\$55.9796	\$57.3792	\$58.8135	\$60.2838	\$61.7910	\$63.3357	\$64.9190	\$66.5419	\$68.2055	\$69.9106	\$71.6584	
VIII (b)	\$99,913.57	\$102,411.30	\$104,971.77	\$107,596.26	\$110,286.05	\$113,043.07	\$115,869.45	\$118,766.03	\$121,735.18	\$124,778.56	\$127,898.02	Yearly
Senior	\$8,326.13	\$8,534.27	\$8,747.65	\$8,966.35	\$9,190.50	\$9,420.26	\$9,655.79	\$9,897.17	\$10,144.60	\$10,398.21	\$10,658.17	Monthly
	\$3,842.83	\$3,938.90	\$4,037.38	\$4,138.32	\$4,241.77	\$4,347.81	\$4,456.52	\$4,567.92	\$4,682.12	\$4,799.18	\$4,919.15	Bi-Weekly
FY18	\$48.0354	\$49.2362	\$50.4672	\$51.7290	\$53.0221	\$54.3476	\$55.7065	\$57.0991	\$58.5265	\$59.9897	\$61.4894	
VIII (a)	\$95,099.30	\$97,476.66	\$99,913.57	\$102,411.30	\$104,971.77	\$107,596.26	\$110,286.05	\$113,043.07	\$115,869.45	\$118,766.03	\$121,735.18	Yearly
Assoc.	\$7,924.94	\$8,123.06	\$8,326.13	\$8,534.27	\$8,747.65	\$8,966.35	\$9,190.50	\$9,420.26	\$9,655.79	\$9,897.17	\$10,144.60	Monthly
	\$3,657.67	\$3,749.10	\$3,842.83	\$3,938.90	\$4,037.38	\$4,138.32	\$4,241.77	\$4,347.81	\$4,456.52	\$4,567.92	\$4,682.12	Bi-Weekly
FY18	\$45.7208	\$46.8638	\$48.0354	\$49.2362	\$50.4672	\$51.7290	\$53.0221	\$54.3476	\$55.7065	\$57.0991	\$58.5265	
VII	\$82,485.82	\$84,547.77	\$86,661.57	\$88,828.09	\$91,048.82	\$93,325.03	\$95,658.00	\$98,049.67	\$100,500.87	\$103,013.11	\$105,588.52	Yearly
Asst.	\$6,873.82	\$7,045.65	\$7,221.80	\$7,402.34	\$7,587.40	\$7,777.09	\$7,971.50	\$8,170.81	\$8,375.07	\$8,584.43	\$8,799.04	Monthly
	\$3,172.53	\$3,251.84	\$3,333.14	\$3,416.47	\$3,501.88	\$3,589.42	\$3,679.15	\$3,771.14	\$3,865.42	\$3,962.04	\$4,061.10	Bi-Weekly
FY18	\$39.6566	\$40.6480	\$41.6642	\$42.7058	\$43.7735	\$44.8678	\$45.9894	\$47.1393	\$48.3177	\$49.5255	\$50.7637	
VI	\$71,539.48	\$73,327.84	\$75,161.23	\$77,040.29	\$78,966.51	\$80,940.32	\$82,964.07	\$85,037.97	\$87,163.72	\$89,342.83	\$91,576.36	Yearly
Jr.	\$5,961.62	\$6,110.65	\$6,263.44	\$6,420.02	\$6,580.54	\$6,745.03	\$6,913.67	\$7,086.50	\$7,263.64	\$7,445.24	\$7,631.36	Monthly
	\$2,751.52	\$2,820.30	\$2,890.82	\$2,963.09	\$3,037.17	\$3,113.09	\$3,190.93	\$3,270.69	\$3,352.45	\$3,436.26	\$3,522.17	Bi-Weekly
FY18	\$34.3940	\$35.2538	\$36.1352	\$37.0386	\$37.9647	\$38.9136	\$39.8866	\$40.8836	\$41.9056	\$42.9533	\$44.0271	
V	\$64,854.90	\$66,476.38	\$68,138.19	\$69,841.61	\$71,587.71	\$73,377.35	\$75,211.81	\$77,091.93	\$79,019.43	\$80,994.95	\$83,019.77	Yearly
Tech.	\$5,404.58	\$5,539.70	\$5,678.18	\$5,820.13	\$5,965.64	\$6,114.78	\$6,267.65	\$6,424.33	\$6,584.95	\$6,749.58	\$6,918.31	Monthly
	\$2,494.42	\$2,556.78	\$2,620.70	\$2,686.22	\$2,753.37	\$2,822.21	\$2,892.76	\$2,965.07	\$3,039.21	\$3,115.19	\$3,193.07	Bi-Weekly
FY18	\$31.1802	\$31.9598	\$32.7587	\$33.5777	\$34.4172	\$35.2776	\$36.1595	\$37.0634	\$37.9901	\$38.9399	\$39.9133	
IV	\$58,943.50	\$60,417.09	\$61,927.80	\$63,475.86	\$65,062.98	\$66,689.36	\$68,356.72	\$70,065.69	\$71,817.34	\$73,612.74	\$75,453.17	Yearly
Adm/Tech	\$4,911.96	\$5,034.76	\$5,160.65	\$5,289.66	\$5,421.91	\$5,557.45	\$5,696.39	\$5,838.81	\$5,984.78	\$6,134.40	\$6,287.76	Monthly
	\$2,267.06	\$2,323.73	\$2,381.84	\$2,441.38	\$2,502.42	\$2,564.98	\$2,629.10	\$2,694.83	\$2,762.21	\$2,831.26	\$2,902.05	Bi-Weekly
FY18	\$28.3382	\$29.0467	\$29.7730	\$30.5172	\$31.2803	\$32.0622	\$32.8638	\$33.6854	\$34.5276	\$35.3907	\$36.2756	
III	\$53,600.41	\$54,940.40	\$56,314.10	\$57,721.74	\$59,165.02	\$60,644.15	\$62,159.99	\$63,714.03	\$65,306.90	\$66,939.47	\$68,612.81	Yearly
Adm III	\$4,466.70	\$4,578.37	\$4,692.84	\$4,810.15	\$4,930.42	\$5,053.68	\$5,180.00	\$5,309.50	\$5,442.24	\$5,578.29	\$5,717.73	Monthly
	\$2,061.55	\$2,113.09	\$2,165.93	\$2,220.07	\$2,275.58	\$2,332.47	\$2,390.77	\$2,450.54	\$2,511.80	\$2,574.60	\$2,638.95	Bi-Weekly
FY18	\$25.7694	\$26.4137	\$27.0741	\$27.7508	\$28.4447	\$29.1558	\$29.8846	\$30.6317	\$31.3975	\$32.1824	\$32.9869	
II	\$48,642.51	\$49,858.30	\$51,104.81	\$52,382.70	\$53,692.17	\$55,034.51	\$56,410.56	\$57,820.76	\$59,266.39	\$60,748.29	\$62,266.69	Yearly
Adm II	\$4,053.54	\$4,154.86	\$4,258.73	\$4,365.23	\$4,474.35	\$4,586.21	\$4,700.88	\$4,818.40	\$4,938.87	\$5,062.36	\$5,188.89	Monthly
	\$1,870.87	\$1,917.63	\$1,965.57	\$2,014.72	\$2,065.08	\$2,116.71	\$2,169.64	\$2,223.88	\$2,279.48	\$2,336.47	\$2,394.87	Bi-Weekly
FY18	\$23.3858	\$23.9703	\$24.5696	\$25.1840	\$25.8135	\$26.4589	\$27.1205	\$27.7984	\$28.4935	\$29.2059	\$29.9359	
I	\$42,823.94	\$43,894.61	\$44,991.96	\$46,116.83	\$47,269.66	\$48,451.51	\$49,662.82	\$50,904.42	\$52,176.98	\$53,481.33	\$54,818.54	Yearly
Adm I	\$3,568.66	\$3,657.88	\$3,749.33	\$3,843.07	\$3,939.14	\$4,037.63	\$4,138.57	\$4,242.04	\$4,348.08	\$4,456.78	\$4,568.21	Monthly
	\$1,647.07	\$1,688.25	\$1,730.46	\$1,773.72	\$1,818.06	\$1,863.52	\$1,910.11	\$1,957.86	\$2,006.81	\$2,056.97	\$2,108.41	Bi-Weekly
FY18	\$20.5884	\$21.1032	\$21.6307	\$22.1716	\$22.7258	\$23.2940	\$23.8764	\$24.4733	\$25.0851	\$25.7122	\$26.3551	

By definition: Annual is Hrlr times 2080 Hrs BiWeekly is Annual divided by 26 pay periods Monthly is Annual divided by 12 months

Date: June 25, 2014
W.I.: 1153
Referred by: Administration
Revised: 12/21/16-C
03/22/17-C

ABSTRACT

Resolution No. 4154, Revised

This resolution sets forth the employment benefits and salary schedule for specific executive employees from July 1, 2014 through and including June 30, 2018.

This resolution was revised on December 21, 2016 to increase the employee monthly public transit subsidy to up to \$255 per month from the original agreement which provided up to \$214 per month.

This resolution was revised on March 22, 2017 to add a second table after page 14 to show estimated salary ranges effective July 1, 2017 with a revision to classification titles.

Further discussion is contained in the Executive Director's memoranda dated December 7, 2016 and March 1, 2017.

Date: June 25, 2014
W.I.: 1153
Referred By: Administration

Re: Employment Benefits and Salary Schedule from July 1, 2014 through June 30, 2018 for Specific Executive Employees

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4154

WHEREAS, MTC Resolution No. 4024, adopted July 27, 2011 established employment benefits and a salary schedule for specific executive employees of the Metropolitan Transportation Commission (MTC) for the period beginning August 1, 2011 through June 30, 2014; and

WHEREAS, the Meyers-Milias-Brown Act (Government Code § 3500 et seq.) allows MTC and its employees to agree to self-representation which requires MTC and its employees to then meet and confer before MTC considers a new resolution to establish employment benefits and salary adjustments; and

WHEREAS, representatives of the executive staff have met and conferred with the appointed agency negotiator; and

WHEREAS, the Executive Director has presented the results of the meet-and-confer process to the Administration Committee together with his recommendations for employment benefits and salary adjustments for specific executive employees; and

WHEREAS, the Administration Committee has reviewed all employment benefits and salary adjustment proposals and has referred them to the Metropolitan Transportation Commission with a recommendation for approval; now, therefore, be it

RESOLVED, that the employment benefits and salary schedule for specific executive employees effective July 1, 2014 through June 30, 2018 shall be as set forth in Attachment A to this resolution, attached hereto and incorporated herein as though set forth at length; and be it further

RESOLVED, that the Executive Director shall approve the applicable salary schedule updates as set forth in Attachment A as necessary to reflect the adjustments authorized therein; and be it further

RESOLVED, that MTC's agency operating budget for FYs 2014-2015, 2015-2016, 2016-2017, and 2017-2018, when adopted, shall include sufficient funds to cover the costs for such employment benefits, salaries, and adjustments.

METROPOLITAN TRANSPORTATION COMMISSION



Amy Rein Worth, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California on June 25, 2014.

Date: June 25, 2014
W.I.: 1153
Referred By: Administration
Revised: 12/21/16-C
03/22/17-C

Attachment A
Resolution No. 4154
Page 1 of 14

METROPOLITAN TRANSPORTATION COMMISSION
Oakland, California

SUMMARY OF BENEFITS FOR INCUMBENTS OF SPECIFIC EXECUTIVE
EMPLOYEE POSITIONS

Fiscal Years 2014-2015, 2015-2016, 2016-2017 and 2017-2018

SALARY TABLES

Salary administration is regulated per compensation policy and the MTC Employee Handbook.

Salary Adjustments

Effective July 1, 2014, salary tables shall be adjusted by 2.6%.

Each following July 1 during this MOU period, salary tables shall be adjusted as follows:

July 1, 2015 – 2.6%

July 1, 2016 – 2.6%

July 1, 2017 – 2.6%

Merit Program

Pay step adjustments within range subject to policy guidelines.

PAID LEAVE BENEFITS

Use of all paid leave benefits is regulated per leave policy and the MTC Employee Handbook.

Holidays

Eleven (11) days per year for full time employees. No minimum service required for eligibility.

Funeral Leave

Up to three 3 days (24 hours), on the basis of need, in the case of the death of a defined family member or member of employee's household. No minimum service required for eligibility. This benefit has no cash value and is not payable upon employment separation.

Personal Leave Days

Up to 3 personal leave days (24 hours) are granted at the beginning of each calendar year. The number of personal leave days granted to new employees is prorated as follows:

January through April – 3 days
May through August – 2 days
September through November – 1 day
December – 0 days

In the event that Personal Leave Days are accrued but unused at the end of a calendar year, the employee will receive an amount to start the new calendar year at a maximum of three days. Personal Leave Days are not payable upon employment separation.

Vacation Leave Benefits

Accrual of Vacation Leave Benefits

- One day (8 hours) per month worked starting with the first day of employment. Prorated for new hires based on first working day of employment within the month.
- Addition of one more day (8 more hours) each additional year worked up to a maximum of 13 additional days (104 hours) for a total annual benefit of 25 days (200 hours) a year is reached.
- Accrued to a cap of 62.5 days (500 hours). Once the cap (500 hours) is reached, all vacation accrual stops until such time that the vacation balance falls below the cap (500 hours). If the vacation accrual is larger than the difference between the vacation balance and the 500 hour cap, individuals will receive only a fraction of their bi-weekly vacation accrual for that pay period bringing their vacation balance to 500 hours.
- Employees working an average of 40 hours over a two-week pay period, but less than 72 hours over a two-week pay period will receive prorated benefits.
- All vacation leave benefits are accrued and available for use with each bi-weekly pay period.

Annual Vacation Cash Out Option

Once a twelve month period, employees may cash-out accrued but unused vacation leave over 320 hours up to cap of 500 hours. Payment will be made at the employee's current hourly rate and is considered taxable earnings. Payment is subject to any and all applicable deductions.

Payment Upon Separation

Accrued but unused vacation time off benefits up to the maximum accrual of 62.50 days or 500 hours are payable upon employment separation at the hourly rate earned by the employee at the time of employment separation. Payment will be in one lump sum and is subject to any and all applicable deductions.

Use of Benefit

Employees may use accrued vacation time off benefits per policy after completion of six months of employment per leave policy.

Sick Leave Benefits

Accrual of Sick Time Off Benefits

- One day (8 hours) per month worked starting with the first day of employment. Prorated for new hires based on first working day of employment within the month.
- Employees working an average of 40 hours over a two-week pay period, but less than 72 hours over a two-week pay period will receive prorated benefits.
- Sick time off benefit is accrued without a cap.

Payment Upon Separation

Accrued but unused sick time off benefits up to a maximum of 30 days or 240 hours are payable upon employment separation at the hourly rate paid the employee at the time of employment separation. Payment will be in one lump sum and is subject to any and all applicable deductions.

Use of Benefit

Employees may use accrued sick leave benefits per policy as soon as they are earned per leave policy.

INTRODUCTION PERIOD

The Introduction period is regulated per applicable policy and the MTC Employee Handbook.

The initial first year of employment is considered to be an introduction period during which time a new employee's work and conduct are observed and evaluated, orientation and training provided as necessary, and issues with performance addressed directly and promptly in an effort to ensure the employees success.

INSURANCE

Scope, limitations, and annual insurance premium costs are set forth in actual insurance company policies and provided each year during open enrollment.

Group Dental Insurance

Agency pays total premium for employee's coverage. The cost to Employees for coverage for one dependent is \$6.30 per month, and \$19.13 per month for two or more dependents. The Agency contributes the remainder of the premium. MTC will deduct employee dependent premium payments from earned wages pre-tax as allowable by law.

Group Dental Insurance
Cash-in-Lieu

Employees have the option of receiving the equivalent dollar amount of the Employee Only premium in cash upon signing a waiver of coverage and providing proof of being covered under a comparable dental plan. The amount is subject to federal and state tax withholding.

Group Medical Insurance

Employees agree to contribute towards medical premiums by paying five percent (5%) of the premium for each coverage line. The employer will cover ninety-five percent of premium for each coverage line.

Total cost per month to the employee is dependent on the coverage line they select.

Employee contributions will be capped as follows:

\$75.00 for Employee Only
\$125.00 for Employee Plus One
\$175.00 for Employee Plus Family

MTC will deduct employee medical insurance premium payments from earned wages pre-tax as allowable by law.

Group Medical Insurance
Cash-in-Lieu

Employees have the option of receiving cash-in-lieu of enrolling in the health insurance plan upon the signing of a waiver of coverage and providing proof of being covered under a comparable medical plan. The amount of cash-in-lieu will be equal to the second most costly Employee Only premium total minus the Employee contribution amount for that premium. Cash-in-lieu payments are subject to federal and state tax withholding.

Vision Care Insurance	Agency pays total premium for Employee Only coverage. Employees may enroll dependents at their sole cost. MTC will deduct dependent premium payments from earned wages pre-tax as allowable by law.
Domestic Partner Coverage	MTC provides group medical insurance, group dental insurance, and group vision coverage for an eligible domestic partner and dependents subject to CalPERS regulations regarding domestic partner coverage. The maximum amount of the Agency contributions shall be the same as that specified under "Group Dental Insurance" and "Group Medical Insurance" provisions referenced above.
Life and Related Insurance	Agency pays premiums for Employee life insurance policy; life insurance benefit is equal to two times annual salary or a minimum of \$100,000, whichever is greater. Agency pays additional premium for employee for Accidental Death and Dismemberment policy equal to the group term life insurance coverage. Agency pays premium for qualified dependents (as defined in current policy) for \$2,000 life coverage per dependent.
Group Voluntary Life and Related Insurance	In addition, Employee may elect to purchase, at his/her expense, supplemental Group Voluntary Life Insurance.
Short-Term and Long-Term Disability	<p>Agency pays monthly premium for short-term disability coverage for qualifying employee medical disabilities to cover loss of wages. There is a 14-day waiting period with an additional 11 weeks of paid benefits (total 12 week benefit program). Coverage level is 66 2/3% of salary up to a maximum of \$2,500 a week. Benefits paid are taxable.</p> <p>Agency pays monthly premium for long-term disability coverage for qualifying employee medical disabilities to cover loss of wages. There is a 90-day waiting period (designed to pick up at the end of the 12-weeks of short-term disability coverage). Coverage level is 67% of monthly salary up to a maximum of \$15,000 per month. Benefits paid are taxable.</p>
Travel Insurance	Agency pays annual premium. Each employee is covered with a policy of \$100,000 for loss of life while traveling on MTC business.

RETIREMENT

1st Tier Retirement Formula (Classic Plan)

The retirement benefit formula is calculated, pursuant to contract with PERS, at 2.5% at age 55.

The Agency and employee agree to equally share any annual employer contribution rate change with employees assuming 50% of the annual employer rate change up to an employee total contribution rate capped at 8%.

Effective, June 30, 2014, the Agency total contribution rate is 22.395% and the shared contributions are as follows:

- (a) Employee pays 5.210% of salary
- (b) Agency pays 17.185% of salary

Effective July 1, 2014, the Agency total contribution rate will be 25.185% and the shared contributions will be:

- (a) Employee pays 5.602%
- (b) Agency pays 19.583%

July 1, 2015, July 1, 2016, and July 1, 2017, the shared contribution rates will change based on the change in the Employer contribution rate shown in the Annual PERS Actuarial Valuation Report for periods ending June 2013, June 2014, and June 2015, and per any additional CalPERS contribution rate changes announced at the time of the report or separately due to valuation methodology changes.

Other Contracted Benefits (Classic Plan)

In accordance with Agency's PERS contract amendment effective August 1, 2000, Agency has contracted for the following optional provisions:

3% Maximum Cost-of-Living Allowance; Section 21573 – Third Level 1959 Survivor Benefits; Section 21583 – Second Election 1959 Survivor Benefits; Section 21548 – Pre-retirement Optional Settlement 2 Death Benefit; and Section 20903 – Two years Additional Service Credit.

2nd Tier Retirement Formula
(New Plan)

The retirement benefit formula is calculated, pursuant to contract with PERS, at 2.0% at 62.

As of June 30, 2014, the Agency total contribution rate is 22.395% and the shared contributions are as follows:

- (a) Employee pays 6.50% of salary
- (b) Agency pays 15.895% of salary

Effective July 1, 2014, the Agency total contribution rate will be 25.185% and the shared contributions will be:

- (c) Employee pays 6.50% of salary
- (d) Agency pays 18.685% of salary

Effective July 1 of each year during this MOU period, the employee rate will be 50% of the plan “Normal Costs” per pension regulation. CalPERS will provide documentation of each fiscal year’s plan Normal Costs directly to the employer in the annual valuation report each October prior to the effective July 1 date.

Other Contracted Benefits
(New Plan)

Plan provisions are determined by pension reform and California PERL. However, this New Plan also includes the same employer selected plan provisions as the Agency’s Classic Plan:

3% Maximum Cost-of-Living Allowance; Section 21573 – Third Level 1959 Survivor Benefits; Section 21583 – Second Election 1959 Survivor Benefits; Section 21548 – Pre-retirement Optional Settlement 2 Death Benefit; and Section 20903 – Two years Additional Service Credit.

Retiree Medical

Retiree and eligible dependents are entitled to the same medical benefits provided to regular MTC employees and at the same co-pay amounts (and per CalPERS’ PEMCHA Equal Method Plan). If eligible, a retired MTC employee must apply for Medicare. His/her PERS health coverage is then provided as a supplement.

Retiree Dental and Vision

MTC shall provide retiree group insurance plans for dental and vision coverage. The cost of premiums will be the sole responsibility of the retiree. Eligibility for this program will follow CalPERS retiree medical eligibility rules and requirements.

TRANSIT/PARKING PROGRAM

MTC shall provide a Transit/Parking Program providing commuting benefits as follows. Employees may elect to participate in one of the four options; and only one option at a time.

Public Transit Option

MTC provides a subsidy in accordance with IRS Fringe Benefit regulation for employees for legitimate and applicable transit ticket purchases. Purchases must be made through authorized MTC provided third-party transit administrator(s) only and must be for a monthly amount needed and used by each employee each month, per IRS regulation.

Effective July 1, 2014, MTC's monthly subsidy was increased to up to \$214 per month.

MTC will provide this subsidy tax-free per IRS fringe benefit allowances. As of January 2014, the allowable tax free level for fare purchase was \$130, and for eligible parking was \$250. As of January 2016, the allowable tax free level for fare purchase and parking is \$255 monthly. Any subsidy above the IRS -limits is taxable income and added to the employees W-2.

Six months after relocation to MTC's new San Francisco office, MTC reviewed the transit subsidy level to determine if it was sufficient to serve the majority of employee transit costs. Based on this review and in consultation with employees, the transit subsidy level was increased to \$255 monthly on December 21, 2016.

Employer Provided Parking Option

While MTC is still located at 101 8th Street, employees may select to contribute \$18.50 per month pre-tax for parking in the MTC leased employee parking lot in lieu of receiving the monthly transit subsidy. This option is based on availability of parking spaces in the lot.

After moving the office to San Francisco, this option will change as follows:

- (a) MTC will maintain rental of the Caltrans owned parking lot;
- (b) Parking spaces in this lot will be available to eligible employees to park at this lot and purchase transit to commute to San Francisco.
- (c) The cost of monthly parking in this lot will equal the cost of monthly parking at the BART Lake Merritt station as of July 1, 2014 (estimated to be \$84.00 per month) and will remain at this level for the period of the MOU.

Carpool Option

While MTC is still located at 101 8th Street, employees in a verified carpool with two or more persons, at least one passenger working at MTC, will receive one free parking space in the MTC leased employee parking lot in lieu of the monthly transit/parking subsidy. This option is based on availability of parking spaces in the lot.

After moving the office to San Francisco, parking in this lot will be administered as explained above, however, expanding the carpool rules for eligible passengers to include someone who works at MTC, ABAG, or the Air District. Carpool participants will be using transit to get to San Francisco.

Bicycle Commuter Option

For any employee regularly using a bicycle for a substantial portion of the travel between the employee's residence and place of employment for qualifying bicycle commuting months as described in IRS Publication 15-B, \$20 per month tax-free subsidy paid by MTC.

Cash-in-Lieu Option

Employees may elect to receive \$20.00 per month cash-in-lieu if not selecting another Transit/Parking Program. Cash-in-lieu payments are subject to federal and state tax withholding.

OTHER ELECTIVE
DEDUCTIONS

Dependent Care Assistant
Plan (DCAP)

MTC's Dependent Care Assistance Plan (DCAP) is a totally employee-funded program, except for the costs incurred by Agency to administer the program. Employees may elect pre-tax payroll deductions up to the limits set by the Internal Revenue Service for the reimbursement of eligible childcare and dependent care expenses, in accordance with IRS regulations. See actual plan for details and limitations.

Health Care Flexible Spending
Account

MTC's Health Care Flexible Spending Account is a totally employee-funded program, except for the costs incurred by the agency to administer the program. Employees may elect pre-tax payroll deductions up to a limit equivalent to the Federal Health Care Flexible Spending Account for the reimbursement of eligible healthcare costs that are not covered under the employee's health insurance. See actual plan for details and limitations.

Deferred Compensation Plan

Employee may elect to participate in the 457 Deferred compensation program(s) and make pre-tax contributions subject to IRS regulations and program limitations. The Agency will administer the pre-tax deductions and submittal of employee contributions.

PROFESSIONAL
DEVELOPMENT

Professional Development

Subject to approval by the Section Director and appropriations in the annual training and travel budget, employees may participate in Agency sponsored Professional Development, defined as any training, materials, testing, licensing, membership, conferences, classes, tuition, etc. that are determined to be appropriate to the employee's professional development.

Computer Purchase Program	MTC will assist in the purchase of a personal computer and peripheral equipment, up to a maximum of \$5,000 for regular fulltime employees who have completed their probation and are scheduled to work 72 hours or more per pay period. The total cost of each purchase shall be repaid by participating employee through bi-weekly payroll deduction, up to a maximum of a 2-yr period or 52 pay periods. See actual plan for details and limitations.
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MANDATORY PROVISIONS

As required by statute.

Workers' Compensation	Standard
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Unemployment Insurance	Standard
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Robin H. James
Human Resources Manager

MTC Medical Premium Cost-Share Table
All Employees - Cost-Share at 5% Employee, 95% Employer
Effective July 1, 2014

<u>Health Plans</u>	<u>Employee Total Monthly Cost 2014 per MOU</u>	<u>MTC Total Monthly Cost 2014</u>	<u>Full Monthly Premium 2014</u>
<u>Blue ShieldHMO</u>			
Employee	\$41.83	\$794.76	\$836.59
Employee + 1 Dependent	\$83.66	\$1,589.52	\$1,673.18
Employee + 2 or More Dep.	\$108.76	\$2,066.37	\$2,175.13
<u>Kaiser HMO</u>			
Employee	\$37.14	\$705.58	\$742.72
Employee + 1 Dependent	\$74.27	\$1,411.17	\$1,485.44
Employee + 2 or More Dep.	\$96.55	\$1,834.52	\$1,931.07
<u>BlueShield NetValueHMO</u>			
Employee	\$35.20	\$668.81	\$704.01
Employee + 1 Dependent	\$70.40	\$1,337.62	\$1,408.02
Employee + 2 or More Dep.	\$91.52	\$1,738.91	\$1,830.43
<u>UnitedhealthcareHMO</u>			
Employee	\$38.21	\$726.03	\$764.24
Employee + 1 Dependent	\$76.42	\$1,452.06	\$1,528.48
Employee + 2 or More Dep.	\$99.35	\$1,887.67	\$1,987.02
<u>Anthem SelectHMO</u>			
Employee	\$32.87	\$624.46	\$657.33
Employee + 1 Dependent	\$65.73	\$1,248.93	\$1,314.66
Employee + 2 or More Dep.	\$85.45	\$1,623.61	\$1,709.06
<u>AnthemTraditionalHMO</u>			
Employee	\$36.42	\$691.99	\$728.41
Employee + 1 Dependent	\$72.84	\$1,383.98	\$1,456.82
Employee + 2 or More Dep.	\$94.69	\$1,799.18	\$1,893.87
<u>PERSChoicePPO</u>			
Employee	\$34.54	\$656.23	\$690.77
Employee + 1 Dependent	\$69.08	\$1,312.46	\$1,381.54
Employee + 2 or More Dep.	\$89.80	\$1,706.20	\$1,796.00
<u>PERSCarePPO</u>			
Employee	\$36.00	\$684.04	\$720.04
Employee + 1 Dependent	\$72.00	\$1,368.08	\$1,440.08
Employee + 2 or More Dep.	\$93.61	\$1,778.50	\$1,872.10
<u>PERSSelect PPO</u>			
Employee	\$33.08	\$628.44	\$661.52
Employee + 1 Dependent	\$66.15	\$1,256.89	\$1,323.04
Employee + 2 or More Dep.	\$86.00	\$1,633.95	\$1,719.95

Health Plans Service Areas: For health plans service areas based upon your home or employer zip code, please refer to the CalPERS Open Enrollment packet mailed to enrolled employees in August, 2013. If you did not receive an Open Enrollment packet in the mail, please see Paula Johnson in Human Resources or go to www.calpers.ca.gov.

Employee Only Cash In-Lieu: an amount not to exceed the second most costly CalPERS employee only health plan available minus the employee cost-share for that plan. For 2014, the second most costly employee only premium is Unitedhealthcare at \$764.24 per month. The Cash In-lieu for 2014 will be \$764.24 - \$34.14 for the employee only Unitedhealthcare cost-share which = **\$730.10 per month.**

Benefit Eligibility: Employee must work at least an average of 20 hours per week to be eligible for Employer medical benefits. Employee must minimally maintain an average work schedule of 72 hours per two-week pay period to receive 100% of MTC's monthly Employer medical benefits contribution. Monthly contributions are prorated for part-time work schedules; therefore, cost-sharing to employees could increase.

**CLASSIFIED EXECUTIVE MANAGEMENT/ADMINISTRATIVE
GRADES X/3, X/4, X/A, X/B, L/2, & L3, effective July 1, 2014**

Title	Grade	Minimum	Maximum
Executive Administrative/Attorney I-II	X/B, L2	\$125,582.40	\$167,321.57
Executive Management/Deputy General Counsel	X/A, L3	\$164,774.57	\$204,876.81
Deputy Executive Director/ Chief Financial Officer	X/3, X/4	\$205,200.00	\$245,233.49

II

Unclassified Executives

Title

Executive Director Salary established by the Commission by employment agreement.

General Counsel Salary established by the Commission by employment agreement.

Classified Executive Management, Executive Administrative, Deputy General Counsel, Attorneys I-II, Deputy Executive Director, and Chief Financial Officer shall be adjusted in FYs July 1, 2015, July 1, 2016, & July 1, 2017 in a manner consistent with the adjustments to the salary schedule in MTC Resolution No. 4154.

Pay Schedule for Specific Executive Employees Fiscal Year 2017-18, Effective July 1, 2017				
CLASS/POSITION	GRADE	MIN	MAX	PAY TYPES
ASSOCIATE COUNSEL I/II	L/2	\$65.2090	\$86.8822	HOURLY BASE RATE
EXECUTIVE ADMINISTRATIVE	X/B	\$5,216.72	\$6,950.58	BI-WEEKLY
FINANCE ASSISTANT DIRECTOR	F/2	\$11,302.89	\$15,059.58	MONTHLY
		\$135,634.66	\$180,714.96	ANNUAL
Associate Counsel I Associate Counsel II Assistant Director BARC Director				
DEPUTY GENERAL COUNSEL	L/3	\$85.5596	\$106.3828	HOURLY BASE RATE
EXECUTIVE MANAGEMENT	X/A	\$6,844.77	\$8,510.62	BI-WEEKLY
DEPUTY FINANCIAL OFFICER	F/3	\$14,830.33	\$18,439.68	MONTHLY
		\$177,963.92	\$221,276.14	ANNUAL
Deputy General Counsel Senior Attorney Section Director Deputy Financial Officer				
SENIOR DEPUTY GENERAL COUNSEL	L/4	\$94.9050	\$110.9856	HOURLY BASE RATE
		\$7,592.40	\$8,878.85	BI-WEEKLY
		\$16,450.20	\$19,237.50	MONTHLY
		\$197,402.40	\$230,850.05	ANNUAL
Senior Deputy General Counsel				
DEPUTY EXECUTIVE DIRECTOR/ CHIEF FINANCIAL OFFICER	X/3-X/4	\$106.5465	\$127.3374	HOURLY BASE RATE
		\$8,523.72	\$10,186.99	BI-WEEKLY
		\$18,468.06	\$22,071.81	MONTHLY
		\$221,616.71	\$264,861.74	ANNUAL
Deputy Executive Director Chief Financial Officer				