



Metropolitan Transportation Commission

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

Meeting Agenda

Administration Committee

Committee Members:

Federal D. Glover, Chair Alfredo Pedroza, Vice Chair

*Jeannie Bruins, Carol Dutra-Vernaci, Nick Josefowitz,
Jane Kim, Libby Schaaf, Warren Slocum, Amy R. Worth*

Non-Voting Member: Bijan Sartipi

Wednesday, April 12, 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. [17-2397](#) Minutes of the March 8, 2017 meeting
- Action: Committee Approval
- Attachments: [2a 03-08-2017 Administration Draft Minutes.pdf](#)
-
- 2b. [17-2398](#) Investment Report for February 2017
- Action: Information
- Presenter: Susan Woo
- Attachments: [2b Investment Report February'2017.pdf](#)
-
- 2c. [17-2399](#) MTC Financial Statements for February 2017
- Action: Information
- Presenter: Sonia Elsonbaty
- Attachments: [2c Financial Statement Feb-2017.pdf](#)

2d. [17-2400](#) Monthly Travel Report

Action: Information

Presenter: Sonia Elsonbaty

Attachments: [2d Travel Report Feb-2017.pdf](#)

2e. [17-2402](#) MTC Resolution No. 4240, Revised - FY 2016-17 MTC Agency Budget Amendment

Action: Commission Approval

Presenter: Brian Mayhew

Attachments: [2e Reso-4240 FY2016-17 Budget Amendment.pdf](#)

3. Approval**3a. [17-2405](#) MTC Resolution No. 4277 - FY 2017-18 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreement for Federal Planning Grants.**

A request for approval of the FY 2017-18 OWP, which guides the collaborative metropolitan transportation planning process involving MTC, ABAG, Caltrans, and other local transportation partners and the authorization to enter into agreements for transportation planning funds.

Action: Commission Approval

Presenter: Brian Mayhew

Attachments: [3a Reso-4227 FY2017-18 OWP.pdf](#)

3b. [17-2403](#) Consultant Panel - On-Call Website Operations, Maintenance and Improvement Services: Exygy Inc., Visual Strategies, Symmetrical Designs, MIG Inc. and Civic Resource Group International Inc.

A request for approval of a panel of on-call consultants to provide website operations, maintenance and improvement services on an as-needed basis.

Action: Committee Approval

Presenter: Nick Roethel

Attachments: [3b On-Call Website Bench.pdf](#)

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

The next meeting of the Administration Committee will be held on May 10, 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 #: 17-2397 **Version:** 1 **Name:**
Type: Minutes **Status:** Consent
File created: 3/10/2017 **In control:** Administration Committee
On agenda: 4/12/2017 **Final action:**
Title: Minutes of the March 8, 2017 meeting
Sponsors:
Indexes:
Code sections:
Attachments: [2a_03-08-2017_Administration_Draft_Minutes.pdf](#)

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

Subject:
Minutes of the March 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, March 8, 2017

9:35 AM

Board Room - 1st Floor

Call Meeting to Order

1. Roll Call/Confirm Quorum

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

Absent: 1 - Commissioner Schaaf

Non-Voting Member Absent: Commissioner Sartipi

Ex Officio Voting Member Present: Commission Chair Mackenzie and Commission Vice Chair

Haggerty

Ad Hoc Non-Voting Members Present: Commissioner Aguirre, Commissioner Cortese, Commissioner
Giacopini, and Commissioner Pierce

2. Consent Calendar

Approval of the Consent Calendar

**Upon the motion by Commissioner Halsted and the second by Commissioner
Dutra-Vernaci, the Consent Calendar was unanimously approved by the following
vote:**

Aye: 7 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Glover,
Commissioner Halsted, Commissioner Pedroza, Commissioner Slocum and
Commissioner Worth

Absent: 2 - Commissioner Josefowitz and Commissioner Schaaf

2a. [17-2306](#) Minutes of the February 8, 2017 meeting

Action: Committee Approval

- 2b. [17-2308](#) Investment Report for January 2017
Action: Information
Presenter: Susan Woo
- 2c. [17-2309](#) MTC Financial Statements for January 2017
Action: Information
Presenter: Sonia Elsonbaty
- 2d. [17-2310](#) Monthly Travel Report
Action: Information
Presenter: Sonia Elsonbaty
- 2e. [17-2312](#) Purchase Order - Microsoft Enterprise Volume Licensing Agreement: Software ONE, Inc. (\$555,000)
Action: Committee Approval
Presenter: Nick Roethel
- 2f. [17-2335](#) Contract Amendment - StreetSaver® Software Development, Maintenance & Support: DevMecca.com, LLC (\$500,000)
Action: Committee Approval
Presenter: Sui Tan
- 2g. [17-2235](#) Memorandum of Understanding - Comprehensive Federal and State Transportation Planning and Programming: Caltrans
Action: Committee Approval
Presenter: Alix Bockelman

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

Upon the motion by Commissioner Pedroza and the second by Commissioner Dutra-Vernaci, the Committee unanimously approved the referral of Amendment #2 to the FY2016-17 Association of Bay area Governments (ABAG) Funding Agreement to the Commission for approval. The motion carried by the following vote:

Aye: 7 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Glover, Commissioner Halsted, Commissioner Pedroza, Commissioner Slocum and Commissioner Worth

Absent: 2 - Commissioner Josefowitz and Commissioner Schaaf

- 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

Upon the motion by Commissioner Dutra-Vernaci and the second by Commissioner Halsted, the Committee unanimously approved the referral of the MTC/ABAG Staff Consolidation and Related MTC Employee MOU Recommended Actions to the Commission for approval . The motion carried by the following vote:

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

Absent: 1 - Commissioner Schaaf

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.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2398 **Version:** 1 **Name:**
Type: Report **Status:** Consent
File created: 3/10/2017 **In control:** Administration Committee
On agenda: 4/12/2017 **Final action:**
Title: Investment Report for February 2017
Sponsors:
Indexes:
Code sections:
Attachments: [2b_Investment_Report_February'2017.pdf](#)

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

Subject:
Investment Report for February 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: April 5, 2017

FR: Executive Director

RE: Investment Report for February 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 \$3.9 billion. A breakdown by fund is as follows:

<u>Fund</u>	<u>Market Value (\$ million)</u>	<u>% of Total</u>
BATA Admin	\$ 1,021.5	26.4%
BATA Projects (includes bond proceeds)	984.7	25.5%
BATA Debt Payment	38.6	1.0%
BATA Debt Service Reserve	524.5	13.6%
BATA RM2	264.7	6.8%
MTC	431.8	11.2%
BART Car Exchange Program	333.8	8.6%
AB 1171	41.1	1.1%
FasTrak® (Customer Deposits)	104.1	2.6%
Clipper®	58.9	1.5%
BAHA	46.7	1.2%
SAFE	16.6	0.4%
RAFC	1.9	0.1%
Portfolio Total	<u>\$ 3,868.9</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	50.5%	No limit
Fed Home Loan Mortgage	26.5%	No limit
Fed National Mortgage Association	3.8%	No limit
Fed Farm Credit Bank	1.5%	No limit
Cash	8.4%	No limit
Certificates of Deposit	1.3%	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	1.5%	No limit
Mutual Funds	3.4%	20% Portfolio/10% One Fund
Blackrock (BATA Trustee)	1.1%	Trustee Funds – No limit
Morgan Stanley (BATA Trustee)	1.3%	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	\$ 1,551.7	40%	10%
90 days or less	2,342.9 cumulative	61% cumulative	15%
1 year or less	3,541.6 cumulative	91% cumulative	30%
1-5 years	297.3	8%	
*greater than 5 years	30.0	1%	

* BAAQMD Certificate of Participation matures November 2053

The weighted maturity of the MTC portfolio is 214 days, and 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



MTC
Summary by Type
February 28, 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	0.777	1
MM Funds	2	28,593,319.99	28,593,319.99	0.74	0.491	1
Subtotal	3	28,811,940.10	28,811,940.10	0.75	0.493	1
Fund: AB664 EAST						
Federal Agency Disc. -Amortizing	9	142,950,000.00	142,711,983.35	3.69	0.577	106
Mutual Funds - Custodial	1	80,687.04	80,687.04	0.00	0.480	1
MM Funds	1	6,894,187.62	6,894,187.62	0.18	0.500	1
Subtotal	11	149,924,874.66	149,686,858.01	3.87	0.574	101
Fund: AB664 WEST						
Federal Agency Disc. -Amortizing	7	61,200,000.00	61,094,395.30	1.58	0.583	108
Mutual Funds - Custodial	1	42,328.37	42,328.37	0.00	0.480	1
MM Funds	1	8,894,331.00	8,894,331.00	0.23	0.500	1
Subtotal	9	70,136,659.37	70,031,054.67	1.81	0.572	94
Fund: 5% STATE						
MM Funds	1	14,593,041.22	14,593,041.22	0.38	0.500	1
Subtotal	1	14,593,041.22	14,593,041.22	0.38	0.500	1
Fund: 2% TRANSIT RESERVES FERRY						
Federal Agency Disc. -Amortizing	3	13,190,000.00	13,183,595.60	0.34	0.546	38
Mutual Funds - Custodial	1	12,922.77	12,922.77	0.00	0.480	1
MM Funds	1	5,130,398.75	5,130,398.75	0.13	0.500	1
Subtotal	5	18,333,321.52	18,326,917.12	0.47	0.533	28
Fund: 2% TRANSIT RESERVES STUDIES						
Federal Agency Disc. -Amortizing	3	20,300,000.00	20,282,848.60	0.52	0.545	59
Mutual Funds - Custodial	1	56,534.63	56,534.63	0.00	0.480	1

MTC
Summary by Type
February 28, 2017
Grouped by Fund

Page 2

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	2,505,704.74	2,505,704.74	0.06	0.500	1
Subtotal	5	22,862,239.37	22,845,087.97	0.58	0.540	53
Fund: 90% RAIL RESERVE EAST						
Federal Agency Disc. -Amortizing	8	55,300,000.00	55,216,311.50	1.43	0.585	93
Mutual Funds - Custodial	1	66,948.11	66,948.11	0.00	0.480	1
MM Funds	1	17,161,822.44	17,161,822.44	0.44	0.500	1
Subtotal	10	72,528,770.55	72,445,082.05	1.87	0.565	71
Fund: 90% RAIL RESERVE WEST						
Federal Agency Disc. -Amortizing	4	19,000,000.00	18,981,126.20	0.49	0.530	68
Mutual Funds - Custodial	1	25,292.91	25,292.91	0.00	0.480	1
MM Funds	1	492,737.31	492,737.31	0.01	0.500	1
Subtotal	6	19,518,030.22	19,499,156.42	0.50	0.529	66
Fund: MTC FEEDER BUS						
MM Funds	1	168,810.53	168,810.53	0.00	0.500	1
Subtotal	1	168,810.53	168,810.53	0.00	0.500	1
Fund: MTC EXCHANGE FUND						
MM Funds	1	28,554,422.47	28,554,422.47	0.74	0.500	1
Subtotal	1	28,554,422.47	28,554,422.47	0.74	0.500	1
Fund: BART CAR EXCHANGE PROGRAM						
Federal Agency Coupon Securities	4	60,200,000.00	60,125,491.25	1.55	0.987	495
Federal Agency Disc. -Amortizing	16	273,980,000.00	273,573,593.12	7.07	0.557	93
Mutual Funds - Custodial	1	102,672.91	102,672.91	0.00	0.480	1
Subtotal	21	334,282,672.91	333,801,757.28	8.62	0.635	165
Fund: MTC DISCRETIONARY						
MM Funds	1	24,521.33	24,521.33	0.00	0.500	1
Subtotal	1	24,521.33	24,521.33	0.00	0.500	1

MTC
Summary by Type
February 28, 2017
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: FULL ACCRUAL TRANSPORTPLANNING						
MM Funds	1	3,300.70	3,300.70	0.00	0.500	1
Subtotal	1	3,300.70	3,300.70	0.00	0.500	1
Fund: CLIPPER CAPITAL (MTC)						
MM Funds	1	6,604,315.73	6,604,315.73	0.17	0.500	1
Subtotal	1	6,604,315.73	6,604,315.73	0.17	0.500	1
Fund: CLIPPER 2.0 (MTC)						
MM Funds	1	-675,821.23	-675,821.23 *	-0.02	0.000	1
Subtotal	1	-675,821.23	-675,821.23	-0.02	0.000	1
Fund: CLIPPER OPERATIONS (MTC)						
MM Funds	1	-611,185.74	-611,185.74 *	-0.02	0.000	1
Subtotal	1	-611,185.74	-611,185.74	-0.02	0.000	1
Fund: MTC CAPITAL PROJECTS						
MM Funds	1	1,516,586.38	1,516,586.38	0.04	0.500	1
Subtotal	1	1,516,586.38	1,516,586.38	0.04	0.500	1
Fund: SAFE						
Local Agency Investment Funds	1	107,865.76	107,865.76	0.00	0.777	1
MM Funds	1	5,768,920.71	5,768,920.71	0.15	0.500	1
Subtotal	2	5,876,786.47	5,876,786.47	0.15	0.505	1
Fund: SAFE CAPITAL PROJECTS						
MM Funds	1	10,758,171.19	10,758,171.19	0.28	0.500	1
Subtotal	1	10,758,171.19	10,758,171.19	0.28	0.500	1
Fund: RM2 OPERATING						
MM Funds	1	5,197,946.51	5,197,946.51	0.13	0.500	1
Subtotal	1	5,197,946.51	5,197,946.51	0.13	0.500	1
Fund: UB DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	21,089,513.61	21,089,513.61	0.55	0.400	1

* Pending reimbursement from transit operators

MTC
Summary by Type
February 28, 2017
Grouped by Fund

Page 4

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	1	21,089,513.61	21,089,513.61	0.55	0.400	1
Fund: DEBT SERVICE RESERVE						
Mutual Funds - Trustee	1	15,318,256.38	15,318,256.38	0.40	0.400	1
Municipal Bonds	1	7,000,000.00	7,008,155.19	0.18	0.612	92
Federal Agency Coupon Securities	24	292,400,000.00	291,866,672.73	7.54	0.965	412
Federal Agency Disc. -Amortizing	2	28,100,000.00	28,094,222.70	0.73	0.516	19
Municipal Bonds	5	6,600,000.00	6,601,355.16	0.17	0.242	33
Subtotal	33	349,418,256.38	348,888,662.16	9.02	0.884	349
Fund: BATA 2013 S-4 RESERVE						
Federal Agency Coupon Securities	5	46,900,000.00	46,827,334.00	1.21	0.875	332
Mutual Funds - Trustee	1	526,117.79	526,117.79	0.01	0.480	1
Subtotal	6	47,426,117.79	47,353,451.79	1.22	0.871	328
Fund: BATA 2017 F-1 PROJ FD						
Mutual Funds - Trustee	1	7,456,534.43	7,456,534.43	0.19	0.400	1
Federal Agency Disc. -Amortizing	7	305,000,000.00	304,927,300.00	7.88	0.489	21
Subtotal	8	312,456,534.43	312,383,834.43	8.07	0.487	21
Fund: BATA 2017 F-1 COI						
Mutual Funds - Trustee	1	118,959.92	118,959.92	0.00	0.400	1
Subtotal	1	118,959.92	118,959.92	0.00	0.400	1
Fund: BATA 2017 A-D COI						
Mutual Funds - Trustee	1	306,109.12	306,109.12	0.01	0.400	1
Subtotal	1	306,109.12	306,109.12	0.01	0.400	1
Fund: BATA SUB 2014 S-5 RESERVE						
Federal Agency Coupon Securities	1	1,400,000.00	1,400,106.40	0.04	0.699	170
Mutual Funds - Trustee	1	40,189.97	40,189.97	0.00	0.480	1
Subtotal	2	1,440,189.97	1,440,296.37	0.04	0.693	165
Fund: BATA SUB 2014 S-6 RESERVE						

MTC
Summary by Type
February 28, 2017
Grouped by Fund

Page 5

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: BATA SUB 2014 S-6 RESERVE						
Federal Agency Coupon Securities	3	13,908,000.00	13,902,544.54	0.36	0.667	202
Mutual Funds - Trustee	1	71,621.15	71,621.15	0.00	0.480	1
Subtotal	4	13,979,621.15	13,974,165.69	0.36	0.666	201
Fund: BATA 2010 S-1 RESERVE						
Federal Agency Coupon - Actual	1	10,000,000.00	10,022,690.00	0.26	0.777	257
Federal Agency Coupon Securities	7	40,760,000.00	40,671,847.74	1.05	0.953	413
Federal Agency Disc. -Amortizing	1	100,000.00	99,971.10	0.00	0.443	26
Mutual Funds - Trustee	1	18,959,110.58	18,959,110.58	0.49	0.480	1
Subtotal	10	69,819,110.58	69,753,619.42	1.80	0.799	278
Fund: BONY DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	17,051,048.57	17,051,048.57	0.44	0.480	1
Subtotal	1	17,051,048.57	17,051,048.57	0.44	0.480	1
Fund: BATA 2010 S-2 RESERVE						
Federal Agency Coupon Securities	1	9,600,000.00	9,600,806.40	0.25	0.800	254
Mutual Funds - Trustee	1	11,477,379.71	11,477,379.71	0.30	0.480	1
Subtotal	2	21,077,379.71	21,078,186.11	0.55	0.626	116
Fund: BATA 2010 S-3 RESERVE						
Federal Agency Coupon Securities	2	15,300,000.00	15,297,764.30	0.40	0.735	183
Federal Agency Disc. -Amortizing	1	6,600,000.00	6,598,462.20	0.17	0.545	21
Mutual Funds - Trustee	1	132,461.81	132,461.81	0.00	0.480	1
Subtotal	4	22,032,461.81	22,028,688.31	0.57	0.677	134
Fund: RM2 CAPITAL						
Federal Agency Disc. -Amortizing	10	95,600,000.00	95,494,054.90	2.47	0.526	75
MM Funds	1	9,992,921.15	9,992,921.15	0.26	0.500	1
Mutual Funds - Custodial	3	2,622,749.47	2,622,749.47	0.07	0.487	1
Subtotal	14	108,215,670.62	108,109,725.52	2.80	0.523	66
Fund: BATA REHAB RESERVE						

MTC
Summary by Type
February 28, 2017
Grouped by Fund

Page 6

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: BATA REHAB RESERVE						
Federal Agency Coupon Securities	1	13,100,000.00	13,099,869.00	0.34	0.625	56
Federal Agency Disc. -Amortizing	3	30,200,000.00	30,180,647.00	0.78	0.536	45
Mutual Funds - Custodial	1	40,794.30	40,794.30	0.00	0.480	1
MM Funds	1	889,000.51	889,000.51	0.02	0.500	1
Negotiable CDs	1	30,000,000.00	30,000,870.00	0.78	0.689	45
Subtotal	7	74,229,794.81	74,211,180.81	1.92	0.613	46
Fund: BATA REHAB PROJECTS						
Mutual Funds - Custodial	1	15,242,064.80	15,242,064.80	0.39	0.480	1
MM Funds	1	3,806,302.65	3,806,302.65	0.10	0.500	1
Subtotal	2	19,048,367.45	19,048,367.45	0.49	0.484	1
Fund: BATA - SEISMIC CAPITAL						
Federal Agency Coupon - Actual	1	15,000,000.00	15,030,555.00	0.39	0.656	404
Federal Agency Disc. -Amortizing	17	386,800,000.00	386,641,182.70	9.99	0.493	30
Municipal Bonds	1	4,100,000.00	4,100,772.95	0.11	0.612	33
MM Funds	1	5,641,280.90	5,641,280.90	0.15	0.500	1
Mutual Funds - Custodial	3	10,546,231.02	10,546,231.02	0.27	0.480	1
Subtotal	23	422,087,511.92	421,960,022.57	10.91	0.500	42
Fund: AB 1171 PROJECTS						
Federal Agency Disc. -Amortizing	4	32,900,000.00	32,880,893.00	0.85	0.542	42
Mutual Funds - Custodial	2	95,225.09	95,225.09	0.00	0.527	1
MM Funds	1	8,093,516.53	8,093,516.53	0.21	0.500	1
Subtotal	7	41,088,741.62	41,069,634.62	1.06	0.533	34
Fund: EXPRESS LANES CAPITAL						
Federal Agency Disc. -Amortizing	11	186,200,000.00	185,938,574.60	4.81	0.557	90
MM Funds	1	15,225,637.71	15,225,637.71	0.39	0.500	1
Negotiable CDs	2	20,000,000.00	19,991,950.00	0.52	0.710	84
Mutual Funds - Custodial	3	10,156,588.12	10,156,588.12	0.26	0.480	1

MTC
Summary by Type
February 28, 2017
Grouped by Fund

Page 7

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	17	231,582,225.83	231,312,750.43	5.98	0.563	80
Fund: RM1 BATA ADMIN - SELF INSURED						
Federal Agency Coupon - Actual	2	28,200,000.00	28,300,724.20	0.73	0.845	533
Federal Agency Disc. -Amortizing	11	234,200,000.00	233,915,503.75	6.05	0.536	78
Federal Agency Coupon Securities	6	46,100,000.00	46,084,556.51	1.19	0.806	262
Mutual Funds - Custodial	2	104,647.86	104,647.86	0.00	0.494	1
MM Funds	1	73,824.98	73,824.98	0.00	0.500	1
Subtotal	22	308,678,472.84	308,479,257.30	7.97	0.605	147
Fund: RM1 BATA ADMIN - O&M RESERVE						
Federal Agency Disc. -Amortizing	7	115,300,000.00	115,118,918.20	2.98	0.588	98
Federal Agency Coupon Securities	3	30,000,000.00	29,946,575.00	0.77	0.733	252
Municipal Bonds	1	5,930,000.00	5,932,175.95	0.15	0.612	33
MM Funds	1	76,135.24	76,135.24	0.00	0.500	1
Mutual Funds - Custodial	3	2,012,833.37	2,012,833.37	0.05	0.664	1
Subtotal	15	153,318,968.61	153,086,637.76	3.95	0.618	124
Fund: RM1 BATA ADMIN						
Federal Agency Disc. -Amortizing	19	428,500,000.00	427,798,637.00	11.06	0.577	104
Local Agency Investment Funds	1	235.00	235.00	0.00	0.777	1
Municipal Bonds	1	5,900,000.00	5,900,677.05	0.15	0.614	33
MM Funds	1	16,189,094.30	16,189,094.30	0.42	0.500	1
Mutual Funds - Custodial	3	31,091,875.92	31,091,875.92	0.80	0.480	1
Subtotal	25	481,681,205.22	480,980,519.27	12.43	0.568	93
Fund: RM2 ADMIN RESERVES						
Federal Agency Disc. -Amortizing	10	131,500,000.00	131,308,038.00	3.39	0.555	92
Mutual Funds - Custodial	1	1,273,959.40	1,273,959.40	0.03	0.480	1
MM Funds	1	18,819,533.24	18,819,533.24	0.49	0.500	1
Subtotal	12	151,593,492.64	151,401,530.64	3.91	0.548	80
Fund: UNDISTRIBUTED FUNDS						

MTC
Summary by Type
February 28, 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: UNDISTRIBUTED FUNDS						
MM Funds	1	2,147,727.04	2,147,727.04	0.06	0.000 *	1
Subtotal	1	2,147,727.04	2,147,727.04	0.06	0.000	1
Fund: SEISMIC ADMIN						
Mutual Funds - Custodial	2	669,374.02	669,374.02	0.02	0.514	1
MM Funds	1	1,870,821.72	1,870,821.72	0.05	0.500	1
Subtotal	3	2,540,195.74	2,540,195.74	0.07	0.504	1
Fund: FASTRAK						
MM Funds	5	25,150,871.00	25,150,871.00	0.65	0.000 **	1
Mutual Funds - Custodial	1	78,978,434.99	78,978,434.99	2.04	0.081	1
Subtotal	6	104,129,305.99	104,129,305.99	2.69	0.062	1
Fund: CLIPPER						
MM Funds	4	58,944,393.79	58,944,393.79	1.52	0.000 ***	1
Subtotal	4	58,944,393.79	58,944,393.79	1.52	0.000	1
Fund: BAHA OPERATING						
MM Funds	2	3,648,412.84	3,648,412.84	0.09	0.025	1
Subtotal	2	3,648,412.84	3,648,412.84	0.09	0.025	1
Fund: BAHA OWNER'S						
MM Funds	1	384,217.11	384,217.11	0.01	0.000 *	1
Subtotal	1	384,217.11	384,217.11	0.01	0.000	1
Fund: BAHA CAPITAL						
Municipal Bonds	1	30,000,000.00	30,000,000.00	0.78	0.569	13,394
Mutual Funds - Custodial	1	3,174,404.58	3,174,404.58	0.08	0.480	1
MM Funds	1	9,364,973.55	9,364,973.55	0.24	0.500	1
Subtotal	3	42,539,378.13	42,539,378.13	1.10	0.547	9,446
Fund: 375 BEALE STREET (BAHA)						
MM Funds	1	106,400.14	106,400.14	0.00	0.500	1

* Earnings Credit Rate of 0.01%

** Earnings Allowance Rate of 0.35%

*** Earnings Credit Rate of 0.04%

Run Date: 03/16/2017 - 09:31

MTC
Summary by Type
February 28, 2017
Grouped by Fund

Page 9

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	1	106,400.14	106,400.14	0.00	0.500	1
Fund: RAFC						
MM Funds	1	1,858,783.50	1,858,783.50	0.05	0.010	1
Subtotal	1	1,858,783.50	1,858,783.50	0.05	0.010	1
Total and Average	322	3,872,447,973.14	3,868,883,725.33	100.00	0.573	214



MTC
Summary by Issuer
February 28, 2017

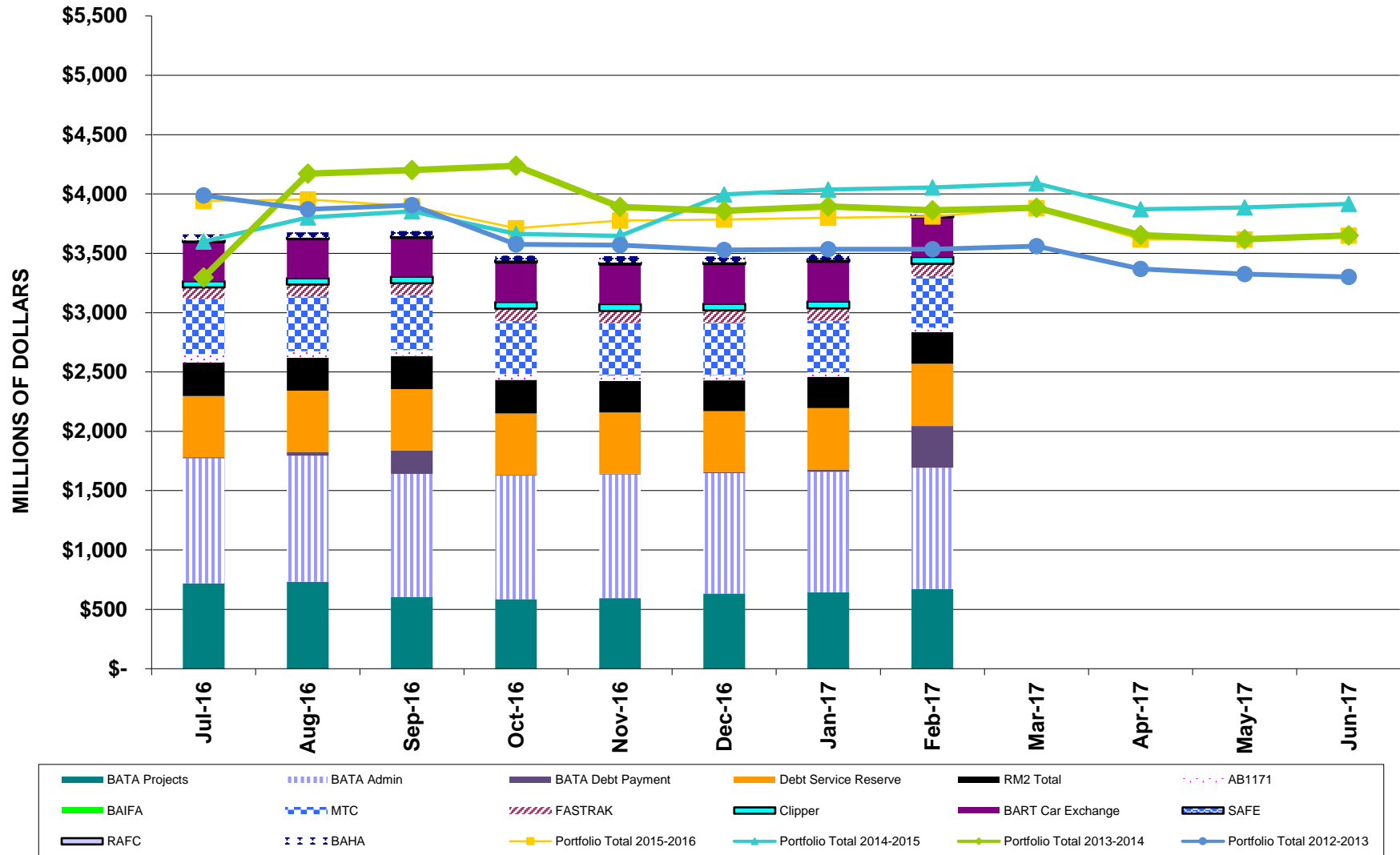
Issuer	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
FASTRAK - PREPAID	1	20,076,361.59	20,076,361.59	0.52	0.000	1
BAY AREA AIR QUALITY MGMT DIST	1	30,000,000.00	30,000,000.00	0.78	0.569	13,394
BLK ROCK T-FUND TRUSTEE	5	44,289,373.46	44,289,373.46	1.14	0.400	1
FASTRAK - PARKING FEES	1	75,787.10	75,787.10	0.00	0.000	1
FASTRAK - VIOLATIONS	1	2,495,684.77	2,495,684.77	0.06	0.000	1
FASTRAK - REFUND	1	1,169,912.84	1,169,912.84	0.03	0.000	1
FASTRAK - FEE ACCOUNT	1	1,333,124.70	1,333,124.70	0.03	0.000	1
CALIFORNIA ASSET MANAGEMENT PR	8	1,164,086.08	1,164,086.08	0.03	0.850	1
EAST BAY MUD	1	7,000,000.00	7,008,155.19	0.18	0.612	92
FED FARM CREDIT BANK	5	58,200,000.00	58,353,499.20	1.51	0.771	418
FED HOME LOAN BANK	121	1,957,140,000.00	1,954,653,624.70	50.52	0.585	99
FED HOME LOAN MTG CORP	71	1,027,548,000.00	1,026,285,405.02	26.53	0.666	188
FED NATIONAL MTG ASSN	17	146,900,000.00	146,925,266.97	3.80	0.528	76
LAIF	3	326,720.87	326,720.87	0.01	0.777	1
LOS ANGELES DEPT WTR & PWR	2	7,400,000.00	7,400,952.46	0.19	0.614	33
MORGAN STANLEY GOVT TRUSTEE	7	48,257,929.58	48,257,929.58	1.25	0.480	1
MORGAN STANLEY GOVT CUSTODY	19	51,184,226.04	51,184,226.04	1.32	0.480	1
SAN FRANCISCO CA AIRPORT COMM	6	15,130,000.00	15,134,028.65	0.39	0.451	33
FASTRAK BLK ROCK TREAS TR FUND	1	78,978,434.99	78,978,434.99	2.04	0.081	1
UBOC CHECKING	2	2,411,313.13	2,411,313.13	0.06	0.010	1
UBOC DISTRICT 4 AND CHANGE FUN	1	2,147,727.04	2,147,727.04	0.06	0.000	1
UBOC INTEREST ON CHECKING	33	231,353,446.47	231,353,446.47	5.98	0.503	1
CLIPPER SETTLEMENT ACCOUNT	1	703,374.11	703,374.11	0.02	0.000	1

MTC
Summary by Issuer
February 28, 2017

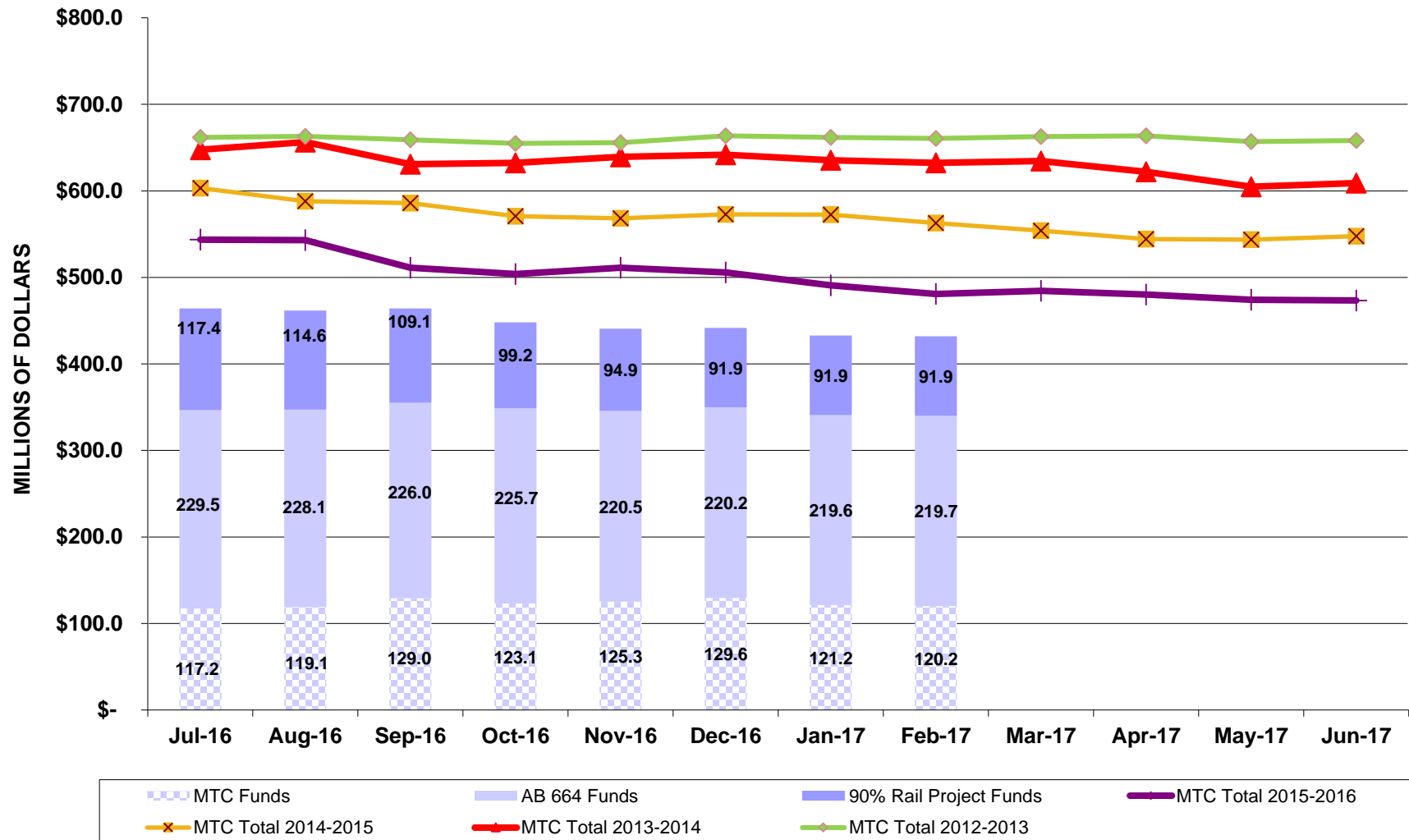
Page 2

Issuer	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
CLIPPER FLOAT ACCOUNT	1	56,958,431.81	56,958,431.81	1.47	0.000	1
CLIPPER PARTICIPANT CLAIM FUND	1	673,644.47	673,644.47	0.02	0.000	1
UBOC BAHA CHECKING	2	3,851,628.12	3,851,628.12	0.10	0.000	1
CLIPPER REFUND ACCOUNT	1	608,943.40	608,943.40	0.02	0.000	1
UNION BANK NA	3	50,000,000.00	49,992,820.00	1.29	0.698	60
CALTRUST GOVERNMENT MONEY MKT	5	25,069,822.57	25,069,822.57	0.65	0.480	1
Total and Average	322	3,872,447,973.14	3,868,883,725.33	100.00	0.573	214

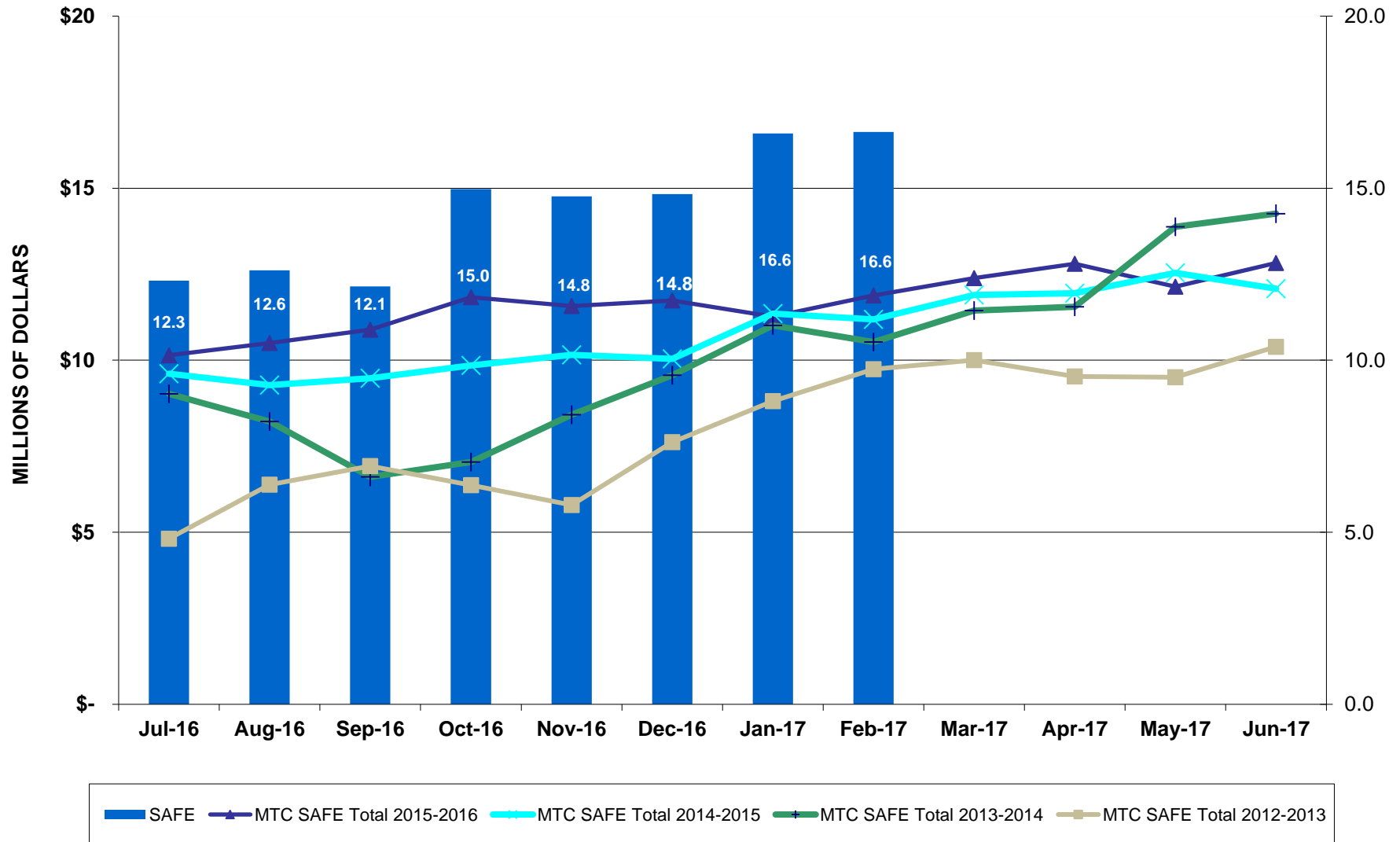
TOTAL PORTFOLIO February 2017



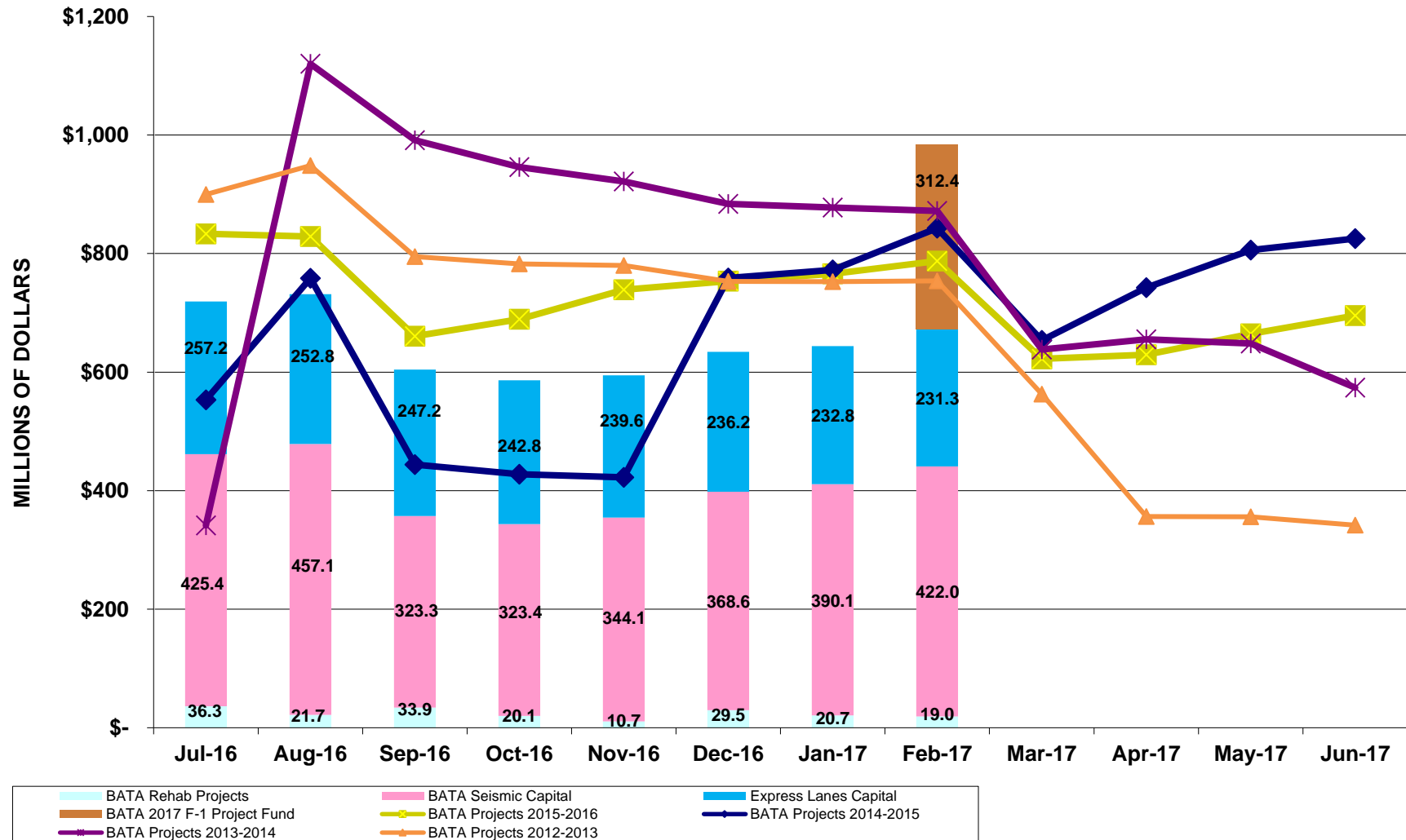
MTC FUNDS February 2017



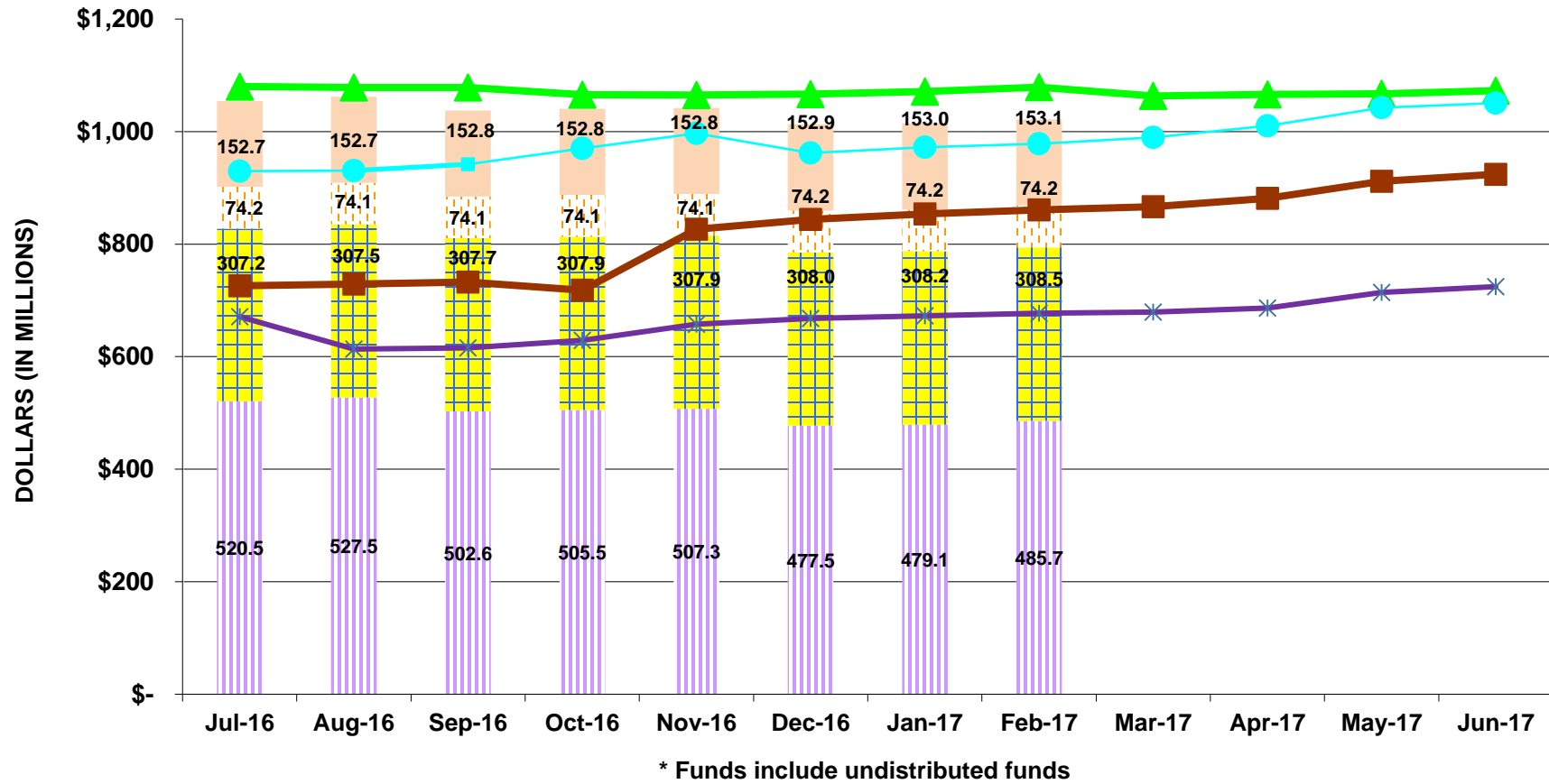
MTC SAFE FUNDS February 2017



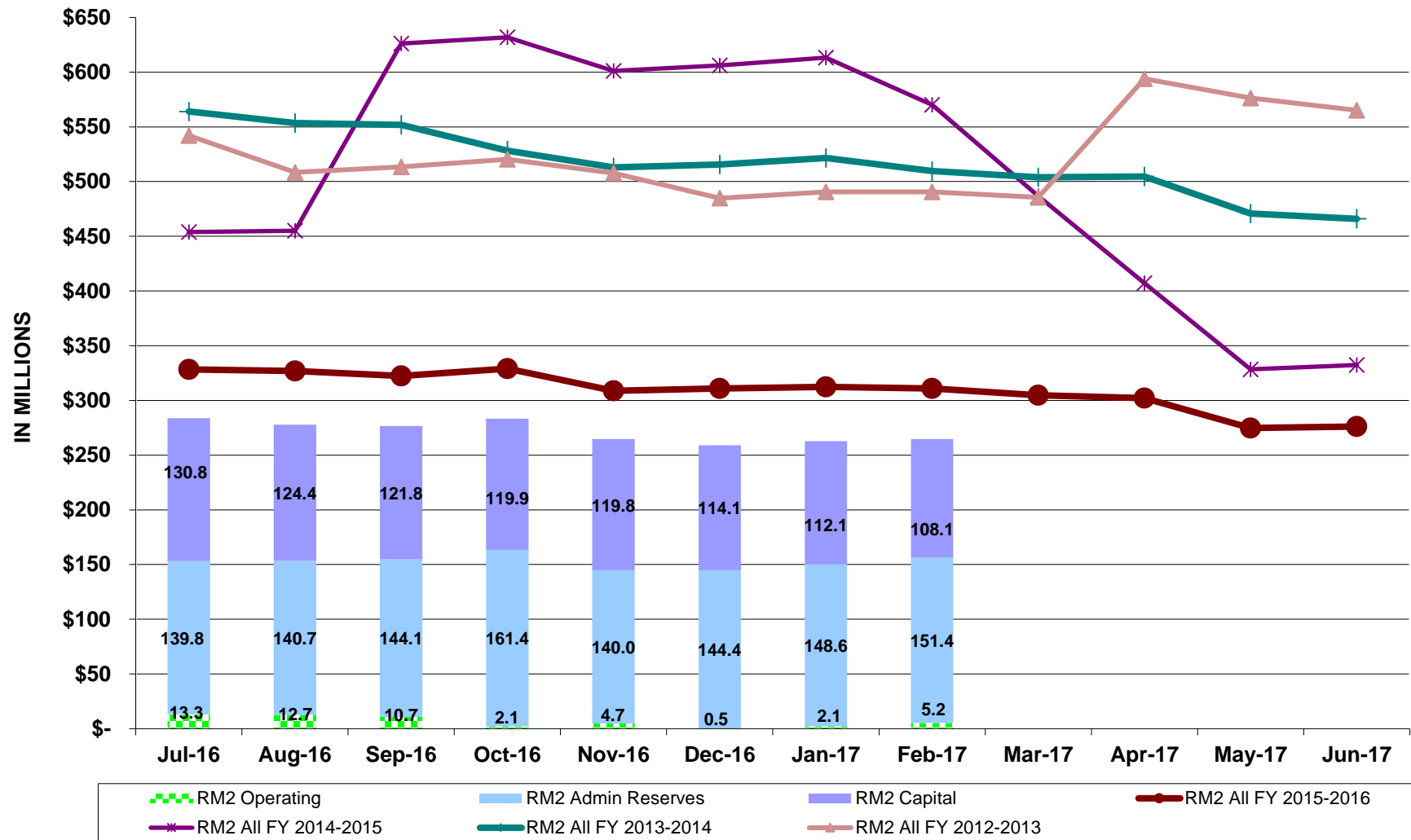
BATA PROJECTS February 2017



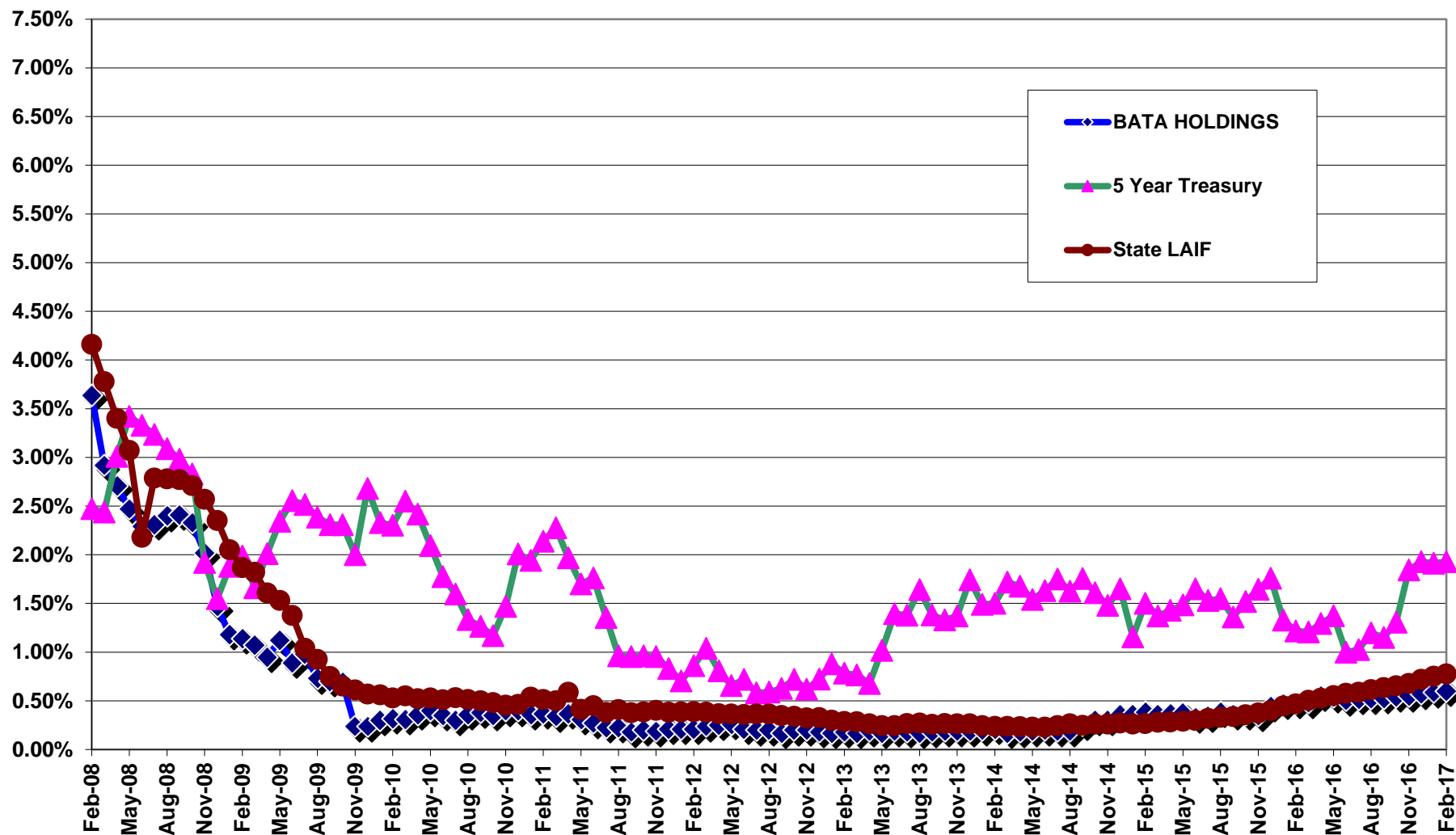
BATA ADMIN February 2017



REGIONAL MEASURE 2 FUNDS February 2017



Investment Rate Benchmarks February 2017 (BATA)





Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2399 **Version:** 1 **Name:**

Type: Report **Status:** Consent

File created: 3/10/2017 **In control:** Administration Committee

On agenda: 4/12/2017 **Final action:**

Title: MTC Financial Statements for February 2017

Sponsors:

Indexes:

Code sections:

Attachments: [2c_Financial_Satement_Feb-2017.pdf](#)

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

Subject:
MTC Financial Statements for February 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: April 5, 2017

FR: Executive Director

RE: MTC Financial Statements for February 2017

Attached please find MTC financial statements for the eight month period ending February 28, 2017.

Major highlights of the eight month period include:

- (1) **Operating Income:** Total operating income for the eight months is trending at 52% with 67% 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 58% for the eight month period, or 67% of the budget year. Contract services are well below budget at 26% which is typical since most of the contracts span multiple years.

Federal Grants: There are eight new grants in the FY 2016-17 budget that 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. The signature is stylized and cursive.

Steve Heminger

OPERATING INCOME
MTC OPERATING BUDGET FOR FY 2016-17
As of February, 2017 (66.7% of year)

	3	4	5	6
	FY 2016-17	Actual	Budget Balance	% of Budget
Operating Revenue	Total Budget	Revenue	Over/(Under)	(col 4/3)
General Fund Revenue:				
TDA	12,500,000	8,867,856	(3,632,144)	70.9%
Interest	20,000	16,568	(3,432)	82.8%
General Fund Total	12,520,000	8,884,424	(3,635,576)	71.0%
Federal Planning Revenue:				
FHWA	8,581,331	5,678,341	(2,902,989)	66.2%
FHWA - SP&R Partnership PL Grant	300,000	21,616	(278,384)	7.2%
Sustainable Transportation Planning Grant	150,000	-	-	0.0%
FTA	6,247,329	2,850,981	(3,396,347)	45.6%
FTA 5304	708,000	-	(708,000)	0.0%
Federal Planning Revenue Total	15,986,659	8,550,939	(7,285,721)	53.5%
State Funding Revenue:				
STIP	742,776	304,337	(438,440)	41.0%
State Revenue Total	742,776	304,337	(438,440)	41.0%
Local Funding Revenue:				
TFCA	1,169,117	156,523	(1,012,594)	13.4%
ABAG	-	23,249	23,249	0.0%
HOV	500,000	273,473	(226,527)	0.0%
Pavement Management	965,000	873,382	(91,618)	90.5%
PTAP Local Match	143,953	58,242	(85,711)	40.5%
BAAQMD	308,749	15,475	(293,274)	5.0%
Misc	1,566,006	707,881	(858,126)	45.2%
Local Funding Total	4,652,826	2,108,225	(2,544,601)	45.3%
Transfers:				
BATA Reimbursement	2,260,798	625,639	(1,635,159)	27.7%
RAFC	74,640	218,718	144,078	293.0%
SAFE	2,329,230	68,461	(2,260,769)	2.9%
BATA 1%	7,297,531	7,297,531	-	100.0%
2% Transit Transfers	452,868	12,758	(440,110)	2.8%
Transfers in - STA	3,331,274	389,302	(2,941,972)	11.7%
Transfer from or (to) Reserve/Capital	6,683,025	1,135,781	(5,547,244)	17.0%
Transfers Total	22,429,366	9,748,190	(12,681,176)	43.5%
Total Operating Revenue	56,331,627	29,596,114	(26,585,513)	52.5%

OPERATING EXPENDITURES
MTC OPERATING BUDGET FOR FY 2016-17
As of February, 2017 (66.7% of year)

	3	4	5	6	7
	FY 2016-17	Actual	Budget Balance	% of Budget	
Operating Expenditures	Total Budget	Expense	Over/(Under)	(col 4/3)	Encumbrance
Salaries & Benefits	23,269,920	14,097,432	(9,172,488)	60.6%	159,683
	-				
Travel & Training	402,000	193,645	(208,355)	48.2%	29,739
Commission Expense					
Commissioner Expense	70,000	65,767	(4,233)	94.0%	-
Advisory Committees	15,000	9,700	(5,300)	64.7%	-
Printing & Graphics	134,100	25,695	(108,405)	19.2%	32,206
Computer Services	1,404,500	1,391,291	(13,209)	99.1%	13,208
General Operations	3,488,624	858,272	(2,630,352)	24.6%	549,907
Total operating	28,784,144	16,641,803	(12,142,341)	57.8%	784,744
Contract Services	27,547,484	7,072,657	(20,474,826)	25.7%	10,537,182
Total Operating Expenditures	56,331,628	23,714,461	(32,617,167)	42.1%	11,321,926

MTC CAPITAL BUDGETS
As of February, 2017 (66.7% of year)

<u>Capital</u>	Total Budget	Actual	Encumbrance	Balance
Transfer from Reserves	\$0	\$0	\$0	\$0
Expense	\$674,032	\$66,145	\$551,847	\$56,041

<u>Hub Signage Program</u>	LTD Total Budget	LTD Actual	Encumbrance	LTD Balance
Prop 1B	9,856,450	9,856,450	-	-
RM2	362,000	158,512	-	203,488
STA	1,333,045	530,908	-	802,137
Real Time Sign - BART	300,000	-	-	300,000
Revenue	\$11,851,495	\$10,545,870	\$0	\$1,305,625
Expense	\$11,851,495	\$9,097,973	\$1,046,422	\$1,707,101

Life to Date Federal Grants Budget
As of February, 2017 (66.7% 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	108,459	3,162,225	9,066,257	1,271,946
1803	511 Grant	7,407,504	-	7,407,504	6,309	1,668,570	4,549,614	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	-	449,538	906,492	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	-	42,354	1,589,494	761,224
1818	Pavement Management	-	1,500,000	1,500,000	-	-	699	1,499,301
1819	511 Traveler Information	-	9,030,000	9,030,000	934,388	23,742	356,258	7,715,612
1820	Freeway Performance Initiative	-	7,200,000	7,200,000	1,000	5,785	85,676	7,107,539
1821	Arterial Operations	-	500,000	500,000	1,000	-	-	499,000
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	\$1,051,156	\$6,177,878	\$23,071,145	\$23,154,628
CMAQ Grants								
1589	Arterial Operations (PASS Program)	\$2,224,676	-	\$2,224,676	242,682	440,697	648,949	\$892,348
1591	Climate Initiatives Program Public Outreach	617,293	-	617,293	20,762	126,167	470,364	-
1592	Climate Initiatives Evaluation	675,067	-	675,067	-	112,797	104,618	457,652
1596	Freeway Performance Initiative	3,838,056	-	3,838,056	1,102,127	322,013	1,504,135	909,781
1800	Incident Management	4,696,797	-	4,696,797	98,545	-	401,161	4,197,091
1804	511 Grant	3,117,361	-	3,117,361	345,352	1,471,360	926,646	374,004
1809	FPI Corridor Studies	2,454,318	-	2,454,318	155,343	61,377	407,144	1,830,453
New	Incident Management	-	10,840,000	10,840,000	-	-	-	10,840,000
1814	Regional Bicycle Sharing Program	1,490,142	-	1,490,142	-	24,525	171,295	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	\$1,964,812	\$2,558,937	\$4,634,311	\$22,183,650
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	-	122,844	356,262	-
1630	JARC	1,667,079	-	1,699,819	-	205,970	1,138,249	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	405,086	-	-	55,343
1668	TIGER (FTA)	460,808	-	460,808	-	170,675	290,134	-
Total FTA Grants		\$36,082,143	-	\$35,852,442	405,086	748,132	\$2,421,073	\$32,278,149
HPP/VPP GRANTS								
Other Grants								
1110	HEPP Travel Model	\$81,843	-	\$81,843	-	-	81,843	-
1112	SHRP2L Travel Analysis	\$522,496	-	\$522,496	-	25,638	460,980	35,878
Total Other Grants		\$604,339	-	\$604,339	-	\$25,638	\$542,824	\$35,878
Total Federal Grants Budget		\$80,128,000	\$41,355,000	\$121,253,299	\$3,421,055	\$9,510,586	\$30,669,353	\$77,652,306

1811 PDA Planning (ABAG)* This grant is fully spent. Will be closed out in FY16/17

CLIPPER OPERATING BUDGET
As of February, 2017 (66.7% of year)

Clipper Operating	Total FY 2016-17 Budget	Actual	Encumbrance	Balance
RM2	2,950,000	1,164,090	-	1,785,910
STP	180,000	-	-	180,000
STA	11,736,461	5,893,384	-	5,843,077
Transit Operators	16,352,529	9,065,525	-	7,287,004
Revenue	\$31,218,989	\$16,122,998	-	\$15,095,991
Expense	\$31,218,989	\$16,122,998	\$15,095,991	\$0

CLIPPER I - CAPITAL BUDGET (Life to Date)
As of February, 2017 (66.7% of year)

Clipper I - Capital	LTD Budget Thru FY 2016-17	Actual	Encumbrance	Project Balance L-T-D
CMAQ	71,495,201	65,298,402	-	6,196,799
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	27,153,403	-	11,882,045
STA	22,159,756	19,689,724	-	2,470,032
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	24,407,151	-	2,457,662
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	\$196,018,680	-	\$45,599,474
Expense	\$241,618,154	\$187,823,258	\$19,392,357	\$34,402,539

CLIPPER II - CAPITAL BUDGET (Life to Date)
As of February, 2017 (66.7% of year)

Clipper II - Capital	LTD Budget Thru FY 2016-17	Actual	Encumbrance	Project Balance L-T-D
STP	4,569,554	3,514,605	-	1,054,949
TCP CMAQ Funds	2,684,772	-	-	2,684,772
Low Carbon Transit Operations (LCTOP)	3,559,290	-	-	3,559,290
BATA	260,000	259,802	-	198
STA	1,047,841	927,655	-	120,186
Revenue	\$12,121,457	\$4,702,062	-	\$7,419,395
Expense	\$12,121,457	\$4,702,062	\$2,596,421	\$4,822,974

DISBURSEMENT REPORT (Non- Federal Funded)
As of February, 2017 (66.7% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Support to the Commission	70,000		50,000	
1051111 - Subtotal	70,000	-	50,000	20,000
Implement Public Information Program	460,000			
Consultants		114,430	95,418	
1051112 - Subtotal	460,000	114,430	95,418	250,152
Regional Transportation Plan	1,608,047			
Ascent Environmental, Inc.		92,591	457,170	
Cambridge Systematics		9,921	(9,921)	
Consultants		218,265	547,238	
Tschudin Consulting Group		42,301	106,206	
1051121 - Subtotal	1,608,047	363,078	1,100,693	144,276
Analyze Regional Data using GIS & Travel Models	4,770,684			
Consultants		112,229	135,047	
Corey, Canapary & Galanis		58,520	126,130	
ETC Institute		1,217,716	1,656,238	
Parsons Brinckerhoff, Inc.		-	85,784	
Redhill Group, Inc.		-	573	
RSG Inc.		14,850	190,150	
1051122 - Subtotal	4,770,684	1,403,315	2,193,922	1,173,447
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.		32,424	417,576	
1051124 - Subtotal	520,000	87,424	432,576	-
Non-Motorized Transportation Activities	284,000			
Consultants		137,970		
1051125 - Subtotal	284,000	137,970	-	146,030

DISBURSEMENT REPORT (Non- Federal Funded)
As of February, 2017 (66.7% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Advocate Legislative Programs	578,100			
Carter, Wetch & Associates		48,021	22,080	
Government Relations		175,400	87,700	
1051132 - Subtotal	578,100	223,421	109,780	244,899
Agency Financial Management	674,244			
Public Financial Managment		238,176	11,824	
Sungard Public Sector		7,122	6,798	
Milliman		568		
PWC		249,244	25,000	
1011152 - Subtotal	674,244	495,110	43,622	135,512
Administrative Services	390,623			
Pathways for High School		93,915	27,955	
PRN Ergonomics		48,300		
CSI Compliance			17,920	
Koff & Associates		33,390	28,933	
1011153 - Subtotal	390,623	175,605	74,808	140,209
Information Technology Services	497,000			
Visual Strategies		57,500	9,150	
Informatix, Inc.		81,611	175,355	
Nexlevel IT Inc.		1,320	11,468	
1011161 - Subtotal	497,000	140,431	195,973	160,597
Performance Measurement and Monitoring	250,852			
CH2M Hill		7,473	16,692	
Consultants		54,103	147,585	
1051212 - Subtotal	250,852	61,576	164,277	24,999
Regional Rideshare Program	1,469,117			
Parsons Brinkerhoff		170,593	990,137	
1051222 - Subtotal	1,469,117	170,593	990,137	308,387

DISBURSEMENT REPORT (Non- Federal Funded)
As of February, 2017 (66.7% 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.		543,000	368,247	
Kimley-Horn & Associates		2,978	40,238	
SAIC		3,097		
1051224 - Subtotal	2,281,083	566,125	801,296	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		101,395	158,487	
1051229 - Subtotal	1,266,881	101,395	158,487	1,006,999
Pavement Management Program (PMP)	1,679,707			
Adhara Systems, Inc.		13,498	18,314	
AMS Consulting LLC		7,145	22,237	
CA State University, Chico			50,000	
Bellecci & Associates		-	9,204	
Capitol Asset & Pavement Services		14,293	18,359	
CH2M Hill		4,989		
Consultants		21,056	9,189	
DevMecca, LLC		605,900	219,120	
Harris & Associates		16,029	13,720	
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	690,188	395,756	593,763

DISBURSEMENT REPORT (Non- Federal Funded)
As of February, 2017 (66.7% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Arterial Operations	154,488			
DKS Associates		17,598	25,335	
Iteris Inc.		14,216	15,214	
Kimley-Horn And Associates		17,226	30,310	
TJKM Transportation		14,104	20,485	
1051234 - Subtotal	154,488	63,144	91,344	-
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			467,000	
FEHR & PEERS Associates		5,250	214,580	
Kettelson & Associates			1,346	
1051237 - Subtotal	1,069,746	5,250	882,735	181,761
Implement Lifeline Transportation Programs	1,270,231			
CH2M Hill		38,332	14,714	
Consultants		89,500	76,250	
Nelson/Nygard		26,858	67,975	
1051311 - Subtotal	1,270,231	154,690	158,939	956,602
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 February, 2017 (66.7% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Regional Assistance Program	276,734			
Pieriott & Associates, LLC		25,000	33,734	
1051514 - Subtotal	276,734	25,000	33,734	218,000
State Programing, Monitoring and TIP Development	314,933			
Consultants		89,776	190,224	
1051515 - Subtotal	314,933	89,776	190,224	34,933
Transit Sustainability Project	1,528,481			
Bay Area Rapid Transit			42,857	
City of Union City			30,000	
Consultants		10,536	154,934	
ECCTA			30,000	
LAVTA			9,703	
Napa Valley Transportation Authority		19,919	10,081	
Nelson Nygaard			6,840	
Solano Transportation Authority		90,000	30,000	
Sonoma County Transit			30,000	
Sonoma County Transportation			5,000	
City of Vacaville			10,000	
Westcat		30,000		
1051517 - Subtotal	1,528,481	150,455	359,415	1,018,611
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	
City of Santa Clara			60,000	
Toole Design Group		-	52,991	
1051611 - Subtotal	2,411,804	1,292,212	1,033,539	86,053

DISBURSEMENT REPORT (Non- Federal Funded)
As of February, 2017 (66.7% 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		18,550	65,251	
Orrick Herrington		108,745	141,255	
Glynn and Finley		17,623	107,602	
Meyers Nave		5,284	29,032	
Schiff Hardin LLP		-	16,386	
Renne Sloan Holtzman Sakalili		308	68,939	
1060000 - Subtotal	1,169,927	150,509	428,466	590,952
	249,780			
Ceridian		6,257		
Dell Marketing		103,289		
Gov Delivery Inc.		5,669		
1011998/1999 - Subtotal	249,780	115,215	-	134,565
Total Operating Contract Services	27,547,483	7,072,657	10,537,182	9,937,886

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of February, 2017 (66.7% of year)

Work Element/Consultant	Expended	Encumbered
Regional Transportation Plan		
Consultants	25,638	322,414
San Francisco Transportation Authority		220,410
1051122 - Subtotal	25,638	542,824
Parsons Brinkerhoff	647,495	1,739,901
Alameda County Transportation authority		70,000
Consultants		70,000
Solano Transportation Authority	23,742	216,258
1051222 - Subtotal	671,237	2,096,159
Support Regional Traveler Information Services		
Kimley-Horn and Associates	10,028	115,656
1051223 - Subtotal	10,028	115,656
Regional Traffic Information Services		
Civic Resource Group	913,458	1,133,527
Consultants	36,430	
Faneuil, Inc.		741,060
Iteris, Inc.	1,548,215	1,520,217
Kimley-Horn & Associates	22,987	269,172
SAIC	23,901	
1051224 - Subtotal	2,544,991	3,663,976
Pavement Management Program (PMP)		
Adhara Sysems, Inc.	104,187	141,352
AMS Consulting LLC	55,148	171,631
Bellecci & Assocaites		71,036
Capitol Asset & Pavement Services	110,316	141,700
Consultants	162,518	70,925
Harris & Associates	123,717	105,896
JG3 Consulting	17,263	19,919
Nichols Consulting Engieners	23,133	227,731
Quality Engineering Solutions	15,773	27,226
1051233 - Subtotal	612,055	977,416

DISBURSEMENT REPORT - (Funded by Federal Grants)

As of February, 2017 (66.7% of year)

Work Element/Consultant	Expended	Encumbered
Arterial Operations		
Consultants		140,000
County of Santa Clara		567,000
DKS Associates	139,517	154,299
DKS Associates	13,470	83,440
City of Fremont	15,484	562,454
Iteris Inc.	139,694	266,498
Kimly-Horn and Associates	4,900	1,045,100
Kimly-Horn and Associates	90,858	184,561
LAVTA	8,500	191,500
TJKM Transportation	98,626	173,185
TJKM Transportation		60,000
Valley Transportation Authority	68,400	88,297
1051234 - Subtotal	579,449	3,516,334
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	5,250	45,334
Kimly Horn Associates	150,708	289,525
Kittelson & Associates	97,655	52,294
Parsons Brinckerhoff, Inc.	5,785	85,676
Transportation Mobility Solutions	18,026	151,974
1051237 - Subtotal	292,777	719,064
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	1,311	54,755
1051310 - Subtotal	181,135	960,796

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of February, 2017 (66.7% of year)

Work Element/Consultant	Expended	Encumbered
Implement Lifeline Transportation Program		
Daly City		41,461
Marin Transit	3,160	285,275
Outreach	119,684	70,987
Peninsula Family Services	24,836	177,453
Peninsula Family Services	41,721	
1051311 - Subtotal	189,401	575,176
Lifeline Planning		
Alta Planning and Design	95,382	355,397
Civic Resource Group		653
ICF Consulting	80,998	175,659
Toole Design Group	24,525	171,295
1051413 - Subtotal	200,905	703,004
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 February, 2017 (66.7% 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	201,507
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	7,052,770
Fund 190 CMA PLANNING	2,643,731	8,459,915
Total Federal Grant Funded	9,510,586	30,669,353

CAPITAL PROJECTS DISBURSEMENT REPORT
As of February, 2017 (66.7% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Capital Expenditures	674,032	66,145	551,847	
Subtotal	\$674,032	\$66,145	\$551,847	\$56,041
Hub Signage Program	11,851,495			
Staff Costs		1,346,268		
Consultants		969,990	10,897	
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	\$9,097,973	\$1,046,422	\$1,707,101
Capital Projects Total	\$12,525,527	\$9,164,117	\$1,598,268	\$1,763,141

CLIPPER PROJECTS DISBURSEMENT REPORT
As of February, 2017 (66.7% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Clipper Operating	31,218,989			
Staff Costs		1,084,520	791,147	
AC Transit		142,800	107,000	
Caribou Public Relations		65,850	134,150	
Consultants		550,310	285,255	
Cubic Transportation systems		13,653,683	13,145,538	
Moore, Iacofano, Goltsman		185,854	364,146	
Nematode Holdings LLC		180,973	98,923	
Resource Development Association		121,750	58,250	
Synapse Strategies		137,258	111,582	
320122116 Clipper Operating Expenses	\$31,218,989	\$16,122,998	\$15,095,991	\$0
Clipper I - Capital	241,618,154			
Staff costs		10,853,475		
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		1,643,385		
CH2M Hill Inc.				
Cornerstone Transp. Consulting		110,119		
Cubic Transportation Systems		79,519,094	14,454,741	
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 February, 2017 (66.7% 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		2,263,000	32,535	
VenTek Transit, Inc.		679,399	737,926	
Water Emergency Transportation Authority		127,867		
RM2 Capital construction		16,469,146	2,937,184	
310 Clipper Capital I - Total Expenses	\$241,618,154	\$187,823,258	\$19,392,357	\$34,402,539
Clipper II- Capital	12,121,457			
Staff Costs		2,053,484		
IBI Group		1,886,275	1,713,725	
Consultants		250,722	214,096	
CH2M Hill Clipper Consultants		461,903	668,600	
Invoke Technologies		49,678		
312 Clipper II - Total Expenses	\$12,121,457	\$4,702,062	\$2,596,421	\$4,822,974

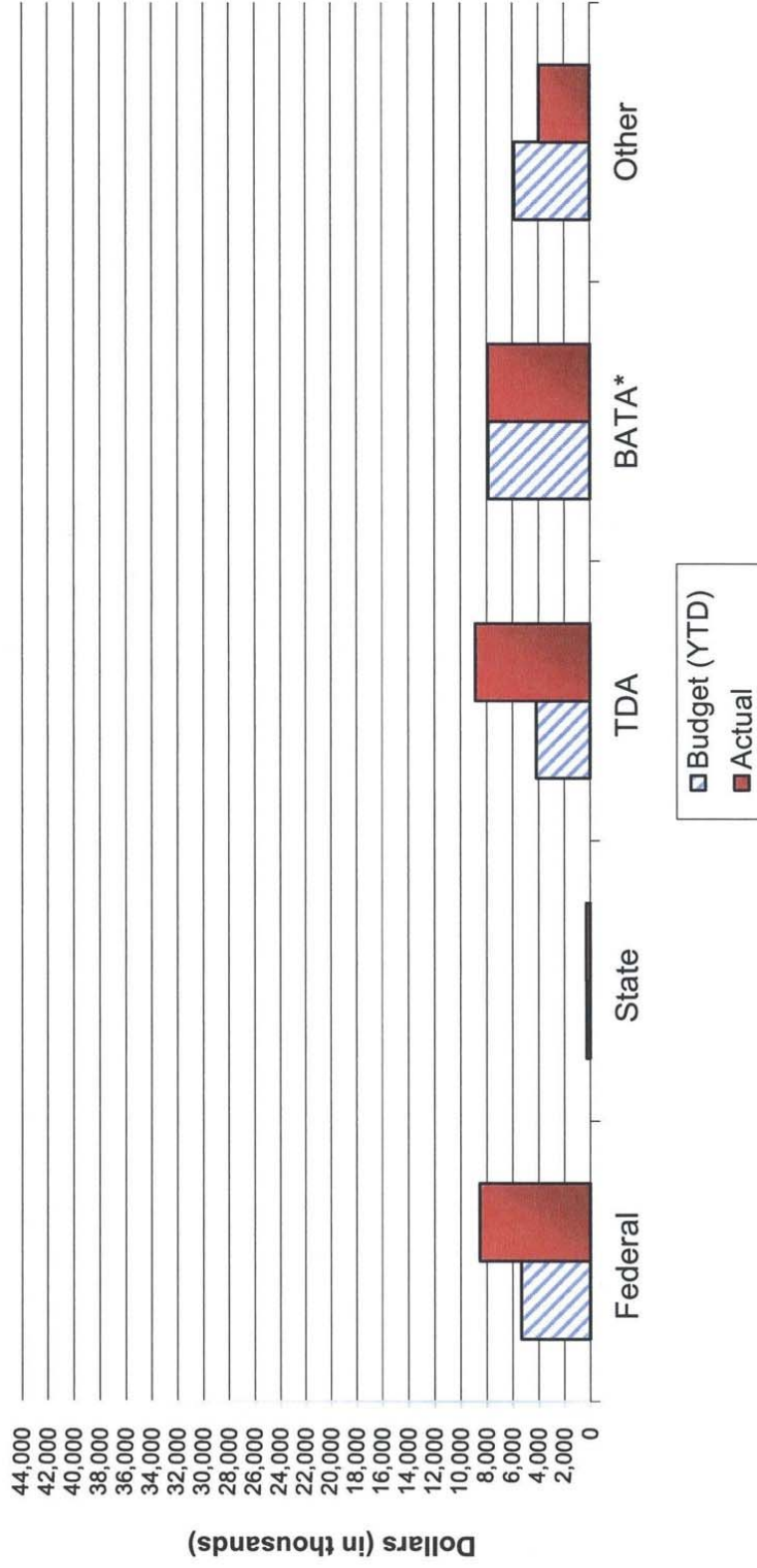
PURCHASE ORDERS EXECUTED BY EXECUTIVE DIRECTOR
\$2,500-\$200,000

		As of February, 2017
Performance Based		\$20,000
	<i>Ergonomic Evaluation Services</i>	
Extensis Products		\$3,360
	<i>Software License Renewal</i>	
Asana Inc.		\$12,665
	<i>Software License Renewal</i>	
KIS Computer Center		\$35,000
	<i>Desktop Installation Temporary Staff</i>	
PCM ales Inc.		\$2,701
	<i>Computer Hardware</i>	
Citilabs		\$19,530
	<i>Software License Renewal</i>	
ESRI Inc.		\$2,500
	<i>Software License Renewal for GIS</i>	
Costar Group Inc.		\$15,397
	<i>Software License Renewal</i>	
Miguel A. Osorio		\$3,360
	<i>Graphic Services Temporary Staff</i>	

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

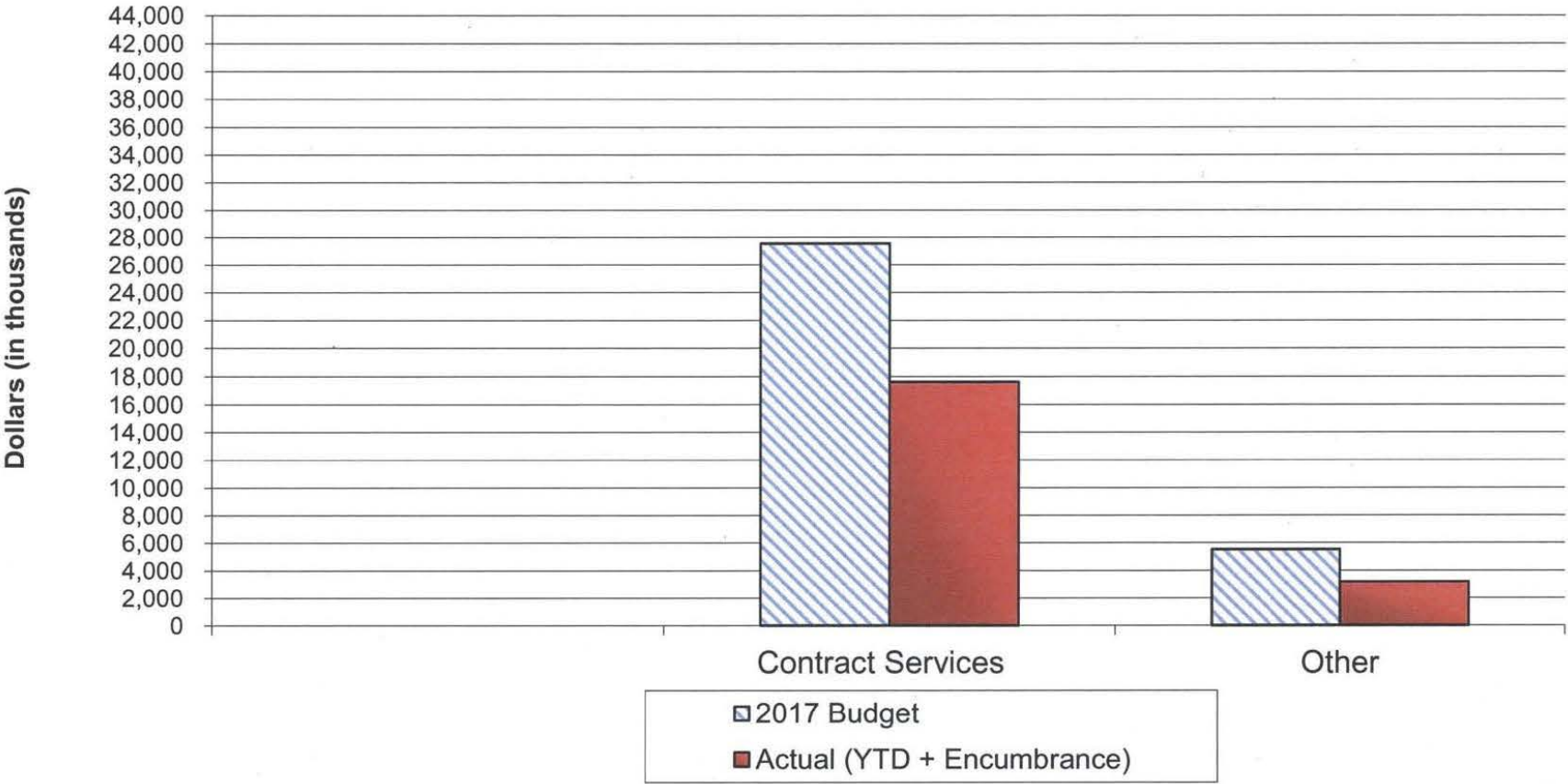
Consultant	Purpose	As of February, 2017
URS Corporation	On Call Designs	\$50,000

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

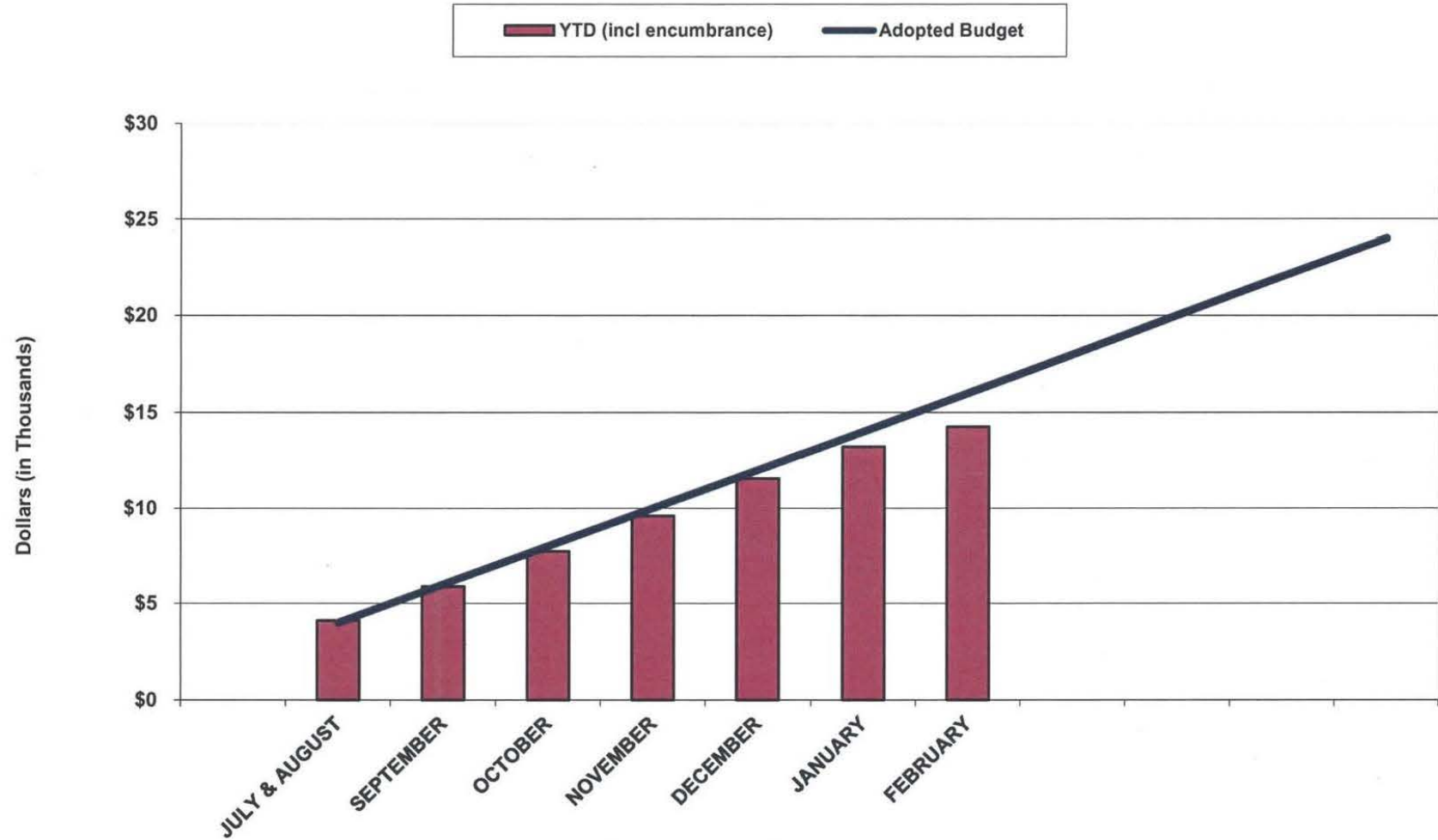


* Annual

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



Budget vs Actual Plus Encumbrance Salaries & Benefits





Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2400 **Version:** 1 **Name:**

Type: Report **Status:** Consent

File created: 3/10/2017 **In control:** Administration Committee

On agenda: 4/12/2017 **Final action:**

Title: Monthly Travel Report

Sponsors:

Indexes:

Code sections:

Attachments: [2d_Travel_Report_Feb-2017.pdf](#)

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

Subject:
Monthly Travel Report

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: April 5, 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

Commissioners Jake Mackenzie, James Sperling, Amy Worth, and Julie Pierce travelled to Washington, DC in the month of March 2017.

Budget Report

As outlined in Attachment 1, actual travel expenses for all combined MTC travel funds are below budget at 41% as of February 2017 with 67% of the budget year elapsed.



Steve Heminger

SH:bm
Attachment

Travel Report
As of February, 2017 (66.7% of year)

FUND	Budget	YTD Actual	% of Budget
MTC	194,400	85,937	44%
BATA	179,200	86,673	48%
SAFE	17,000	3,796	22%
Clipper	53,000	7,443	14%
Total	443,600	183,848	41%



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2402 **Version:** 1 **Name:**
Type: Resolution **Status:** Consent
File created: 3/10/2017 **In control:** Administration Committee
On agenda: 4/12/2017 **Final action:**
Title: MTC Resolution No. 4240, Revised - FY 2016-17 MTC Agency Budget Amendment
Sponsors:
Indexes:
Code sections:
Attachments: [2e Reso-4240 FY2016-17 Budget Amendment.pdf](#)

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

Subject:
MTC Resolution No. 4240, Revised - FY 2016-17 MTC Agency Budget Amendment

Presenter:
Brian Mayhew

Recommended Action:
Commission Approval



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: April 5, 2017

FR: Executive Director

W. I. 1152

RE: MTC Resolution No. 4240, Revised - FY 2016-17 MTC Agency Budget Amendment

Attached for your review and referral to the Commission for approval is Resolution No. 4240, Revised, amending the MTC budget for FY 2016-17. The budget changes are detailed in Attachment A and include the following:

1. Asset Management: Add \$500,000 to the Transportation Asset Management project funded by StreetSaver[®] sales in the MTC operating budget (Attachment A).
2. Clipper Operations: Add \$2 million in revenue from SFMTA to fund operations (Attachment C).
3. Clipper Capital:
 - Add \$16.2 million in FTA funds passed through from Golden Gate Bridge Highway and Transportation District;
 - Reduce the Low Carbon Transit Operation Program revenue by \$2.5 million; and
 - Reduce the Clipper 1 capital budget by \$1.9 million to align revenue and expenses to actuals.

Recommendation

Staff recommends that this Committee forward MTC Resolution No. 4240, Revised, to the Commission for approval.



Steve Heminger

Date: June 22, 2016
W.I.: 1152
Referred By: Administration
Revised: 09/28/16-C
01/25/17-C
04/26/17-C

ABSTRACT

Resolution No. 4240, Revised

This resolution approves the Agency Budget for FY 2016-17.

This resolution was revised on September 28, 2016 for budget changes. The changes include the addition of \$1.2 million in revenue and expenses to the MTC operating budget and \$6.2 million to the Clipper 2 capital budget.

This resolution was revised on January 25, 2017 for budget changes. The changes include the addition of \$1.4 million in revenue and expenses to the MTC operating budget and \$847,000 to the grants budget. Prior fiscal year encumbrances of \$9 million were also brought forward to FY'2016-17.

This resolution was revised on April 26, 2017 for budget changes. The net changes include the addition of \$2 million in revenue and expenses to the Clipper operating budget and a reduction of \$.8 million to Clipper 1 capital budget and an addition of \$12.6 to Clipper 2 capital budget. An additional \$500,000 was included in MTC's operating budget funded by StreetSaver® sales.

Further discussion of the agency budget is contained in the MTC Executive Director's memoranda to the Administration Committee dated June 1, 2016, September 7, 2016, January 4, 2017, and April 5, 2017. A budget is attached as Attachments A, B and C.

Date: June 22, 2016
W.I.: 1152
Referred By: Administration

Re: Metropolitan Transportation Commission's Agency Budget for FY 2016-17

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4240

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

WHEREAS, on April 27, 2016 the Commission approved MTC's Overall Work Program (OWP) for Fiscal Year 2016-17 with the adoption of MTC Resolution No. 4224; and

WHEREAS, the OWP identifies MTC's unified work program for FY 2016-17; and

WHEREAS, the final draft MTC Agency Budget for FY 2016-17 as reviewed and recommended by the Administration Committee is consistent with the OWP as adopted pursuant to MTC Resolution No. 4224; now, therefore, be it

RESOLVED, that MTC's Agency Budget for FY 2016-17, prepared in accordance to generally accepted accounting principles and modified accrual, attached hereto as Attachment A, and incorporated herein as though set forth at length, is approved; and, be it further

RESOLVED, that MTC delegates to its Administration or Operations Committees the authority to approve all contracts and expenditures in MTC's Agency Budget for FY 2016-17, providing that there shall be no increase in the overall budget without prior approval of the Commission; and, be it further

RESOLVED, that MTC's Executive Director, or the responsible MTC staff person designated by the Executive Director, shall submit written requests to the Administration or Operations Committees for approval of consultants, professional services, and expenditures authorized in the MTC Agency Budget for FY 2016-17; and, be it further

RESOLVED, that MTC's Executive Director, and the Chief Financial Officer are authorized to carry over and re-budget all grants, contracts and funds properly budgeted in the prior year for which expenditures were budgeted and encumbered and which will take place in FY 2016-17; and, be it further

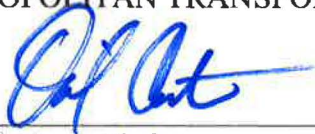
RESOLVED, that the Commission authorizes that the use of funds from the general fund for cash flow purposes, as an advance on authorized expenditures until the expenditures have been reimbursed; and, be it further

RESOLVED, that the Commission authorizes the designation of certain reserves for FY 2016-17 as follows: Benefits, Liability, Compensated leave, Encumbrances, Building, and Fixed Asset Replacement. The Chief Financial Officer is authorized to set aside a \$500,000 liability reserve and establish a \$750,000 contract budget against the liability reserve. The Chief Financial Officer is authorized to utilize the funds in the Benefits Reserve to meet any obligations resulting from the requirements of or changes in the employee labor agreements. No additional expenditures shall be authorized from any designated reserves authorized by MTC's Agency Budget for FY 2016-17 without prior authorization of the Administration Committee; and, be it further.

RESOLVED, that the total of full time regular and project employees is established at 232 and will not be increased without approved increase to the appropriate FY 2016-17 budget and that the Executive Director or Designee is authorized to manage all contract, hourly or agency employees within the authorized FY 2016-17 budgets; and, be it further

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

METROPOLITAN TRANSPORTATION COMMISSION



Dave Cortese, Chair

The above resolution was entered into by
the Metropolitan Transportation Commission
at a regular meeting of the Commission
held in San Francisco, California on June 22, 2016.

Date: June 22, 2016
W.I.: 1152
Referred by: Administration
Revised: 09/28/16-C
01/25/17-C
04/26/17-C

Attachments A, B, C
Resolution No. 4240, Revised

METROPOLITAN TRANSPORTATION COMMISSION

AGENCY BUDGET

FY 2016-17

TABLE OF CONTENTS

	<u>Page</u>
Budget Summary	1
Revenue Detail	2
Expense Summary	5
Contractual Services	6

METROPOLITAN TRANSPORTATION COMMISSION

BUDGET FY 2016-17

Attachment A

SUMMARY

PART 1: OPERATING REVENUE-EXPENSE SUMMARY

	Amended 2 BUDGET FY 2016-17	Amended 3 BUDGET FY 2016-17	Change % Inc./(Dec)	Change \$ Inc./(Dec)
General Planning Revenue	\$25,896,270	\$25,896,270	0%	\$0
Other MTC Revenue	1,207,933	1,207,933	0%	0
Transfers from other Funds	18,238,661	18,238,661	0%	0
Local Revenue Grants	2,915,412	3,415,412	17%	500,000
Total Operating Revenue	\$48,258,277	\$48,758,277	1%	\$500,000
Total Operating Expense	\$47,356,496	\$47,856,495	1%	\$499,999
Operating Surplus (Shortfall)	\$901,781	\$901,782	0%	\$1
Total Operating Revenue - Prior Year	\$8,975,132	\$8,975,132	0%	\$0
Total Operating Expense - Prior Year	\$8,975,132	\$8,975,132	0%	\$0
Operating Surplus (Shortfall)- Prior year	\$0	\$0	0%	\$0
Total Operating Surplus (Shortfall)	\$901,781	\$901,782	0%	\$1

PART2: CAPITAL PROJECTS REVENUE-EXPENSE SUMMARY

Total Annual Capital Revenue	\$0	\$0	0%	\$0
Total Annual Capital Expense	\$600,000	\$600,000	0%	\$0
Capital Surplus(Shortfall)	(\$600,000)	(\$600,000)	0%	\$0
TOTAL FISCAL YEAR SURPLUS (SHORTFALL)	\$301,781	\$301,782	0%	\$1

PART3: CHANGES IN RESERVES

Transfer To Designated Reserve	\$0	\$0		
Net MTC Reserves - in(out)	\$301,781	\$301,782	0%	\$1
Current Year Ending Balance	\$0	\$0		

REVENUE DETAIL

	Amended 2 BUDGET FY 2016-17	Amended 3 BUDGET FY 2016-17	Change % Inc./(Dec)	Change \$ Inc./(Dec)
General Planning Revenue				
FTA Section 5303	\$3,367,898	\$3,367,898	0%	\$0
FTA 5303 carryover FY'16	974,911	974,911	0%	0
FTA 5304	708,000	708,000	0%	0
Sustainable Transportation Planning Grant	150,000	150,000	0%	0
FHWA SP&R - SACOG	300,000	300,000	0%	0
FHWA 1/2 % PL	7,895,439	7,895,439	0%	0
FHWA PL carryover FY'16	22	22	0%	0
TDA (Planning/Administrative)	12,500,000	12,500,000	0%	0
Subtotal: General Planning Revenue	\$25,896,270	\$25,896,270	0%	\$0
Other MTC Revenue				
STIP-PPM	\$687,933	\$687,933	0%	\$0
HOV lane fines	500,000	500,000	0%	0
Interest	20,000	20,000	0%	0
Subtotal: MTC Other Revenue	\$1,207,933	\$1,207,933	0%	\$0
Operating Transfers				
BATA 1%	\$7,297,531	\$7,297,531	0%	\$0
Transfer BATA RM2	1,230,000	1,230,000	0%	0
BATA Reimbursements (Audit/misc. contracts)	862,550	862,550	0%	0
Express Lanes	0	0	0%	0
RAFC Management Services	74,640	74,640	0%	0
Service Authority Freeways Expressways (SAFE)	879,396	879,396	0%	0
Exchange Fund Transfer	0	0	0%	0
STA Transfer	2,922,602	2,922,602	0%	0
2% Transit Transfers	415,070	415,070	0%	0
Express Lanes - Overhead	617,063	617,063	0%	0
Grant Funded - Overhead	1,947,116	1,947,116	0%	0
Capital Programs - Overhead	1,992,693	1,992,693	0%	0
Subtotal: Transfers from other funds	\$18,238,661	\$18,238,661	0%	\$0
MTC Total Planning Revenue	\$45,342,865	\$45,342,865	0%	\$0
Local Revenue Grants				
Misc. Revenue (PMP Sales)	\$965,000	\$1,465,000	52%	\$500,000
ACTC	8,849	8,849	0%	0
MPO	90,000	90,000	0%	0
TFCA (Regional Rideshare), Spare the Air	1,000,000	1,000,000	0%	0
SCAG/SACOG/SANDAG	185,250	185,250	0%	0
BAAQMD	308,749	308,749	0%	0
Cities	357,564	357,564	0%	0
Subtotal: Local Revenue Grants	\$2,915,412	\$3,415,412	17%	\$500,000
Total Current Year Revenue	\$48,258,277	\$48,758,277	1%	\$500,000
MTC Prior Year Project Revenue				
Prior Year Project Revenue - Federal/State				
FTA 5303	1,904,520	1,904,520		
FHWA	685,870	685,870		
State Transit Assistance (STA)	408,672	408,672		
Subtotal:	\$2,999,061	\$2,999,061		
Prior Year Project Revenue - Local				
General Fund	3,027,933	3,027,933		
Transportation Funds for Clean Air (TFCA)	169,117	169,117		
Service Authority for Freeways/Expressways (SAFE)	1,449,834	1,449,834		
PTAP LM	143,953	143,953		
PPM	54,843	54,843		
RM2/BATA Reimb.	168,248	168,248		
SFMTA	504,585	504,585		
AB 664	0	0		
local Cities/Agencies	419,759	419,759		
2% Transit	37,798	37,798		
Subtotal:	\$5,976,071	\$5,976,071		
Total Prior Year Project Revenue	\$8,975,132	\$8,975,132		

**EXPENSE SUMMMARY
BUDGET FY 2016-17**

	Amended 2 BUDGET FY 2016-17	Amended 3 BUDGET FY 2016-17	Change % Inc./(Dec)	Change \$ Inc./(Dec)
Operating Expense				
I. Salaries and Benefits	\$23,938,099	\$23,251,740	-3%	(\$686,359)
MTC Staff - Regular	\$21,832,166	\$21,145,807	-3%	(\$686,359)
OPEB	1,914,326	1,914,326	0%	0
Temporary Staff	168,258	168,258	0%	0
Project Based Staff & LGS	0	0	0%	0
Hourly /Interns	23,349	23,349	0%	0
II. Travel and Training	\$402,000	\$402,000	0%	\$0
III. Printing, Repro. & Graphics	\$134,100	\$134,100	0%	\$0
IV. Computer Services	\$1,404,500	\$1,404,500	0%	\$0
V. Commissioner Expense	\$70,000	\$70,000	0%	\$0
VI. Advisory Committees	\$15,000	\$15,000	0%	\$0
VII. General Operations	\$3,488,624	\$2,838,624	-19%	(\$650,000)
Subtotal Staff Cost	\$29,452,323	\$28,115,964	-1%	(\$1,336,358)
IX. Contractual Services	\$17,904,173	\$19,740,531	10%	\$1,836,358
Total Operating Expense Current Year	\$47,356,496	\$47,856,495	1%	\$500,000
IX. Contractual Services - Prior Year	\$8,975,132	\$8,975,132	0%	\$0
Total Operating Expense	\$56,331,628	\$56,831,627	1%	\$500,000

CAPITAL PROJECTS

	Amended 2 BUDGET FY 2016-17	Amended 3 BUDGET FY 2016-17	Change % Inc./Dec)	Change \$ Inc./Dec)
Annual Transfer from Reserve to Capital	\$0	\$0	0%	\$0
Annual Capital Expense	\$600,000	\$600,000	0%	\$0
Hub Signage Program	LTD Budget Thru FY 2016-17	Amended BUDGET FY 2016-17		LTD Budget Thru FY 2016-17
Revenue				
Prop. 1B	\$9,856,450	\$0		\$9,856,450
RM2	362,000	0		362,000
Real Time Sign - BART	0	0		0
Real Flap Sign - STA	1,633,045	0		1,633,045
	\$11,851,495	\$0		\$11,851,495
Expense				
Staff	\$1,351,745	\$0		\$1,351,745
Consultants	10,499,750	0		10,499,750
	\$11,851,495	\$0		\$11,851,495

CONTRACTUAL SERVICES DETAIL
New Contractual and Professional Services

Work Element	Description/Purpose	Amended 2 BUDGET FY 2016-17	Amended 3 BUDGET FY 2016-17	Change \$ Inc./(Dec)
1111	Support Commission Standing Committees			
	Planning Programs - Other	\$100,000	\$100,000	\$0
	TOTAL	\$100,000	\$100,000	\$0
1112	Implement Public Information Program			
	LWV Monitor	\$25,000	\$25,000	\$0
	Photography services for MTC/BATA	60,000	60,000	0
	Design & Production Services	100,000	100,000	0
	On-call Facilitation and Outreach	35,000	35,000	0
	PDA Communication	0	0	0
	Digital Promotion & Analysis	20,000	20,000	0
	On call Video Services	25,000	25,000	0
	Bike to Work Program	0	0	0
	Climate Initiatives	25,000	25,000	0
	Awards Program	55,000	55,000	0
	MTC web integration/portal	100,000	100,000	0
	TOTAL	\$445,000	\$445,000	\$0
1121	Plan Bay Area			
	Develop Public Involvement	\$170,000	\$170,000	\$0
	Design of Draft PBA 2040 Report	0	0	0
	Economic Analysis Related to PBA	35,000	35,000	0
	Event Expenses	90,000	90,000	0
	CBO Outreach	50,000	50,000	0
	Public Opinion/Revenue Polls (2 total)	150,000	150,000	0
	Digital Tools/Visualization	40,000	40,000	0
	EIR Development	229,761	229,761	0
	CALCOG	30,000	30,000	0
	Express Lane Settlement	0	0	0
	TOTAL	\$794,761	\$794,761	\$0
1122	Analyze Regional Data using GIS and Travel Models			
	Travel Model Assistance	\$100,000	\$100,000	\$0
	Land use Model Research	150,000	150,000	0
	Travel Model Research	50,000	50,000	0
	Technical Support for Web Based Projects	100,000	100,000	0
	Leverage SHRP2 Investment	0	0	0
	Consolidated household travel	1,094,458	1,094,458	0
	Regional Transit on Board	0	0	0
	Freight Modeling Program	0	0	0
	Future Mobility Research Program	50,000	50,000	0
	TOTAL	\$1,544,458	\$1,544,458	\$0
1126	Resiliency (Sea Level Rise/Adaption) Planning			
	Sea Level/Adaption Planning	991,834	991,834	0
	TOTAL	\$991,834	\$991,834	\$0
1124	Regional Goods Movement Plan			
	HUD Follow up Efforts	\$0	\$0	\$0
	Mega Regional Goods Movement Study	450,000	450,000	0
	Zero Emission Freight Study	0	0	0
	TOTAL	\$450,000	\$450,000	\$0
1125	Non-Motorized Transportation			
	Bike Share Program - Operating Expenses	\$284,000	\$284,000	0
	Bike Share Program -Assets/Equipment	0	0	0
	TOTAL	\$284,000	\$284,000	\$0
1132	Advocacy Coalitions			
	Legislative advocates - Sacramento	\$115,000	\$115,000	\$0
	Mineta Transportation Institute	200,000	200,000	0
	Legislative advocates - Washington D.C.	263,100	263,100	0
	TOTAL	\$578,100	\$578,100	\$0
1152	Agency Financial Management			
	Financial Audit	\$400,000	\$400,000	\$0
	OPEB Actuary	20,000	20,000	0
	Financial System Upgrade	5,000	5,000	0
	TOTAL	\$425,000	\$425,000	\$0
1153	Administrative Services			
	Organizational and Compensation	\$60,000	\$60,000	\$0
	Ergonomics	55,000	55,000	0
	Move related Projects	0	0	0
	Internship Program	205,000	205,000	0
	TOTAL	\$320,000	\$320,000	\$0

CONTRACTUAL SERVICES DETAIL

Work Element	Description/Purpose	Amended 2 BUDGET FY 2016-17	Amended 3 BUDGET FY 2016-17	Change \$ Inc./Dec)
1161	Information Technology Services			
	Data Security Improvements	\$55,000	\$55,000	\$0
	Web/DB Application Development/Integration	50,000	50,000	0
	Network Assistance	0	0	0
	Enterprise data and process review	207,000	207,000	0
	Document scanning	0	0	0
	Move Assistance/Project Management	27,500	27,500	0
	TOTAL	\$339,500	\$339,500	\$0
1212	Performance Measuring and Monitoring			
	Vital Signs Website Development	\$150,000	\$150,000	\$0
	RTP Performance	0	0	0
	State of Good Repair Performance Analysis	0	0	0
	TOTAL	\$150,000	\$150,000	\$0
1222	Regional Rideshare Program			
	511 Ridesharing Program Operations	\$1,000,000	\$1,000,000	\$0
	Seamless Transit Map	150,000	150,000	0
	511 Program Marketing	150,000	150,000	0
	TOTAL	\$1,300,000	\$1,300,000	\$0
1223	Operational Support for Regional Programs			
	TMC Legacy Projects and Contingency	\$0	\$0	\$0
	Park N Ride	0	0	0
	ITS Architecture	0	0	0
	TMS Technical Advisor & Guidance Bench	0	0	0
	TOTAL	\$0	\$0	\$0
1224	Regional Traveler Information			
	511 Traffic/Real Time Transit	\$995,000	\$995,000	\$0
	HSP:511 Real-Time	0	0	0
	511 Web Services	250,000	250,000	0
	511 Transit system	650,000	650,000	0
	511 ESRI License	0	0	0
	Trip planner License	0	0	0
	Connected Vehicle	0	0	0
	TOTAL	\$1,895,000	\$1,895,000	\$0
1228	Regional Transportation Emergency Operation			
	Global Fone NI Government	\$25,000	\$25,000	\$0
	Transit Emergency Response	0	0	0
	EOC Training & Support	75,000	75,000	0
	TOTAL	\$100,000	\$100,000	\$0
1229	Regional Transportation Emergency Planning			
	Ongoing Emergency Exercise Support	\$75,000	\$75,000	\$0
	Emergency Response Strategies	0	0	0
	Joint Operations at @ Beale Street	300,000	300,000	0
	Transit Service Contingency	667,000	667,000	0
	TOTAL	\$1,042,000	\$1,042,000	\$0
1233	Transportation Asset Management			
	Software Development and Maintenance	\$825,000	\$1,325,000	\$500,000
	Transit Capital Inventory	154,549	154,549	0
	Software Training Support	160,347	160,347	0
	TAM Plan Development and Performance	100,000	100,000	0
	PTAP Projects	239,299	239,299	0
	Quality Assurance Program	50,000	50,000	0
	TOTAL	\$1,529,195	\$2,029,195	\$500,000
1234	Arterial and Transit Performance			
	Program for Arterial System	\$118,265	\$118,265	\$0
1235	Incident Management			
	I-880 ICM Device Maint.	\$100,000	\$100,000	\$0
	Incident Management Task Force	100,000	100,000	0
	TOTAL	\$200,000	\$200,000	\$0
1237	Freeway Performance			
	Managed LANES Master Plan (Study)	\$0	\$0	\$0
	FPI Traffic Operations/Corridor Analysis	0	0	0
	Regional Dynamic Traffic Assignment Model	0	0	0
	Performance Monitoring & Tools	50,000	50,000	0
	Active Traffic Management Strategies	0	0	0
	TOTAL	\$50,000	\$50,000	\$0
1311	Lifeline Planning			
	Community - Based Transportation Plan Funding Ag.	\$269,013	\$269,013	\$0
	CBTP Grant Program	0	0	0
	Lifeline Cycle 3	747,589	747,589	0
	Coordinated Plan Update	60,000	60,000	0
	TOTAL	\$1,076,602	\$1,076,602	\$0

CONTRACTUAL SERVICES DETAIL

Work Element	Description/Purpose	Amended 2 BUDGET FY 2016-17	Amended 3 BUDGET FY 2016-17	Change \$ Inc./(Dec)
1413	Climate Initiative			
	EV Strategic Council	\$35,000	\$35,000	\$0
	Regional Transportation Sea Level Rise	0	0	0
	TOTAL	\$35,000	\$35,000	\$0
1512	Federal TIP Development			
	REMI Financial Forecast Model	\$0	\$0	\$0
	TOTAL	\$0	\$0	\$0
1514	Regional Assistance Programs			
	TDA Claims/Fund Estimate on line Migration and Reporting	\$25,000	\$25,000	\$0
	Performance audits - TDA audit & RM2 Oversight	193,000	193,000	0
	TOTAL	\$218,000	\$218,000	\$0
1515	Regional Assistance Programs			
	FMS Developer	\$187,200	\$187,200	\$0
	FMS User Interface Upgrade	127,733	127,733	0
	TOTAL	\$314,933	\$314,933	\$0
1517	Transit Sustainability			
	Transit Sustainability Planning	\$601,224	\$601,224	\$0
	SRTP	540,000	540,000	0
	TOTAL	\$1,141,224	\$1,141,224	\$0
1519	Core Capacity Transit			
	Core Capacity Transit Study	\$50,000	\$50,000	\$0
	TOTAL	\$50,000	\$50,000	\$0
1611	Transportation and Land Use Coordination			
	ABAG - FHWA/FTA5303/TDA/Prop.84	\$1,336,358	\$2,672,716	\$1,336,358
	Housing Task Force	200,000	200,000	0
	Complete Streets Technical Assistance	0	0	0
	Bike/ Ped Counts Program	35,000	35,000	0
	Conference Sponsorship for Rail-Volution	0	0	0
	Parking Program	0	0	0
	TOTAL	\$1,571,358	\$2,907,716	\$1,336,358
1612	Climate Adaption Consulting (BARC)	\$89,942	\$89,942	\$0
106	Legal Services	\$750,000	\$750,000	\$0
101	Encumbrances Contracts	\$0	\$0	\$0
	Total consultant contracts:	\$17,904,173	\$19,740,531	\$1,836,358

		1	2	3 = (1-2)	4	5	6	7 = (3+4-5-6)
STP Grants		LTD Grant	LTD Actual	Balance	New Grant	staff budget	Consultant budget	Balance
		thru FY 2015	thru FY 2016	thru FY 2016	FY 2016-17	FY 2016-17	FY 2016-17	FY 2016-17
Grant # / Fund Source #	Project Description							
6084-146 1580	Station Area Planning	\$17,957,890	\$16,661,992	\$1,295,898	\$0		\$361,280	\$934,618
6084-175 1801	CMA Planning	42,479,000	38,020,113	\$4,458,887	9,150,000		8,368,190	5,240,697
6084-176 1803	511 Grant	32,500,000	25,092,496	\$7,407,504	-	-	2,380,800	5,026,704
6084-178 1805	Regional Streets and Roads	1,200,000	967,256	\$232,744	-	-	232,744	(0)
6084-179 1806	Pavement Management	6,000,000	4,538,970	\$1,461,030	-	-	-	1,461,030
6084-186 1812	OBAG Regional PDA	8,740,305	1,681,705	\$7,058,600	-	-	42,003	7,016,597
6084-187 1811	OBAG Regional PDA - ABAG	2,000,000	1,980,000	\$20,000	-	-	20,000	0
6084-193 1816	Arterial Operations	2,500,000	106,928	\$2,393,072	-	-	2,393,072	(0)
6084-203 1821	Arterial Operations				500,000	5,000	-	495,000
6084-198 1818	Regional Streets and Roads				1,500,000		1,500,000	-
6084-205 1822	Pavement Management				347,000		347,000	-
NEW	Incident Management				1,400,000	516,926		883,074
NEW	Freeway Performance Initiative				7,200,000		3,480,000	3,720,000
6084-199 1819	511 Traveler Information				8,750,000	1,294,178	7,424,800	31,022
		\$113,377,195	\$89,049,460	\$24,327,735	\$28,847,000	\$1,816,104	\$26,549,889	\$24,808,742

CMAQ Grants								
6084-160 1589	Arterial Operations	\$10,750,000	\$8,525,324	\$2,224,676	\$0	\$432,434	\$1,000,000	\$792,242
6084-164 1591	Climate Initiatives Program Public Outreach	7,393,432	6,776,139	\$617,293	1,388,000	30,000	1,809,829	165,464
6084-165 1592	Climate Initiatives Evaluation	3,600,000	2,924,933	\$675,067	-	-	103,350	571,717
6160-018 1596	Freeway Performance Initiative	8,608,000	4,769,944	\$3,838,056	-	1,331,774	1,200,000	1,306,282
6160-020 1800	Incident Management	7,300,000	2,603,203	\$4,696,797	-	-	3,583,000	1,113,797
6084-176 1804	511 Grant	16,270,000	13,152,639	\$3,117,361	-	822,994	-	2,294,368
6084-180 1809	Freeway Performance Corridor Studies	4,000,000	1,545,682	\$2,454,318	-	706,060	950,000	798,258
6084-188 1814	Regional Bicycle Program	1,725,000	234,858	\$1,490,142	-	-	-	1,490,142
NEW	Incident Management		-		10,840,000		10,840,000	-
		\$59,646,432	\$40,532,722	\$19,113,710	\$12,228,000	\$3,323,262	\$19,486,179	\$8,532,269

FTA GRANTS								
37-X076 1614	JARC	\$5,357,119	\$5,009,698	\$347,421	\$0	\$0	\$0	\$347,421
37-X104 1625	JARC	2,654,120	2,349,587	\$304,533	-	-	-	304,533
37-X133 1627	JARC	1,004,559	832,645	\$171,914	-	-	-	171,914
37-X164 1629	JARC	805,190	326,084	\$479,106	-	-	-	479,106
37-X177 1630	JARC	2,430,952	763,873	\$1,667,079	-	-	-	1,667,079
34-001 1631	FTA 5339 - Bus Purchases	10,506,277	840,438	\$9,665,839	-	-	9,665,839	-
34-0024 1633	FTA 5339	12,240,015	432,386	\$11,807,629	-	-	11,807,629	-
34-0032 1634	FTA 5339	9,590,718	-	\$9,590,718	-	-	3,476,843	6,113,875
57-X023 1623	New Freedom	1,545,232	1,411,545	\$133,687	-	-	-	133,687
57-X050 1626	New Freedom	3,748,859	3,701,442	\$47,417	-	-	-	47,417
57-X074 1628	New Freedom	2,793,517	2,611,794	\$181,723	-	-	26,000	155,723
57-X109 1632	New Freedom	1,383,631	619,791	\$763,840	-	-	-	763,840
CA79-1001-1668	TIGER	1,000,000	539,192	\$460,808	-	-	-	460,808
1635	FTA 5310				460,429	454,424	-	6,005
		\$55,060,189	\$19,438,475	\$35,621,714	\$460,429	\$454,424	\$24,976,311	\$10,651,408

Other Grants								
1110	HEPP Travel Model (Reobligated)	\$90,000	\$8,157	\$81,843	\$0	\$0	\$0	\$81,843
1112	FHWA - SHRP2	700,000	177,504	\$522,496	-	-	-	522,496
		\$790,000	\$185,661	\$604,339	\$0	\$0	\$0	\$604,339

Total Federal Grants Budget	\$228,873,816	\$149,206,318	\$79,667,498	#	\$41,535,429	\$5,593,790	\$71,012,379	\$44,596,758
------------------------------------	----------------------	----------------------	---------------------	----------	---------------------	--------------------	---------------------	---------------------

CONTRACTUAL SERVICES DETAIL Federal Grants

Work Element	Description/Purpose	Amended 2 BUDGET FY 2016-17	Amended 3 BUDGET FY 2016-17	Change \$ Inc./(Dec)
1112	Implement Public Information Program Bike to Work Day	\$250,000 \$250,000	\$250,000 \$250,000	\$0 \$0
1122	Analyze Regional Data using GIS and Travel Models Travel Model	\$0	\$0	\$0
	TOTAL	\$0	\$0	\$0
1125	Non-Motorized Transportation Bike Share Program - Operating Expenses	\$0 \$0	\$0 \$0	\$0 \$0
1152	Agency Financial Management Project Audits	\$100,000	\$100,000	\$0
	TOTAL	\$100,000	\$100,000	\$0
1222	Regional Rideshare Program 511 Program Operations	\$915,000	\$915,000	\$0
	511 Program Marketing	425,800	425,800	0
	Rideshare: Employer Services (CMAs)	615,000	615,000	0
	SB 1339	0	0	0
	TOTAL	\$1,955,800	\$1,955,800	\$0
1223	Operational Support for Regional Programs ITS Architecture	\$100,000	\$100,000	\$0
	TOTAL	\$100,000	\$100,000	\$0
1224	Regional Traveler Information 511 Traffic Real Time Transit	\$3,588,800	\$3,588,800	\$0
	511 Transit	3,820,000	3,820,000	0
	RG	0	0	0
	Connected Vehicles	0	0	0
	511 Licenses	241,000	241,000	0
	TOTAL	\$7,649,800	\$7,649,800	\$0
1233	Pavement Management System Software Training Support	\$232,744	\$232,744	\$0
	P-TAP Projects	1,847,000	1,847,000	0
	TOTAL	\$2,079,744	\$2,079,744	\$0
1234	Arterial and Transit Performance Program for Arterial System	\$3,393,072	\$3,393,072	\$0
	Arterial Operations - Next Generation	0	0	0
	TOTAL	\$3,393,072	\$3,393,072	\$0
1235	Incident Management Incident Management Task Force	\$0	\$0	\$0
	I-880 ICM	14,423,000	14,423,000	0
	TOTAL	\$14,423,000	\$14,423,000	\$0
1237	Freeway Performance FPI Implementation and Ramp Metering	\$0	\$0	\$0
	Managed Lanes Implementation Plan	2,500,000	2,500,000	0
	Active Traffic Management Implementation	980,000	980,000	0
	Performance Monitoring & Tools	550,000	550,000	0
	Regional Dynamic Traffic Assignment Model	100,000	100,000	0
	FPI Traffic Operations/Corridor Analysis	1,500,000	1,500,000	0
	TOTAL	\$5,630,000	\$5,630,000	\$0
1310	Implement Lifeline Transportation Program Lifeline Planning	\$0	\$0	\$0
	TOTAL	\$0	\$0	\$0
1413	Climate Initiative Climate Initiative Outreach and Marketing program	\$1,663,179	\$1,663,179	\$0
	TOTAL	\$1,663,179	\$1,663,179	\$0
1512	Federal TIP Development Transit Capital Inventory	\$0	\$0	\$0
	Transit Operators	24,950,311	24,950,311	0
	TOTAL	\$24,950,311	\$24,950,311	\$0
1517	Transit Sustainability Transit Core Capacity Analysis	\$0	\$0	\$0
	TOTAL	\$0	\$0	\$0
1518	New Freedom New Freedom Projects	\$26,000	\$26,000	\$0
	TOTAL	\$26,000	\$26,000	\$0
1519	Transit Core Transit Core Study	\$0	\$0	\$0
	TOTAL	\$0	\$0	\$0
1611	Transportation and Land Use Coordination ABAG - STP	\$360,000	\$720,000	\$360,000
	BCDC STP	259,822	259,822	0
	CMAs - STP	7,350,000	7,350,000	0
	Access Public Lands near Transit	0	0	0
	PDA Implementation Studies	16,000	16,000	0
	SR 82 Study	0	0	0
	PDA Planning Grant	203,642	407,284	203,642
	TOTAL	\$8,345,822	\$8,753,106	\$563,642
1612	Climate Adaption Consulting (BARC)	\$38,368	\$38,368	\$0
	Total Federal funded Consultants	\$70,605,096	\$71,012,380	\$563,642

Clipper Operating:

	Amended 2 BUDGET FY 2016-17	Amended 3 BUDGET FY 2016-17		Change \$ Inc./Dec
Revenue:				
RM2	2,950,000	2,950,000	0%	0
STP	180,000	180,000	0%	0
STA	11,736,461	11,736,461	0%	0
Transit Operators	16,352,529	18,352,529	12%	2,000,000
Total clipper operating Revenue	\$31,218,990	\$33,218,990	6%	\$2,000,000
Expenses:				
Staff cost	1,875,537	1,875,537	0%	\$0
Travel & Other General Ops.	103,220	103,220	0%	0
Promotion/Outreach/Fare Inc.	2,950,000	2,950,000	0%	0
Clipper Operations	26,290,233	28,290,233	8%	2,000,000
Total clipper operating Expense	\$31,218,991	\$33,218,991	6%	\$2,000,000

Clipper 1 Capital:

	LTD Budget Thru FY2016-17	Adjusted LTD Budget	Amended 3 BUDGET FY 2016-17	LTD Budget Thru FY2016-17
Revenue:				
CMAQ	\$71,495,201	(\$2,791,366)	\$0	\$68,703,835
Card Sales	6,851,267	0	0	6,851,267
Low Carbon Transit Operatios (LCTOP)	3,500,000	59,290	0	3,559,290
ARRA	11,167,891	0	0	11,167,891
FTA	25,009,181	1,084,375	1,119,793	27,213,349
STP	39,035,448	(1,497,362)	0	37,538,086
STA	22,159,756	1,149,784	0	23,309,540
Prop 1B	1,000,000	(11,863)	0	988,137
SFMTA	8,005,421	0	0	8,005,421
GGGHTD	2,975,000	0	0	2,975,000
BART	725,000	0	0	725,000
MTC Exchange Fund	8,269,158	(695,280)	0	7,573,878
BATA	26,864,813	0	0	26,864,813
Transit Operators	13,857,000	0	0	13,857,000
WETA	603,707	0	0	603,707
Sales Tax	99,311	790,905	0	890,216
Total Clipper 1 capital Revenue	\$241,618,154	(\$1,911,517)	\$1,119,793	\$240,826,430
Expense:				
Staff Costs	\$10,307,040	0	0	\$10,307,040
Travel	3,208	0	0	3,208
Pilot Equipment Maintenance	3,093,834	0	0	3,093,834
Transit Agency Funded Projects	13,910,707	0	0	13,910,707
Design	54,690,574	0	0	54,690,574
Site Preparation	3,899,437	0	0	3,899,437
Construction	21,867,682	0	0	21,867,682
Consultants	23,469,903	1,119,793	24,589,696	
Engineering	7,953,061	0	7,953,061	
Communications	1,583,000	0	1,583,000	
Marketing	2,212,029	0	2,212,029	
Financial Services	391,600	0	391,600	
Equipment	49,226,873	0	49,226,873	
Clipper Cards	15,140,095	0	15,140,095	
Other	33,869,111	(\$1,911,517)	0	31,957,594
Total Clipper 1 Expense	\$241,618,154	(\$1,911,517)	\$1,119,793	\$240,826,430

Clipper 2 Capital:

	LTD Budget Thru FY2016-17	Amended 3 BUDGET FY 2016-17	LTD Budget Thru FY2016-17
Revenue:			
STP	\$4,569,554	\$0	4,569,554
FTA	\$0	\$10,078,133	10,078,133
Golden Gate	\$0	\$5,000,000	5,000,000
TCP - CMAQ Funds	\$2,684,772	\$0	2,684,772
Low Carbon Transit Operatios (LCTOP)	\$3,559,290	(\$2,459,290)	1,100,000
BATA	260,000	0	260,000
STA	1,047,841	\$0	1,047,841
Total Clipper 2 Revenue	\$12,121,457	\$12,618,843	\$24,740,300
Expense:			
Staff Costs	\$2,713,554	\$0	\$2,713,554
Equipment	\$6,591,903	\$0	\$6,591,903
Consultants	2,816,000	12,618,843	15,434,843
Total Clipper 2 Expense	\$12,121,457	\$12,618,843	\$24,740,300

Work Element	Description/Purpose	
1112	Implement Public Information Program Inverse Square Films	\$15,000 \$15,000
1121	Plan Bay Area Barbary Coast Cambridge Systematics Tschudin Consulting Group San Jose State University Ascent Environmental Inc TOTAL	\$45,317 \$19,461 \$148,508 \$250,000 \$320,000 \$783,286
1122	Analyze Regional Data using GIS and Travel Models Corey, Canapary ETC Institute Redhill Group Resource Systems Group Parsons Brinckerhoff TOTAL	\$184,650 \$2,650,999 \$573 \$249,029 \$140,974 \$3,226,226
1124	Regional Goods Movement Plan Cambridge Systematics TOTAL	\$70,000 \$70,000
1152	Agency Financial Management Pricewaterhouse Coopers TOTAL	\$249,244 \$249,244
1153	Administrative Services Koff & Associates PRN Ergonomics TOTAL	\$22,323 \$48,300 \$70,623
1212	Performance Measuring and Monitoring CH2m Hill Lowercase Productions TOTAL	\$24,165 \$76,687 \$100,852
1222	Regional Rideshare Program Parsons Brinckerhoff TOTAL	\$169,117 \$169,117
1223	Operational Support for Regional Programs Iteris, Inc. Delcan Kimley Horn URS TOTAL	\$65,808 \$122,263 \$10,559 \$150,000 \$348,630
1224	Regional Traveler Information Civic Resource Group Iteris Kimley Horn Faneuil Inc Caltrans TOTAL	\$130,581 \$231,791 \$7,889 \$11,102 \$4,720 \$386,083
1229	Regional Transportation Emergency Planning URS TOTAL	\$224,881 \$224,881
1233	Pavement Management System Adhara Systems Quality Engng Solutions DevMecca.com AMS Consulting JG3 Consulting Bellecci & Associates Capitol Asset & Pavement Harris & Associates Nichols Consulting CH2M Hill TOTAL	\$57 \$5,571 \$20 \$29,382 \$4,817 \$9,204 \$32,651 \$29,749 \$34,072 \$4,989 \$150,512
1234	Arterial Operations Coordination TJKM DKS Kimley Horn Iteris TOTAL	\$2,700 \$32,513 \$10 \$1,000 \$36,223
1235	Incident Management Iteris Kimley Horn TOTAL	\$4,600 \$2,000 \$6,600

1237	Freeway Performance Initiative Audio Visual Kittleson Fehr Peers Cambridge URS CDM Smith Kimley Horn URS Corp TOTAL		\$143,980 \$86,253 \$219,830 \$55,829 \$38,854 \$300,000 \$125,000 \$50,000 \$1,019,746
1311	Lifeline Planning Yeamans Consulting Nelson CH2M Hill		\$45,750 \$94,833 \$53,046 \$193,629
1514	Regional Assistance Programs Pierlott & Associates TOTAL		\$58,734 \$58,734
1517	Transit Sustainability Nelson Nygaard Sonoma County Transit ECCTA WCCTA Sonoma Cnty Transp. Authority LAVTA Union, City of Solano Transp. Authority West Contra Costa Transit CALTRAIN Vacaville, City of SAMTRANS TOTAL		\$6,840 \$30,000 \$30,000 \$30,000 \$5,000 \$9,703 \$30,000 \$120,000 \$29,756 \$42,857 \$10,000 \$42,857 \$387,013
1518	New Freedom Nelson Nygard TOTAL		\$5,000 \$5,000
1519	Transit Core Arup North America Ltd		\$409,388 \$409,388
1611	Transportation for Livable Communities Toole Design Santa Clara City of Placeworks TOTAL		\$52,991 \$60,000 \$59,276 \$172,267
1612	BARC Consensus Building Institute Trust for Conservation Innovation		\$29,047 \$35,824 \$64,871
1161	Information Technology Services Informatix TOTAL		\$157,500 \$157,500
1998/1999	Operating Expenses Customized PRN Ergonomic Dell Mktng Ceridian Ceridian Dynamic Partners for Progress Marcia Ruben Ruben Consulting CSI Compliance GovConnection AT&T Camden Hicks Ceridian DLT Solutions TOTAL		\$12,801 \$955 \$13,260 \$56,750 \$7,726 \$4,800 \$18,512 \$3,500 \$2,030 \$34,709 \$14,296 \$3,260 \$3,148 \$43,199 \$30,833 \$249,780
Fund 106	Thomas Law Group Glynn & Finley Hanson Bridgett Myers Nave Schiff Hardin LLP Renne Sloan Holtzman Sakai LLP TOTAL		\$201,752 \$100,225 \$27,801 \$4,317 \$16,386 \$69,446 \$419,927
Total Prior Year Contractual and Professional Services			\$8,975,132



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2405 **Version:** 1 **Name:**
Type: Resolution **Status:** Commission Approval
File created: 3/10/2017 **In control:** Administration Committee
On agenda: 4/12/2017 **Final action:**
Title: MTC Resolution No. 4277 - FY 2017-18 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreement for Federal Planning Grants.

A request for approval of the FY 2017-18 OWP, which guides the collaborative metropolitan transportation planning process involving MTC, ABAG, Caltrans, and other local transportation partners and the authorization to enter into agreements for transportation planning funds.

Sponsors:

Indexes:

Code sections:

Attachments: [3a Reso-4227 FY2017-18 OWP.pdf](#)

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

Subject:

MTC Resolution No. 4277 - FY 2017-18 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreement for Federal Planning Grants.

A request for approval of the FY 2017-18 OWP, which guides the collaborative metropolitan transportation planning process involving MTC, ABAG, Caltrans, and other local transportation partners and the authorization to enter into agreements for transportation planning funds.

Presenter:

Brian Mayhew

Recommended Action:

Commission Approval



METROPOLITAN
TRANSPORTATION
COMMISSION

Agenda Item 3a
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: April 5, 2017

FR: Executive Director

W. I. 1152

RE: MTC Resolution No. 4277 – FY 2017-18 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreements for Federal Planning Grants

Staff requests that the Committee refer the Overall Work Program (MTC Resolution No. 4277) to the Commission for approval.

Background and Overall Work Program Overview

The OWP is the principal document governing the budget, allocation, and use of federal transportation planning funds in the nine-county San Francisco Bay Area. It is prepared with the Association of Bay Area Governments and California Department of Transportation (Caltrans), who are partners in regional transportation planning activities in the Bay Area. Note for FY 2017-18 the ABAG activities are for the first time part of the integrated regional planning department housed within MTC, per the planned staff consolidation on July 1, 2017. MTC's portion of the OWP includes MTC's unified work program for FY 2017-18, as well as certain activities of MTC's transportation planning partners, including the congestion management agencies (CMAs) and transit operators.

On January 6, 2017, MTC held the annual Metropolitan Planning Organization meeting with FHWA, FTA and Caltrans where attendees discussed the FY 2017-18 Planning Emphasis areas which are the basis for this OWP. These agencies' comments on the draft OWP have been incorporated into the final OWP.

Attached for your review is MTC Resolution No. 4277, which includes the following actions:

- Approves the final Overall Work Program (OWP) for FY 2017-18;
- Authorizes the programming of approximately \$15 million in FY 2017-18 transportation planning funds which also includes estimated FHWA PL and FTA 5303 FY 2016-17 carryover funds as follows:

FHWA PL	\$	7,895,439
Estimated FHWA PL FY16-17 c/o		75,000
FTA 5303		3,367,898
Estimated FTA 5303 FY16-17 c/o		3,669,431
Total	\$	<u>15,007,768</u>

April 5, 2017

Page 2 of 2

- Certifies that MTC's planning process will be implemented in accordance with applicable statutes and regulations; and
- Authorizes the Executive Director or his designee to apply for grants and execute agreements to secure federal and other funds for transportation planning activities in FY 2017-18. These funds are used to support staff and consultant costs for activities related to the federal planning emphasis areas and activities managed by the Bay Conservation Development Commission and CMAs.
- The carryover estimates will not be final until the completion of the audit and reconciliation of final expenditure is sent to Caltrans.

In addition to the transportation planning funds authorized in MTC Resolution No. 4277, a number of grant and project funds are included in the MTC Budget Summary tab of the OWP.

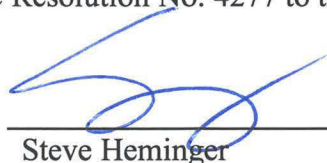
Commission approval is the first step in authorizing the FY 2017-18 expenditure of federal funds. Following approval by the Commission, Caltrans will review and approve the OWP budget which must then be included in the MTC Operating budget for FY 2017-18.

An electronic version of the OWP can be reviewed at the following link:

<http://mtc.ca.gov/tools-and-resources/digital-library/fy2017-18-overall-work-program-planning-activities-san-francisco>.

Recommendation

Staff recommends that the Committee refer MTC Resolution No. 4277 to the Commission for approval.



Steve Heminger

SH:es

Attachment

Date: April 26, 2017
W.I.: 1152
Referred by: Administration Committee

ABSTRACT

Resolution No. 4277

This resolution approves MTC's Overall Work Program (OWP) for transportation planning activities in the nine-county San Francisco Bay Area for FY 2017-18, certifies that the planning process of the Metropolitan Transportation Commission is in conformance with the applicable joint metropolitan transportation planning and programming regulations of the U.S. Department of Transportation, and authorizes MTC's Executive Director to apply for and execute agreements with the U.S. Department of Transportation for grants to aid in the financing of the OWP.

Further discussion of the OWP is contained in the Executive Director's memorandum dated April 5, 2017.

Re: Overall Work Program for Fiscal Years 2017-18, Certification of Compliance with Requirements of Federal Metropolitan Transportation Planning and Programming Regulations, and Authorization to Apply for and Execute Agreements for Federal Grants.

METROPOLITAN TRANSPORTATION COMMISSION

RESOLUTION NO. 4277

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

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

WHEREAS, MTC has articulated goals and objectives for the region's transportation system through its current Regional Transportation Plan (RTP)/Sustainable Communities Strategy (SCS) entitled Plan Bay Area, which was adopted in July 2013; and

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

WHEREAS, an Overall Work Program (OWP) for planning activities in the Bay Area for FY 2017-18 has been prepared by MTC, the Association of Bay Area Governments, and the California Department of Transportation; and

WHEREAS, the OWP for Fiscal Year 2017-18 includes MTC's unified work program for the fiscal year to achieve the goals and objectives in MTC's RTP; and

WHEREAS, MTC's Administration Committee has reviewed and recommended adoption of the OWP for FY 2017-18; and

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

WHEREAS, MTC desires to apply for and execute one or more agreements with the United States Department of Transportation (DOT) for a grant(s) to aid in the financing of MTC's unified work program for fiscal year 2017-18; now, therefore, be it

RESOLVED, that MTC does hereby adopt the FY 2017-18 OWP and proposed budget therein, attached hereto as Attachment A to this Resolution and incorporated herein as though set forth at length; and be it further

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

RESOLVED, that MTC's Administration Committee shall monitor, direct, and update the OWP as necessary during Fiscal Year 2017-18 and shall incorporate any amendments into appropriate supplements to the OWP; and be it further

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

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

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

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

METROPOLITAN TRANSPORTATION COMMISSION

Jake Mackenzie, Chair

The above resolution was entered into by
the Metropolitan Transportation Commission
at a regular meeting of the Commission
held in San Francisco, California on April 26, 2017

Date: April 26, 2017
W.I.: 1152
Referred by: Admin

Attachment A
Resolution No. 4277
Page 1 of 1

Attachment A is the FY 2017-18 Overall Work Program for Planning Activities in the San Francisco Bay Area. Copies are on file at the MTC library.

Attachment B
Resolution No. 4277
Page 1 of 1

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

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

Date: April 26, 2017
W.I.: 1152
Referred by: Admin

Attachment C
Resolution No. 4277
Page 1 of 1

Attachment C includes all amendments and supplements to the FY 2017-18 Overall Work Program for Planning Activities in the San Francisco Bay Area. Copies are on file at the MTC offices.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #:	17-2403	Version:	1	Name:	
Type:	Contract	Status:		Committee Approval	
File created:	3/10/2017	In control:		Administration Committee	
On agenda:	4/12/2017	Final action:			

Title: Consultant Panel - On-Call Website Operations, Maintenance and Improvement Services: Exygy Inc., Visual Strategies, Symmetrical Designs, MIG Inc. and Civic Resource Group International Inc.

A request for approval of a panel of on-call consultants to provide website operations, maintenance and improvement services on an as-needed basis.

Sponsors:

Indexes:

Code sections:

Attachments: [3b On-Call Website Bench.pdf](#)

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

Subject:

Consultant Panel - On-Call Website Operations, Maintenance and Improvement Services: Exygy Inc., Visual Strategies, Symmetrical Designs, MIG Inc. and Civic Resource Group International Inc.

A request for approval of a panel of on-call consultants to provide website operations, maintenance and improvement services on an as-needed basis.

Presenter:

Nick Roethel

Recommended Action:

Committee Approval



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: April 5, 2017

FR: Executive Director

W.I. 1161, 1112, 1212

RE: Consultant Panel – On-Call Website Operations, Maintenance and Improvement Services: Exygy Inc., Visual Strategies, Symmetrical Designs, MIG Inc. and Civic Resource Group International Inc.

This memorandum requests approval of a pre-qualified panel of consultants to provide On-Call Website Operations, Maintenance and Improvement Services to support MTC's websites, including but not limited to the MTC main website (mtc.ca.gov), Vital Signs, Plan Bay Area, and Bay Bridge Info websites, for a three-year period ending June 30, 2019, with an option to extend for an additional two-year period. The recommended firms and proposed service categories are listed on Attachment 1.

Procurement Process

On November 10, 2016, MTC issued a Request for Qualifications (RFQ) for On-Call Website Operations, Maintenance and Improvement Services. The RFQ contained two service categories, or areas of expertise, in which firms were invited to submit qualifications:

1. Website operations, technical support and maintenance services; and
2. Website design, development and enhancement services.

Proposers were invited to submit for either or both service categories.

By December 20, 2016, nine Statements of Qualifications (SOQs) were received. Each SOQ was reviewed against the Minimum Qualifications (MQs). All nine firms that submitted SOQs were determined to meet the MQs and were then evaluated by a panel comprised of MTC staff (the "Evaluation Panel").

The Evaluation Panel reviewed each SOQ against the evaluation criteria specified in the RFQ, as listed below in descending order of importance.

- | | |
|--|--------------|
| 1. Experience and Qualifications of Firms and Proposed Staff | (40%) |
| 2. Cost Effectiveness | (40%) |
| 3. Depth of Staff Resources | (10%) |
| 4. Written Communication | <u>(10%)</u> |
| | (100%) |

Each criterion was scored with a total possible score of 100.

Based on the results of the evaluation, the Evaluation Panel recommended that five (5) of the nine firms be on the bench for their respective service categories, as summarized in Attachment 1 to this memorandum. The 5 firms are: Exygy Inc., Visual Strategies, Symmetrical Designs, MIG Inc. and Civic Resource Group International Inc. All selected firms demonstrated strong project management skills, identified qualified key staff with relevant project experience, and demonstrated an expertise in one or more of the website-related consulting services described in the service categories for which they were selected.

Four firms are not being recommended for the consultant panel, as their overall experience, as well as their proposed staff's experience, were not sufficient for the services being sought under this procurement. These four firms are:

- Clarity Partners
- OPSTASY
- Ameex Technologies Organisation
- 3S Global Business Solutions

Award of a contract with one of the pre-qualified consultants may take place by direct selection or via a mini-procurement, pursuant to MTC's procurement procedures.

Attachment 2 includes a summary of the recommended firms and their small business enterprise and disadvantaged business enterprise status.

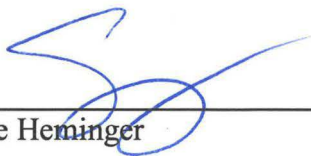
Recommendation

Staff recommends that the Administration Committee approve the pre-qualified consultant panel identified in Attachment 1 to provide on-call website operations, maintenance and improvement services to MTC on an as-needed basis, for a period extending through June 30, 2019, with an option on the part of MTC to extend through June 30, 2021. The total amount included for this program in the proposed FY 2016–19 budgets is \$1,065,000. The contract value for the work awarded is not anticipated to exceed two hundred seventy-five thousand dollars (\$275,000) in Fiscal Year (FY) 2016–17 and three hundred ninety-five thousand dollars (\$395,000) per fiscal year for FY 2017–18 and FY 2018–19, subject to the annual budgetary approval process. Additional funds may become available for future fiscal years subject to the annual budget approval process. Staff will return to the Administration Committee for authorization of any contracts exceeding the Executive Director's signature authority.

SH: gm

Attachment:

- Attachment 1: On-Call Website Operations, Maintenance and Improvement Services - List of Firms and Service Categories
- Attachment 2: Disadvantaged Business Enterprise and Small Business Enterprise Status



Steve Heminger

Attachment 1
On-Call Website Operations, Maintenance and Improvement Services

List of Firms and Service Categories

		<i>Service Categories</i>	
No.	Firm Name	Website Operations, Technical Support and Maintenance	Website Design, Development and Enhancement
1	Exygy Inc.	X	X
2	Visual Strategies	X	X
3	Symmetrical Designs	X	
4	MIG Inc.		X
5	Civic Resource Group International Inc.	X	X

Attachment 2
Disadvantaged Business Enterprise and Small Business Enterprise Status

				DBE*			SBE**	
	Firm Name	Role on Project	No	Yes	If Yes, List #	No	Yes	If Yes, List #
Prime Consultant	Exygy Inc.	RFQ - TBD	X				X	2001043
Prime Consultant	Visual Strategies	RFQ - TBD	X				X	2003308
Prime Consultant	Symmetrical Designs	RFQ - TBD	X			X		
Prime Consultant	MIG Inc.	RFQ - TBD	X			X		
Prime Consultant	Civic Resource Group International Inc.	RFQ - TBD	X				X	1794963

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

**Denotes certification by the State of California.

REQUEST FOR COMMITTEE APPROVAL
Summary of Proposed Consultant Panel

Work Item No.:	1161, 1112, 1212
Contractors:	Exygy Inc. Visual Strategies Symmetrical Designs MIG Inc. Civic Resource Group International Inc.
Work Project Title:	On-Call Website Operations, Maintenance and Improvement Services
Purpose of Project:	Provide critical operations, maintenance, site improvements and updates for MTC websites.
Brief Scope of Work:	Provide On-Call Website Operations, Maintenance and Improvement Services to support MTC's websites, including but not limited to MTC main website (mtc.ca.gov), Vital Signs, Plan Bay Area, and Bay Bridge Info websites.
Project Cost Not to Exceed:	Individual contracts TBD.
Funding Source:	Varies
Fiscal Impact:	No immediate fiscal impact until contracts are awarded. Funds for future fiscal years are subject to agency budgetary approval process.
Motion by Committee:	That the above-referenced consultants be pre-qualified to enter into contracts with MTC to provide on-call website operations, maintenance and improvement services on an as-needed basis through June 30, 2019, as described above and in the Executive Director's memorandum dated April 5, 2017, with an option to extend contracts for an additional two years, subject to applicable contract approval procedures and necessary budget approvals.
Administration Committee:	
	<hr/> Federal D. Glover, Chair
Approved:	Date: April 12, 2017