



# 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*

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Wednesday, April 11, 2018

9:35 AM

Board Room - 1st Floor

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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 9:30 a.m. Bay Area Toll Authority Oversight Committee.

#### 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.    [18-0211](#)    Minutes of the March 7, 2018 meeting
- Action:            Committee Approval
- Attachments:    [2a\\_03-07-2018\\_Administration\\_Draft\\_Minutes.pdf](#)
- 
- 2b.    [18-0212](#)    Investment Report for February 2018
- Action:            Information
- Presenter:       Christine Lin
- Attachments:    [2b\\_Investment\\_Report\\_February'2018.pdf](#)
- 
- 2c.    [18-0213](#)    MTC Financial Statements for February 2018
- Action:            Information
- Presenter:       Sonia Elsonbaty
- Attachments:    [2c\\_Financial\\_Statement\\_February'2018.pdf](#)

**2d. [18-0214](#)** Monthly Travel Report and International Travel Request

**Action:** Committee Approval

**Presenter:** Sonia Elsonbaty

**Attachments:** [2d\\_Travel\\_Report\\_February'2018.pdf](#)

**3. Approval****3a. [18-0215](#)** MTC Resolution No. 4329 - FY 2018-19 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreements for Federal and State Planning Grants

A request for approval of the FY 2018-19 OWP, which guides the collaborative metropolitan transportation planning process involving MTC, ABAG, Caltrans, and other local transportation partners and for authorization to enter into agreements for transportation planning funds.

**Action:** Commission Approval

**Presenter:** Brian Mayhew

**Attachments:** [3a\\_Reso-4329\\_FY2018-19\\_OWP.pdf](#)

**3b. [18-0050](#)** Contract Amendment - Website Operations, Maintenance and Improvement Services: Visual Strategies, Inc. (\$550,000)

A request for approval of a contract amendment with Visual Strategies, Inc. to build and operate a new Association of Governments website and suite of subsidiary sites, and continue to operate, maintain, and improve the MTC's websites.

**Action:** Committee Approval

**Presenter:** Nick Roethel

**Attachments:** [3b\\_ContractAmend\\_VisualStrategies.pdf](#)

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

**The next meeting of the Administration Committee will be held on May 9, 2018 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.

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Attachments are sent to Committee members, key staff and others as appropriate. Copies will be available at the meeting.

All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are subject to change by the Committee.

MTC's Chair and Vice-Chair are ex-officio voting members of all standing Committees.



# Metropolitan Transportation Commission

375 Beale Street, Suite 800  
San Francisco, CA 94105

## Legislation Details (With Text)

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**File #:** 18-0211      **Version:** 1      **Name:**  
**Type:** Minutes      **Status:** Consent  
**File created:** 3/8/2018      **In control:** Administration Committee  
**On agenda:** 4/11/2018      **Final action:**  
**Title:** Minutes of the March 7, 2018 meeting  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2a\\_03-07-2018\\_Administration\\_Draft\\_Minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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**Subject:**  
Minutes of the March 7, 2018 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    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*

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Wednesday, March 7, 2018

9:35 AM

Yerba Buena Conference Room - 1st Floor

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### Call Meeting to Order

#### 1. Roll Call/Confirm Quorum

**Present:** 7 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Slocum and Commissioner Worth

**Absent:** 2 - Chair Glover and Commissioner Schaaf

Non-Voting Member Absent: Commissioner Sartipi

Ex Officio Voting Member Present: Commission Vice Chair Haggerty

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

#### 2. Consent Calendar

Approval of the Consent Calendar

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

**Aye:** 7 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Slocum and Commissioner Worth

**Absent:** 2 - Chair Glover and Commissioner Schaaf

2a. [18-0116](#) Minutes of the February 14, 2018 meeting

**Action:** Committee Approval

- 2b. [18-0117](#) Investment Report for January 2018  
*Action:* Information  
*Presenter:* Christine Lin
- 2c. [18-0118](#) MTC Financial Statements for January 2018  
*Action:* Information  
*Presenter:* Sonia Elsonbaty
- 2d. [18-0119](#) Monthly Travel Report and International Travel Request  
*Action:* Committee Approval  
*Presenter:* Sonia Elsonbaty
- 2e. [18-0138](#) MTC Resolution No. 1198, Revised - Revisions to MTC's Conflict of Interest Code to Update List of Designated Positions  
*Action:* Commission Approval  
*Presenter:* Adrienne Weil
- 2f. [18-0136](#) MTC Resolution No. 4173, Revised - Reauthorization of MTC Investment Policy  
*Action:* Commission Approval  
*Presenter:* Brian Mayhew
- 2g. [18-0137](#) MTC Resolution No. 4265, Revised - Reauthorization of MTC Debt Policy  
*Action:* Commission Approval  
*Presenter:* Brian Mayhew
- 2h. [18-0152](#) MTC Resolution No. 4277, Revised - FY 2017-18 Overall Work Program (OWP) Amendment No. 18-03  
*Action:* Commission Approval  
*Presenter:* Sonia Elsonbaty

### 3. Public Comment / Other Business

### 4. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on April 11, 2018 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)

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**File #:** 18-0212      **Version:** 1      **Name:**  
**Type:** Report      **Status:** Consent  
**File created:** 3/8/2018      **In control:** Administration Committee  
**On agenda:** 4/11/2018      **Final action:**  
**Title:** Investment Report for February 2018  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2b\\_Investment\\_Report\\_February'2018.pdf](#)

Date	Ver.	Action By	Action	Result
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**Subject:**  
Investment Report for February 2018

**Presenter:**  
Christine Lin

**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](http://www.mtc.ca.gov)

## *Memorandum*

TO: Administration Committee

DATE: April 4, 2018

FR: Executive Director

RE: Investment Report for February 2018

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 \$3.7 billion. A breakdown by fund is as follows:

<b><u>Fund</u></b>	<b><u>Market Value (\$ million)</u></b>	<b><u>% of Total</u></b>
BATA Admin	\$ 1,155.8	31.5%
BATA Projects	668.2	18.2%
BATA Debt Payment	37.1	1.0%
BATA Debt Service Reserve	515.8	14.1%
BATA RM2	271.4	7.4%
MTC	353.2	9.7%
BART Car Exchange Program	383.3	10.4%
AB 1171	56.0	1.5%
FasTrak® (Customer Deposits)	112.4	3.1%
Clipper®	70.5	1.9%
BAHA	21.6	0.6%
SAFE	21.8	0.6%
BAIFA	2.0	Less than 0.1%
Portfolio Total	<u>\$ 3,669.1</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:

<b><u>Security Holding</u></b>	<b><u>Portfolio Composite</u></b>	<b><u>Policy Limits</u></b>
Fed Home Loan Bank	53.1%	No limit
Fed Home Loan Mortgage	22.4%	No limit
Fed National Mortgage Association	1.3%	No limit
Fed Farm Credit Bank	1.5%	No limit
Cash	11.5%	No limit
Gov't Pools	Less than 0.1%	No limit
CalTrust Medium-Term Fund	5.6%	No limit
CA Asset Mgmt Program (CAMP)	Less than 0.1%	No limit
Municipal Bonds	0.9%	No limit
Mutual Funds	2.6%	20% Portfolio/10% One Fund
Blackrock (BATA Trustee)	0.6%	Trustee Funds – No limit
Morgan Stanley (BATA Trustee)	0.5%	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.

From time to time, there will be negative balances in the checking account which reflect timing differences between payments and receipt of funds from internal or external sources.

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**

<b>Maturity</b>	<b>Market Value (\$ million)</b>	<b>% of Total Portfolio</b>	<b>Cumulative Minimum Level per MTC Investment Policy</b>
30 days or less	\$ 1,167.8	32%	10%
90 days or less	1,921.3 cumulative	52% cumulative	15%
1 year or less	2,967.2 cumulative	80% cumulative	30%
1-5 years	682.6	19%	
*greater than 5 years	19.3	1%	

\* BAAQMD Certificate of Participation matures November 2053 and is held in the RM1 BATA Admin Reserve.

The weighted maturity of the MTC portfolio is 321 days, and the maximum weighted maturity cannot exceed 5 years.

**April 4, 2018**

**Investment Report for February 2018**

**Page 3 of 3**

The MTC portfolio holds \$13 million (less than 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.



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Steve Heminger

SH:cl

Attachment



**MTC**  
**Summary by Type**  
**February 28, 2018**  
**Grouped by Fund**

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: MTC CASH AND CASH EQUIVALENT</b>						
Local Agency Investment Funds	1	220,805.32	220,805.32	0.01	1.412	1
Checking Accounts	2	30,318,976.20	30,318,976.20	0.83	1.366	1
<b>Subtotal</b>	<b>3</b>	<b>30,539,781.52</b>	<b>30,539,781.52</b>	<b>0.84</b>	<b>1.367</b>	<b>1</b>
<b>Fund: NON TRANSPORTATION PLNG</b>						
Checking Accounts	1	252,061.37	252,061.37	0.01	1.430	1
<b>Subtotal</b>	<b>1</b>	<b>252,061.37</b>	<b>252,061.37</b>	<b>0.01</b>	<b>1.430</b>	<b>1</b>
<b>Fund: AB664 EAST</b>						
Federal Agency Disc. -Amortizing	11	134,631,000.00	133,988,485.62	3.65	1.438	98
Mutual Funds - Custodial	1	9,041.59	9,041.59	0.00	1.270	1
Checking Accounts	1	8,953,143.07	8,953,143.07	0.24	1.430	1
<b>Subtotal</b>	<b>13</b>	<b>143,593,184.66</b>	<b>142,950,670.28</b>	<b>3.89</b>	<b>1.437</b>	<b>92</b>
<b>Fund: AB664 WEST</b>						
Federal Agency Disc. -Amortizing	3	39,915,000.00	39,806,178.59	1.08	1.525	59
Mutual Funds - Custodial	1	5,446.35	5,446.35	0.00	1.270	1
Checking Accounts	1	5,313,670.23	5,313,670.23	0.14	1.430	1
<b>Subtotal</b>	<b>5</b>	<b>45,234,116.58</b>	<b>45,125,295.17</b>	<b>1.22</b>	<b>1.513</b>	<b>52</b>
<b>Fund: 5% STATE</b>						
Checking Accounts	1	13,453,643.32	13,453,643.32	0.37	1.430	1
<b>Subtotal</b>	<b>1</b>	<b>13,453,643.32</b>	<b>13,453,643.32</b>	<b>0.37</b>	<b>1.430</b>	<b>1</b>
<b>Fund: 2% TRANSIT RESERVES FERRY</b>						
Federal Agency Disc. -Amortizing	3	13,345,000.00	13,317,304.57	0.36	1.484	46
Mutual Funds - Custodial	1	7,172.55	7,172.55	0.00	1.270	1
Checking Accounts	1	4,216,612.95	4,216,612.95	0.11	1.430	1
<b>Subtotal</b>	<b>5</b>	<b>17,568,785.50</b>	<b>17,541,090.07</b>	<b>0.47</b>	<b>1.471</b>	<b>35</b>

**MTC**  
**Summary by Type**  
**February 28, 2018**  
**Grouped by Fund**

Page 2

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: 2% TRANSIT RESERVES STUDIES</b>						
Federal Agency Disc. -Amortizing	4	19,673,000.00	19,622,637.03	0.53	1.471	56
Mutual Funds - Custodial	1	5,614.68	5,614.68	0.00	1.270	1
Checking Accounts	1	2,651,695.43	2,651,695.43	0.07	1.430	1
<b>Subtotal</b>	<b>6</b>	<b>22,330,310.11</b>	<b>22,279,947.14</b>	<b>0.60</b>	<b>1.466</b>	<b>50</b>
<b>Fund: 90% RAIL RESERVE EAST</b>						
Federal Agency Disc. -Amortizing	5	24,355,000.00	24,292,422.27	0.66	1.357	55
Mutual Funds - Custodial	1	10,522.03	10,522.03	0.00	1.270	1
Checking Accounts	1	17,499,672.69	17,499,672.69	0.48	1.430	1
<b>Subtotal</b>	<b>7</b>	<b>41,865,194.72</b>	<b>41,802,616.99</b>	<b>1.14</b>	<b>1.387</b>	<b>33</b>
<b>Fund: 90% RAIL RESERVE WEST</b>						
Mutual Funds - Custodial	1	1,849.59	1,849.59	0.00	1.270	1
Checking Accounts	1	2,332,873.79	2,332,873.79	0.06	1.430	1
<b>Subtotal</b>	<b>2</b>	<b>2,334,723.38</b>	<b>2,334,723.38</b>	<b>0.06</b>	<b>1.430</b>	<b>1</b>
<b>Fund: MTC FEEDER BUS</b>						
Checking Accounts	1	170,486.27	170,486.27	0.00	1.430	1
<b>Subtotal</b>	<b>1</b>	<b>170,486.27</b>	<b>170,486.27</b>	<b>0.00</b>	<b>1.430</b>	<b>1</b>
<b>Fund: MTC EXCHANGE FUND</b>						
Checking Accounts	1	29,946,379.05	29,946,379.05	0.82	1.430	1
<b>Subtotal</b>	<b>1</b>	<b>29,946,379.05</b>	<b>29,946,379.05</b>	<b>0.82</b>	<b>1.430</b>	<b>1</b>
<b>Fund: BART CAR EXCHANGE PROGRAM</b>						
Federal Agency Disc. -Amortizing	20	261,855,000.00	260,750,023.33	7.11	1.431	87
Federal Agency Coupon Securities	9	123,500,000.00	122,321,129.95	3.33	1.433	517
Mutual Funds - Custodial	1	236,450.85	236,450.85	0.01	1.270	1
<b>Subtotal</b>	<b>30</b>	<b>385,591,450.85</b>	<b>383,307,604.13</b>	<b>10.45</b>	<b>1.432</b>	<b>225</b>
<b>Fund: CLIPPER CAPITAL (MTC)</b>						
Checking Accounts	1	4,111,041.71	4,111,041.71	0.11	1.430	1

**MTC**  
**Summary by Type**  
**February 28, 2018**  
**Grouped by Fund**

Page 3

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Subtotal</b>	<b>1</b>	<b>4,111,041.71</b>	<b>4,111,041.71</b>	<b>0.11</b>	<b>1.430</b>	<b>1</b>
<b>Fund: CLIPPER 2.0 (MTC)</b>						
Checking Accounts	1	103,154.97	103,154.97	0.00	1.430	1
<b>Subtotal</b>	<b>1</b>	<b>103,154.97</b>	<b>103,154.97</b>	<b>0.00</b>	<b>1.430</b>	<b>1</b>
<b>Fund: CLIPPER OPERATIONS (MTC)</b>						
Checking Accounts	1	2,058,691.43	2,058,691.43	0.06	1.430	1
<b>Subtotal</b>	<b>1</b>	<b>2,058,691.43</b>	<b>2,058,691.43</b>	<b>0.06</b>	<b>1.430</b>	<b>1</b>
<b>Fund: MTC CAPITAL PROJECTS</b>						
Checking Accounts	1	649,845.59	649,845.59	0.02	1.430	1
<b>Subtotal</b>	<b>1</b>	<b>649,845.59</b>	<b>649,845.59</b>	<b>0.02</b>	<b>1.430</b>	<b>1</b>
<b>Fund: SAFE</b>						
Local Agency Investment Funds	1	108,943.93	108,943.93	0.00	1.412	1
Checking Accounts	1	10,875,151.62	10,875,151.62	0.30	1.430	1
<b>Subtotal</b>	<b>2</b>	<b>10,984,095.55</b>	<b>10,984,095.55</b>	<b>0.30</b>	<b>1.430</b>	<b>1</b>
<b>Fund: SAFE CAPITAL PROJECTS</b>						
Checking Accounts	1	10,821,995.04	10,821,995.04	0.29	1.430	1
<b>Subtotal</b>	<b>1</b>	<b>10,821,995.04</b>	<b>10,821,995.04</b>	<b>0.29</b>	<b>1.430</b>	<b>1</b>
<b>Fund: RM2 OPERATING</b>						
Checking Accounts	1	4,308,733.44	4,308,733.44	0.12	1.430	1
<b>Subtotal</b>	<b>1</b>	<b>4,308,733.44</b>	<b>4,308,733.44</b>	<b>0.12</b>	<b>1.430</b>	<b>1</b>
<b>Fund: UB DEBT PAYMENT - TRUSTEE</b>						
Mutual Funds - Trustee	1	20,004,625.23	20,004,625.23	0.55	1.230	1
<b>Subtotal</b>	<b>1</b>	<b>20,004,625.23</b>	<b>20,004,625.23</b>	<b>0.55</b>	<b>1.230</b>	<b>1</b>
<b>Fund: DEBT SERVICE RESERVE</b>						
Mutual Funds - Trustee	1	309,188.80	309,188.80	0.01	1.230	1
Municipal Bonds	1	7,000,000.00	7,008,155.19	0.19	0.842	92
Federal Agency Disc. -Amortizing	4	41,625,000.00	41,415,529.48	1.13	1.551	106

**MTC**  
**Summary by Type**  
**February 28, 2018**  
**Grouped by Fund**

Page 4

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: DEBT SERVICE RESERVE</b>						
Federal Agency Coupon - Actual	1	10,000,000.00	10,004,115.00	0.27	1.575	449
Federal Agency Coupon Securities	25	296,900,000.00	293,804,141.63	8.01	1.566	685
<b>Subtotal</b>	<b>32</b>	<b>355,834,188.80</b>	<b>352,541,130.10</b>	<b>9.61</b>	<b>1.550</b>	<b>599</b>
<b>Fund: BATA SUB 2014 S-5 RESERVE</b>						
Federal Agency Coupon Securities	1	1,400,000.00	1,354,794.00	0.04	2.200	1,659
Mutual Funds - Trustee	1	46,541.53	46,541.53	0.00	1.270	1
<b>Subtotal</b>	<b>2</b>	<b>1,446,541.53</b>	<b>1,401,335.53</b>	<b>0.04</b>	<b>2.170</b>	<b>1,606</b>
<b>Fund: BATA SUB 2014 S-6 RESERVE</b>						
Federal Agency Disc. -Amortizing	1	150,000.00	150,000.00	0.00	1.285	0
Federal Agency Coupon Securities	2	13,800,000.00	13,431,678.00	0.37	2.236	1,689
Mutual Funds - Trustee	1	121,000.99	121,000.99	0.00	1.270	1
<b>Subtotal</b>	<b>4</b>	<b>14,071,000.99</b>	<b>13,702,678.99</b>	<b>0.37</b>	<b>2.218</b>	<b>1,657</b>
<b>Fund: BATA 2010 S-1 RESERVE</b>						
Federal Agency Disc. -Amortizing	3	33,300,000.00	33,141,086.10	0.90	1.546	98
Federal Agency Coupon Securities	7	37,310,000.00	37,026,535.82	1.01	1.438	522
Mutual Funds - Trustee	1	139,715.70	139,715.70	0.00	1.270	1
<b>Subtotal</b>	<b>11</b>	<b>70,749,715.70</b>	<b>70,307,337.62</b>	<b>1.91</b>	<b>1.488</b>	<b>322</b>
<b>Fund: BONY DEBT PAYMENT - TRUSTEE</b>						
Mutual Funds - Trustee	1	17,132,487.18	17,132,487.18	0.47	1.270	1
<b>Subtotal</b>	<b>1</b>	<b>17,132,487.18</b>	<b>17,132,487.18</b>	<b>0.47</b>	<b>1.270</b>	<b>1</b>
<b>Fund: BATA 2017 S-7 RESERVE</b>						
Federal Agency Disc. -Amortizing	1	100,000.00	100,000.00	0.00	1.285	0
Federal Agency Coupon Securities	5	57,210,000.00	55,763,417.51	1.52	2.205	1,545
Mutual Funds - Trustee	1	11,963.20	11,963.20	0.00	1.270	1
<b>Subtotal</b>	<b>7</b>	<b>57,321,963.20</b>	<b>55,875,380.71</b>	<b>1.52</b>	<b>2.203</b>	<b>1,542</b>
<b>Fund: BATA 2010 S-2 RESERVE</b>						
Federal Agency Coupon Securities	1	50,000.00	49,511.65	0.00	1.700	610

**MTC**  
**Summary by Type**  
**February 28, 2018**  
**Grouped by Fund**

Page 5

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: BATA 2010 S-2 RESERVE</b>						
Mutual Funds - Trustee	1	5,051.04	5,051.04	0.00	1.270	1
<b>Subtotal</b>	<b>2</b>	<b>55,051.04</b>	<b>54,562.69</b>	<b>0.00</b>	<b>1.661</b>	<b>554</b>
<b>Fund: BATA 2010 S-3 RESERVE</b>						
Federal Agency Disc. -Amortizing	1	6,030,000.00	6,005,102.13	0.16	1.524	89
Federal Agency Coupon Securities	4	16,170,000.00	15,851,443.28	0.43	2.038	1,208
Mutual Funds - Trustee	1	77,645.01	77,645.01	0.00	1.270	1
<b>Subtotal</b>	<b>6</b>	<b>22,277,645.01</b>	<b>21,934,190.42</b>	<b>0.59</b>	<b>1.897</b>	<b>902</b>
<b>Fund: RM2 CAPITAL</b>						
Mutual Funds - Custodial	3	2,792,347.79	2,761,997.39	0.08	2.086	1
Federal Agency Disc. -Amortizing	10	71,270,000.00	71,117,334.79	1.94	1.234	47
Federal Agency Coupon Securities	2	11,900,000.00	11,746,105.00	0.32	1.855	824
Checking Accounts	1	15,355,475.18	15,355,475.18	0.42	1.430	1
<b>Subtotal</b>	<b>16</b>	<b>101,317,822.97</b>	<b>100,980,912.36</b>	<b>2.76</b>	<b>1.361</b>	<b>130</b>
<b>Fund: BATA REHAB RESERVE</b>						
Mutual Funds - Custodial	2	10,005,015.69	9,887,141.26	0.27	2.150	1
Federal Agency Coupon Securities	3	25,000,000.00	24,450,925.00	0.67	2.042	1,372
Federal Agency Disc. -Amortizing	4	38,500,000.00	38,349,476.47	1.05	1.448	82
Checking Accounts	1	897,825.42	897,825.42	0.02	1.430	1
<b>Subtotal</b>	<b>10</b>	<b>74,402,841.11</b>	<b>73,585,368.15</b>	<b>2.01</b>	<b>1.743</b>	<b>504</b>
<b>Fund: BATA REHAB PROJECTS</b>						
Federal Agency Coupon Securities	1	15,000,000.00	14,767,800.00	0.40	1.800	911
Federal Agency Disc. -Amortizing	8	117,965,000.00	117,549,743.56	3.20	1.435	74
Mutual Funds - Custodial	1	27,597.64	27,597.64	0.00	1.270	1
Checking Accounts	1	4,355,161.21	4,355,161.21	0.12	1.430	1
<b>Subtotal</b>	<b>11</b>	<b>137,347,758.85</b>	<b>136,700,302.41</b>	<b>3.72</b>	<b>1.475</b>	<b>163</b>
<b>Fund: BATA - SEISMIC CAPITAL</b>						
Mutual Funds - Custodial	3	4,603,849.39	4,589,608.14	0.13	1.501	1

**MTC**  
**Summary by Type**  
**February 28, 2018**  
**Grouped by Fund**

Page 6

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: BATA - SEISMIC CAPITAL</b>						
Federal Agency Coupon - Actual	1	15,000,000.00	15,003,285.00	0.41	0.865	39
Federal Agency Disc. -Amortizing	20	284,345,000.00	284,061,823.02	7.74	1.286	21
Checking Accounts	1	4,779,817.56	4,779,817.56	0.13	1.430	1
<b>Subtotal</b>	<b>25</b>	<b>308,728,666.95</b>	<b>308,434,533.72</b>	<b>8.41</b>	<b>1.271</b>	<b>21</b>
<b>Fund: BATA TRANSIT PROGRAM</b>						
Checking Accounts	1	30,554,638.00	30,554,638.00	0.83	1.430	1
<b>Subtotal</b>	<b>1</b>	<b>30,554,638.00</b>	<b>30,554,638.00</b>	<b>0.83</b>	<b>1.430</b>	<b>1</b>
<b>Fund: AB 1171 PROJECTS</b>						
Federal Agency Disc. -Amortizing	2	5,998,000.00	5,986,176.81	0.16	1.582	45
Mutual Funds - Custodial	2	18,877.05	18,877.05	0.00	1.419	1
Checking Accounts	1	49,995,231.78	49,995,231.78	1.36	1.430	1
<b>Subtotal</b>	<b>5</b>	<b>56,012,108.83</b>	<b>56,000,285.64</b>	<b>1.52</b>	<b>1.446</b>	<b>6</b>
<b>Fund: EXPRESS LANES CAPITAL</b>						
Mutual Funds - Custodial	3	10,359,115.91	10,238,420.71	0.28	2.140	1
Federal Agency Disc. -Amortizing	9	136,000,000.00	135,393,393.52	3.69	1.466	91
Federal Agency Coupon Securities	5	42,250,000.00	41,759,441.50	1.14	1.782	777
Checking Accounts	1	2,222,460.56	2,222,460.56	0.06	1.430	1
<b>Subtotal</b>	<b>18</b>	<b>190,831,576.47</b>	<b>189,613,716.29</b>	<b>5.17</b>	<b>1.573</b>	<b>237</b>
<b>Fund: RM1 BATA ADMIN - SELF INSURED</b>						
Mutual Funds - Custodial	3	101,278,759.57	100,085,558.04	2.73	2.150	1
Federal Agency Coupon - Actual	2	28,200,000.00	28,235,724.80	0.77	1.200	168
Federal Agency Disc. -Amortizing	7	123,067,000.00	122,565,405.03	3.34	1.523	84
Federal Agency Coupon Securities	8	60,300,000.00	59,276,706.56	1.62	1.982	1,210
Checking Accounts	1	111,472.25	111,472.25	0.00	1.430	1
<b>Subtotal</b>	<b>21</b>	<b>312,957,231.82</b>	<b>310,274,866.68</b>	<b>8.46</b>	<b>1.786</b>	<b>282</b>
<b>Fund: RM1 BATA ADMIN - O&amp;M RESERVE</b>						
Mutual Funds - Custodial	3	12,165,455.00	12,034,085.39	0.33	2.095	1



**MTC**  
**Summary by Type**  
**February 28, 2018**  
**Grouped by Fund**

Page 7

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: RM1 BATA ADMIN - O&amp;M RESERVE</b>						
Federal Agency Coupon Securities	3	25,000,000.00	24,855,990.00	0.68	1.900	712
Federal Agency Disc. -Amortizing	10	117,822,000.00	117,349,013.00	3.20	1.469	83
Checking Accounts	1	76,891.02	76,891.02	0.00	1.430	1
<b>Subtotal</b>	<b>17</b>	<b>155,064,346.02</b>	<b>154,315,979.41</b>	<b>4.21</b>	<b>1.588</b>	<b>178</b>
<b>Fund: RM1 BATA ADMIN</b>						
Municipal Bonds	1	19,300,000.00	19,300,000.00	0.53	2.289	13,029
Mutual Funds - Custodial	3	73,167,361.91	72,329,109.79	1.97	2.125	1
Federal Agency Disc. -Amortizing	28	501,960,000.00	499,722,324.26	13.62	1.461	91
Local Agency Investment Funds	1	237.35	237.35	0.00	1.412	1
Municipal Bonds	1	5,900,000.00	5,900,000.00	0.16	0.785	31
Checking Accounts	1	14,697,890.57	14,697,890.57	0.40	1.430	1
<b>Subtotal</b>	<b>35</b>	<b>615,025,489.83</b>	<b>611,949,561.97</b>	<b>16.68</b>	<b>1.560</b>	<b>484</b>
<b>Fund: RM2 ADMIN RESERVES</b>						
Federal Agency Disc. -Amortizing	17	138,484,000.00	137,859,926.20	3.76	1.441	93
Mutual Funds - Custodial	1	1,663,113.04	1,663,113.04	0.05	1.270	1
Checking Accounts	1	26,572,456.05	26,572,456.05	0.72	1.430	1
<b>Subtotal</b>	<b>19</b>	<b>166,719,569.09</b>	<b>166,095,495.29</b>	<b>4.53</b>	<b>1.437</b>	<b>77</b>
<b>Fund: UNDISTRIBUTED FUNDS</b>						
Checking Accounts	1	2,741,320.13	2,741,320.13	0.07	0.000 *	1
<b>Subtotal</b>	<b>1</b>	<b>2,741,320.13</b>	<b>2,741,320.13</b>	<b>0.07</b>	<b>0.000</b>	<b>1</b>
<b>Fund: SEISMIC ADMIN</b>						
Mutual Funds - Custodial	2	189,250.09	189,250.09	0.01	1.344	1
Checking Accounts	1	2,792,610.79	2,792,610.79	0.08	1.430	1
<b>Subtotal</b>	<b>3</b>	<b>2,981,860.88</b>	<b>2,981,860.88</b>	<b>0.09</b>	<b>1.425</b>	<b>1</b>
<b>Fund: EXPRESS LANES OPERATING</b>						
Checking Accounts	1	2,855,768.67	2,855,768.67	0.08	1.430	1
<b>Subtotal</b>	<b>1</b>	<b>2,855,768.67</b>	<b>2,855,768.67</b>	<b>0.08</b>	<b>1.430</b>	<b>1</b>

\* Earnings Credit Rate of 0.01%

**MTC**  
**Summary by Type**  
**February 28, 2018**  
**Grouped by Fund**

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Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: FASTRAK</b>						
Checking Accounts	5	25,734,399.76	25,734,399.76	0.70	0.000 *	1
Mutual Funds - Custodial	1	86,638,556.38	86,638,556.38	2.36	0.655	1
<b>Subtotal</b>	<b>6</b>	<b>112,372,956.14</b>	<b>112,372,956.14</b>	<b>3.06</b>	<b>0.505</b>	<b>1</b>
<b>Fund: CLIPPER</b>						
Checking Accounts	4	70,456,976.50	70,456,976.50	1.92	0.000 **	1
<b>Subtotal</b>	<b>4</b>	<b>70,456,976.50</b>	<b>70,456,976.50</b>	<b>1.92</b>	<b>0.000</b>	<b>1</b>
<b>Fund: BAHA OPERATING</b>						
Checking Accounts	2	13,485,903.36	13,485,903.36	0.37	1.167	1
<b>Subtotal</b>	<b>2</b>	<b>13,485,903.36</b>	<b>13,485,903.36</b>	<b>0.37</b>	<b>1.167</b>	<b>1</b>
<b>Fund: BAHA OWNER'S</b>						
Checking Accounts	1	3,380,525.93	3,380,525.93	0.09	0.000 **	1
<b>Subtotal</b>	<b>1</b>	<b>3,380,525.93</b>	<b>3,380,525.93</b>	<b>0.09</b>	<b>0.000</b>	<b>1</b>
<b>Fund: BAHA CAPITAL</b>						
Mutual Funds - Custodial	1	206.53	206.53	0.00	1.270	1
Checking Accounts	1	4,148,040.77	4,148,040.77	0.11	1.430	1
<b>Subtotal</b>	<b>2</b>	<b>4,148,247.30</b>	<b>4,148,247.30</b>	<b>0.11</b>	<b>1.430</b>	<b>1</b>
<b>Fund: 375 BEALE STREET (BAHA)</b>						
Checking Accounts	1	540,212.69	540,212.69	0.01	1.430	1
<b>Subtotal</b>	<b>1</b>	<b>540,212.69</b>	<b>540,212.69</b>	<b>0.01</b>	<b>1.430</b>	<b>1</b>
<b>Fund: BAIFA OP Admin</b>						
Checking Accounts	1	1,959,658.87	1,959,658.87	0.05	1.430	1
<b>Subtotal</b>	<b>1</b>	<b>1,959,658.87</b>	<b>1,959,658.87</b>	<b>0.05</b>	<b>1.430</b>	<b>1</b>
<b>Total and Average</b>	<b>349</b>	<b>3,688,696,374.15</b>	<b>3,669,124,675.28</b>	<b>100.00</b>	<b>1.460</b>	<b>279 ***</b>

\* Earnings Allowance Rate of 0.35%

\*\* Earnings Credit Rate of 0.04%

\*\*\* Average Days to Maturity of the CAL TRUST MEDIUM-TERM FUND is 759 days  
The Adjusted Average Days to Maturity of the MTC Portfolio is 321 days



**MTC**  
**Summary by Issuer**  
**February 28, 2018**

Issuer	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
FASTRAK - PREPAID	1	20,089,050.80	20,089,050.80	0.55	0.000	1
BAY AREA AIR QUALITY MGMT DIST	1	19,300,000.00	19,300,000.00	0.53	2.289	13,029
BLK ROCK T-FUND TRUSTEE	2	20,313,814.03	20,313,814.03	0.55	1.230	1
FASTRAK - PARKING FEES	1	91,722.90	91,722.90	0.00	0.000	1
FASTRAK - VIOLATIONS	1	2,755,170.20	2,755,170.20	0.08	0.000	1
FASTRAK - REFUND	1	1,017,475.81	1,017,475.81	0.03	0.000	1
FASTRAK - FEE ACCOUNT	1	1,780,980.05	1,780,980.05	0.05	0.000	1
CALIFORNIA ASSET MANAGEMENT PR	8	1,177,581.43	1,177,581.43	0.03	1.500	1
CALTRUST MEDIUM-TERM FUND	7	207,507,645.65	205,061,661.11	5.59	2.150	1
EAST BAY MUD	1	7,000,000.00	7,008,155.19	0.19	0.842	92
FED FARM CREDIT BANK	4	53,200,000.00	53,195,709.80	1.45	1.350	303
FED HOME LOAN BANK	162	1,958,435,000.00	1,947,431,944.30	53.08	1.508	192
FED HOME LOAN MTG CORP	78	828,860,000.00	823,041,616.66	22.43	1.467	432
FED NATIONAL MTG ASSN	7	48,885,000.00	48,576,859.72	1.32	1.445	498
LAIF	3	329,986.60	329,986.60	0.01	1.412	1
LOS ANGELES DEPT WTR & PWR	1	5,900,000.00	5,900,000.00	0.16	0.785	31
MORGAN STANLEY GOVT TRUSTEE	7	17,534,404.65	17,534,404.65	0.48	1.270	1
MORGAN STANLEY GOVT CUSTODY	19	7,861,820.17	7,861,820.17	0.21	1.270	1
FASTRAK BLK ROCK TREAS TR FUND	1	86,638,556.38	86,638,556.38	2.36	0.655	1
UBOC CHECKING	1	1,356,480.08	1,356,480.08	0.04	0.010	1
UBOC DISTRICT 4 AND CHANGE FUN	1	2,741,320.13	2,741,320.13	0.07	0.000	1
UBOC INTEREST ON CHECKING	35	319,603,996.68	319,603,996.68	8.71	1.430	1
CLIPPER SETTLEMENT ACCOUNT	1	1,540,151.81	1,540,151.81	0.04	0.000	1

**MTC**  
**Summary by Issuer**  
**February 28, 2018**

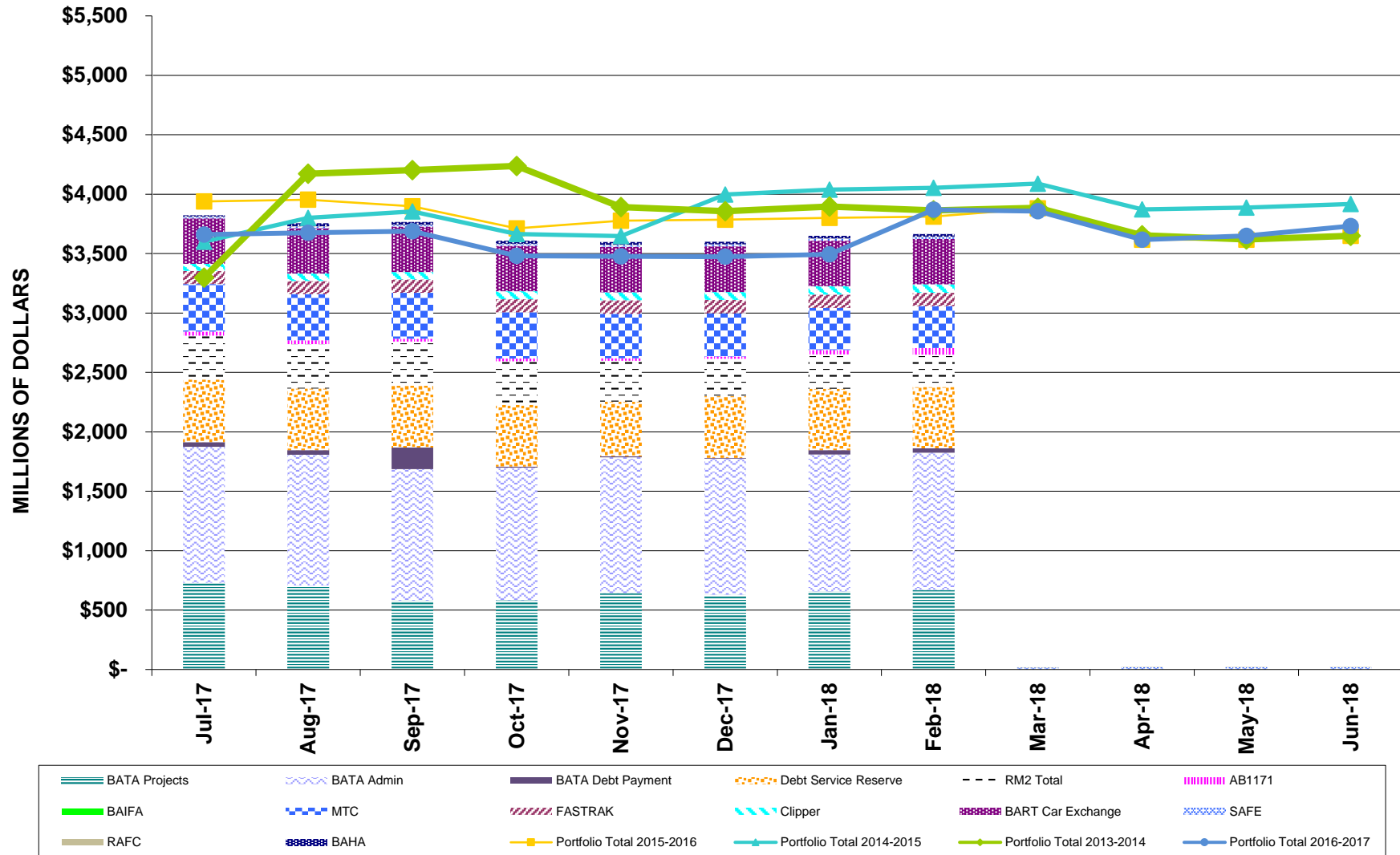
Page 2

Issuer	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
CLIPPER FLOAT ACCOUNT	1	67,301,782.21	67,301,782.21	1.83	0.000	1
CLIPPER PARTICIPANT CLAIM FUND	1	1,543,138.14	1,543,138.14	0.04	0.000	1
UBOC BAHA CHECKING	2	5,859,392.09	5,859,392.09	0.16	0.000	1
CLIPPER REFUND ACCOUNT	1	71,904.34	71,904.34	0.00	0.000	1
<b>Total and Average</b>	<b>349</b>	<b>3,688,696,374.15</b>	<b>3,669,124,675.28</b>	<b>100.00</b>	<b>1.460</b>	<b>279 *</b>

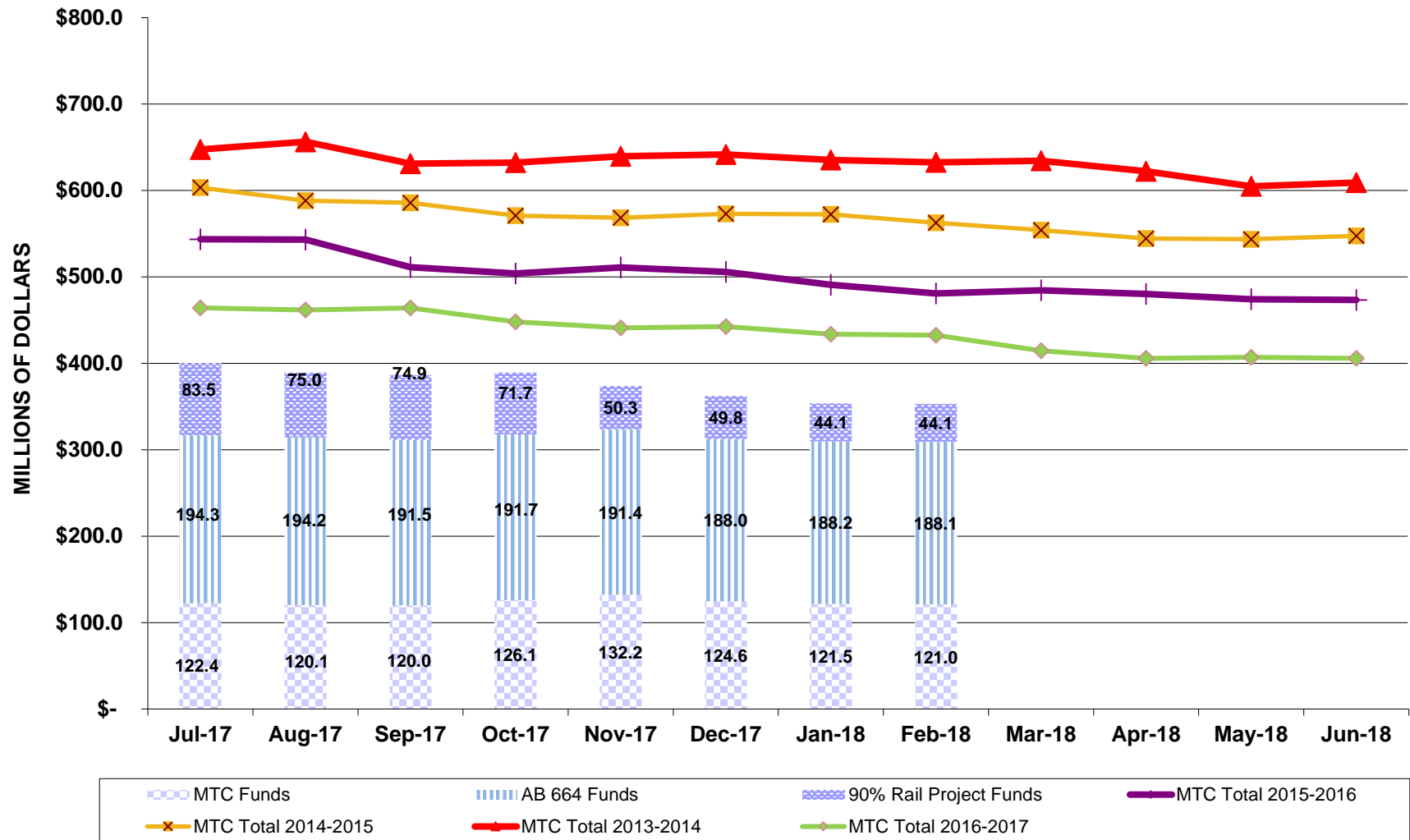
\* Average Days to Maturity of the CAL TRUST MEDIUM-TERM FUND is 759 days

The adjusted Average Days to Maturity of the MTC Portfolio is 321 days

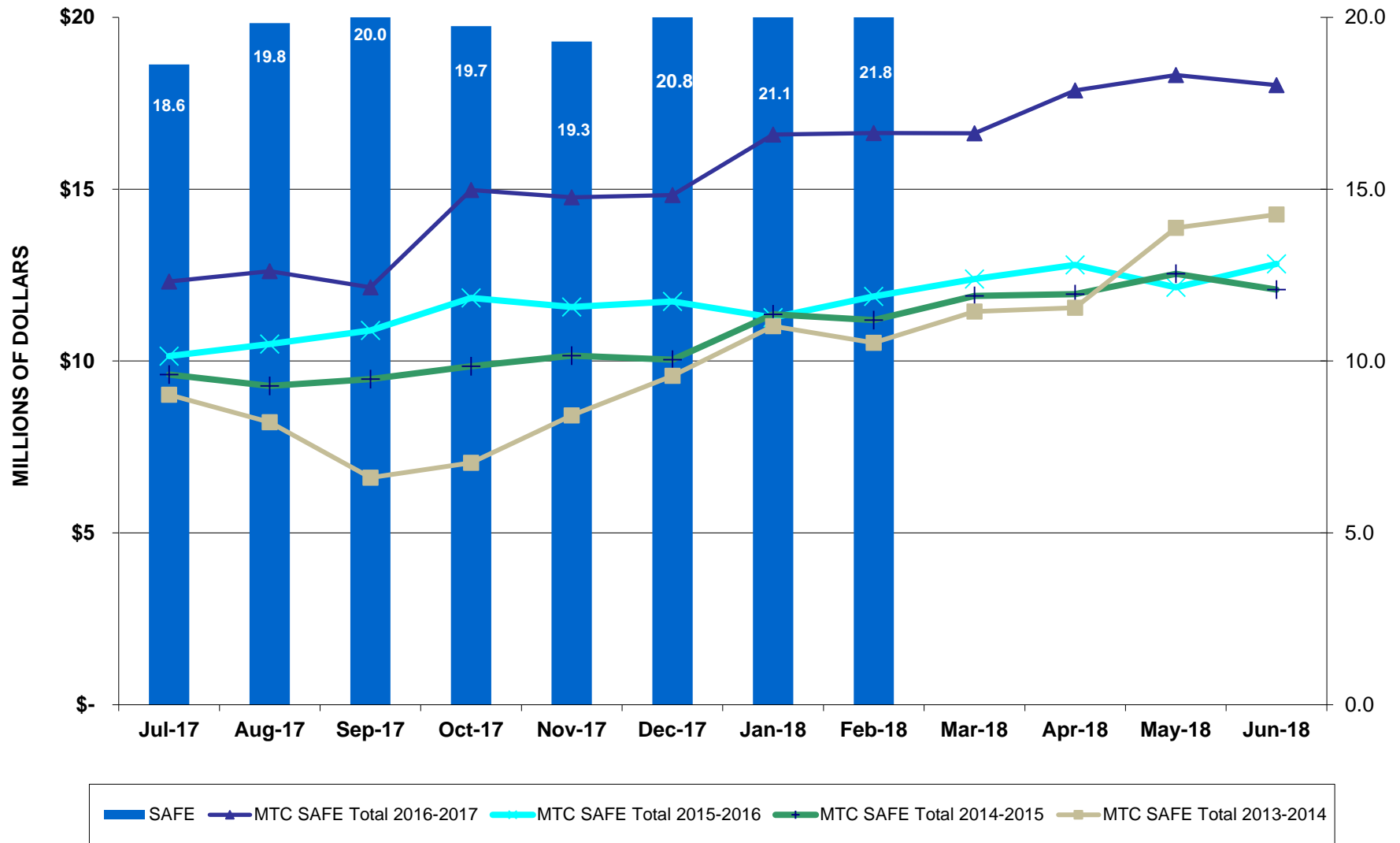
# TOTAL PORTFOLIO February 2018



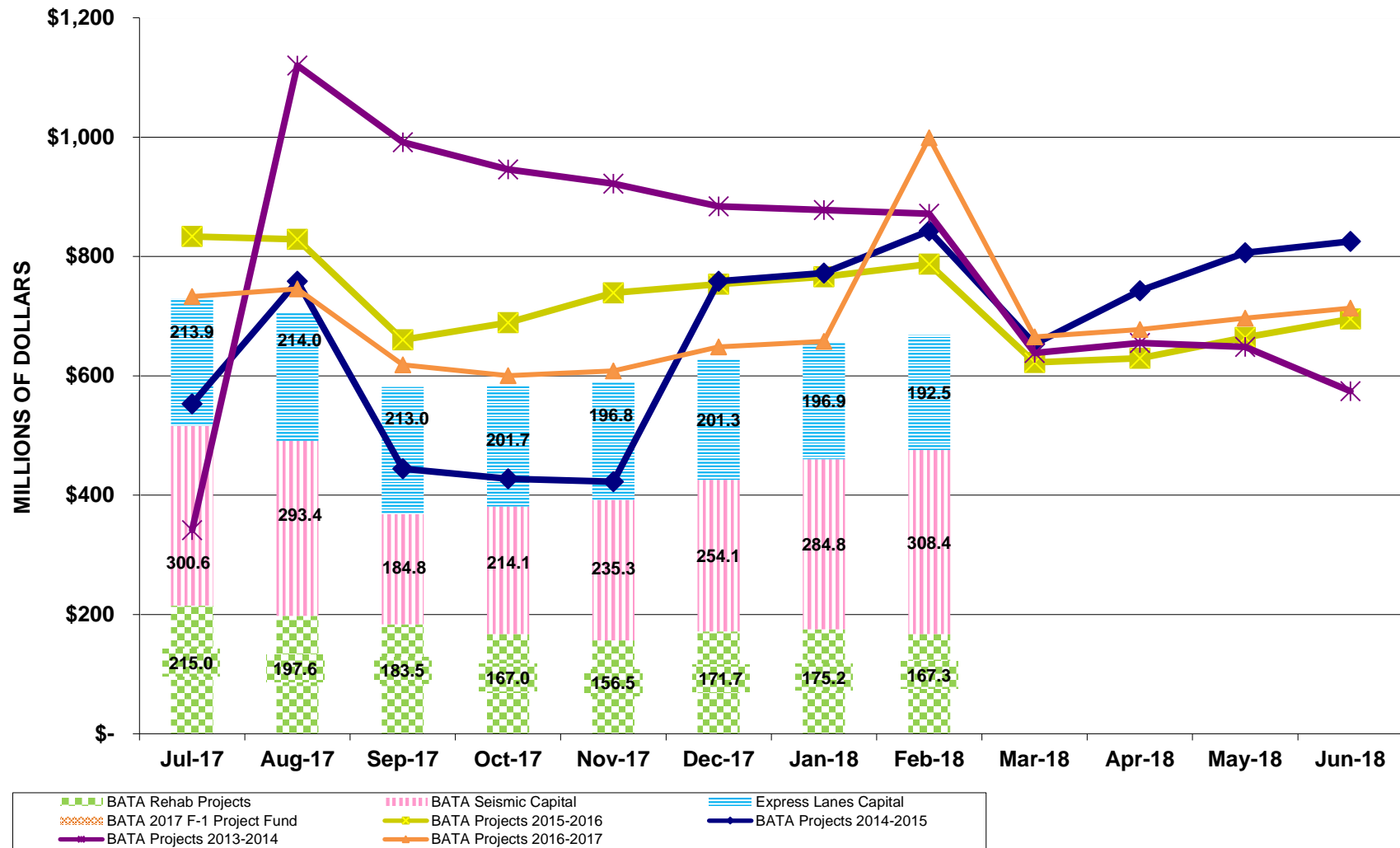
# MTC FUNDS February 2018



# MTC SAFE FUNDS February 2018

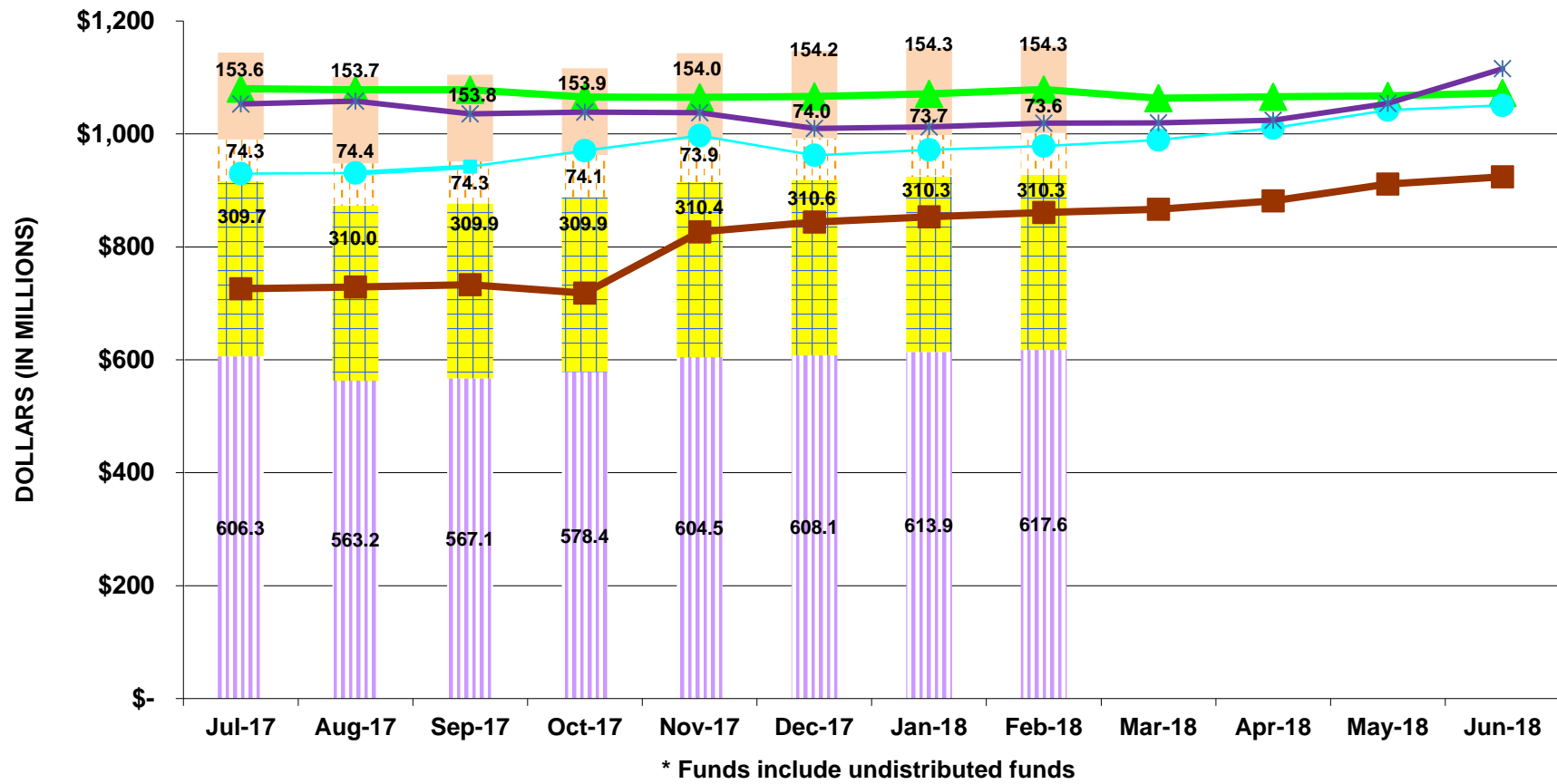


# BATA PROJECTS February 2018

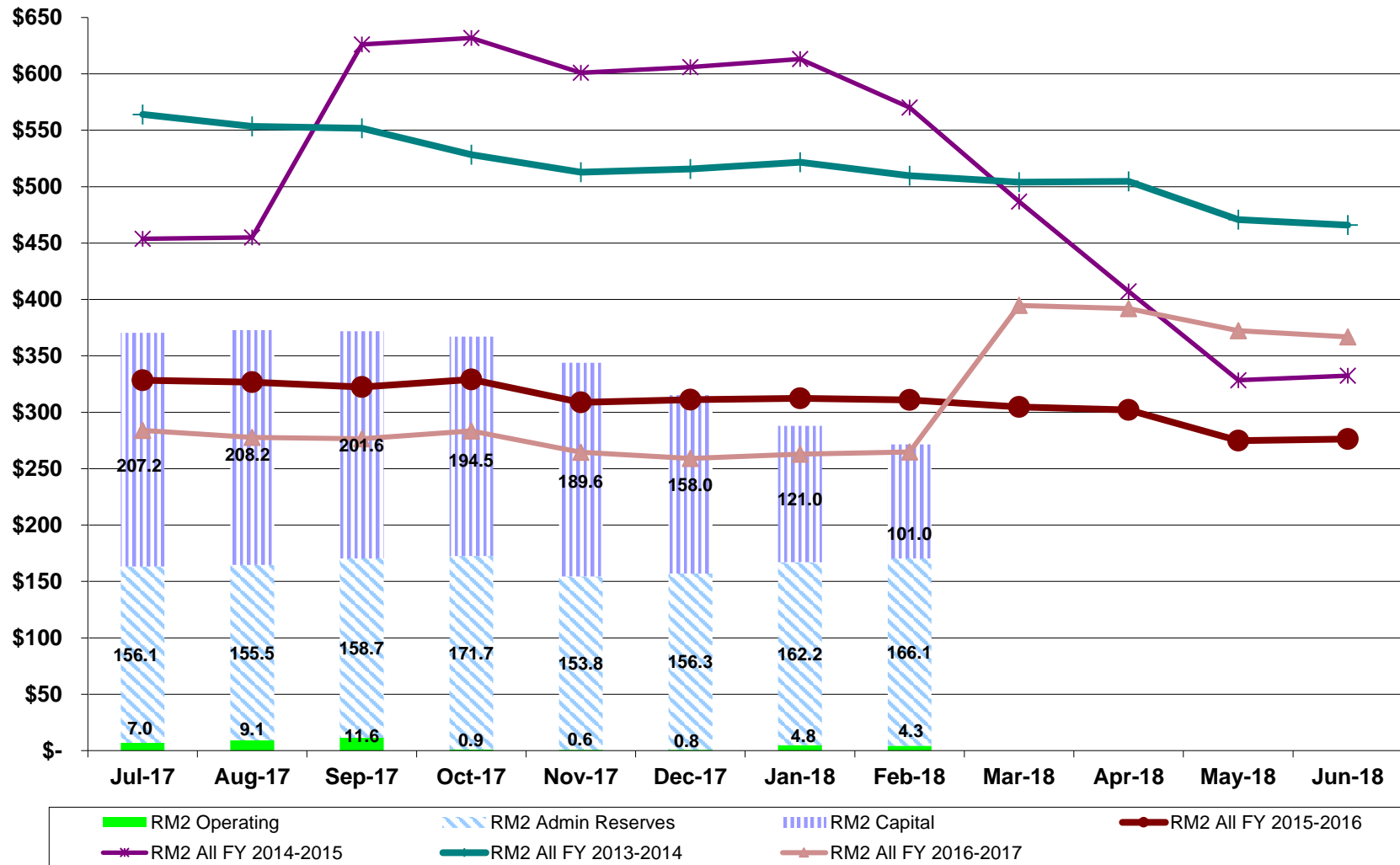




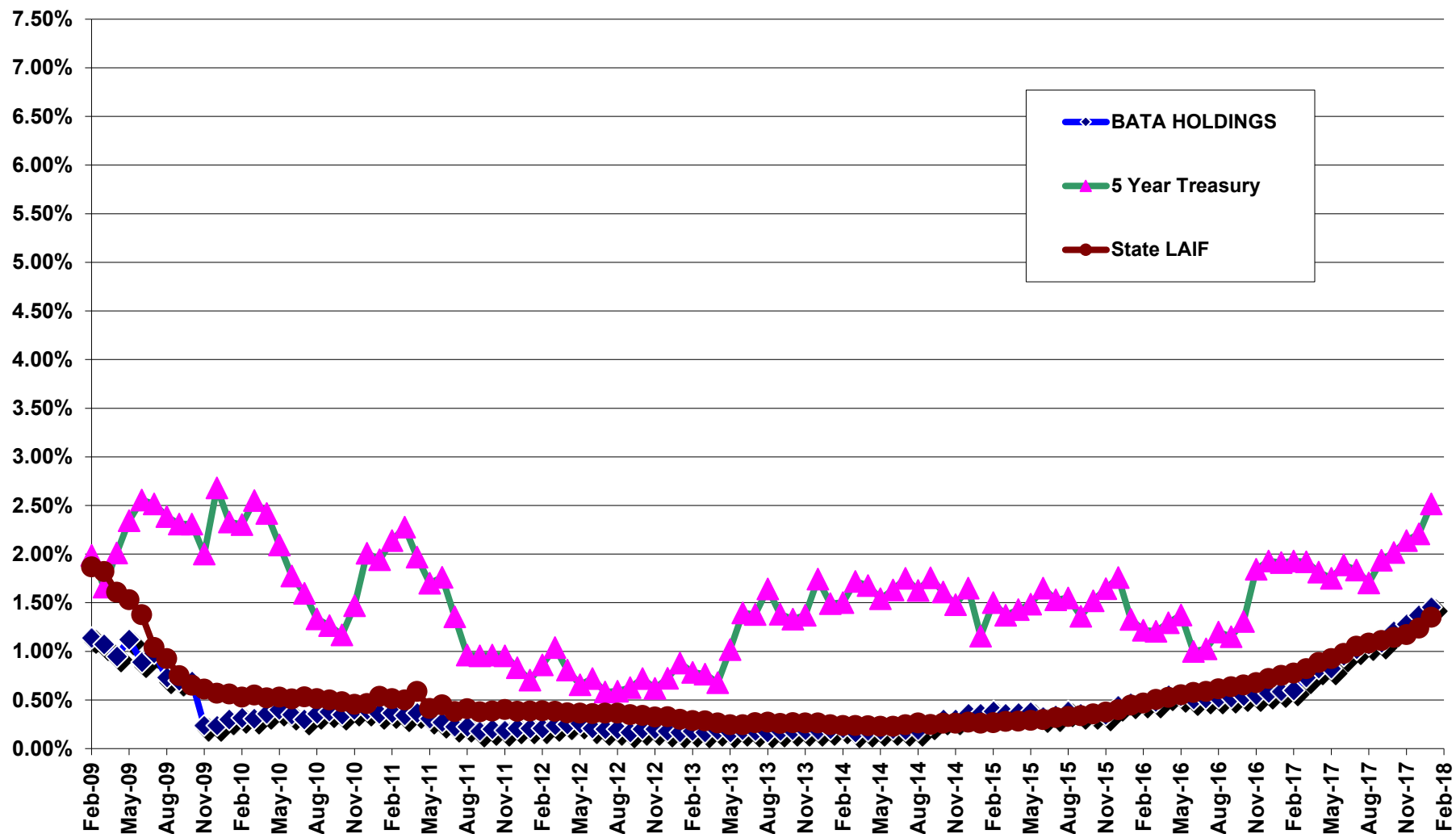
# **BATA ADMIN** **February 2018**



# REGIONAL MEASURE 2 FUNDS February 2018



Investment Rate Benchmarks  
Febuary 2018  
(BATA)





# Metropolitan Transportation Commission

375 Beale Street, Suite 800  
San Francisco, CA 94105

## Legislation Details (With Text)

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**File #:** 18-0213      **Version:** 1      **Name:**

**Type:** Report      **Status:** Consent

**File created:** 3/8/2018      **In control:** Administration Committee

**On agenda:** 4/11/2018      **Final action:**

**Title:** MTC Financial Statements for February 2018

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2c\\_Financial\\_Statement\\_February'2018.pdf](#)

Date	Ver.	Action By	Action	Result
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**Subject:**  
MTC Financial Statements for February 2018

**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](http://www.mtc.ca.gov)

## *Memorandum*

TO: Administration Committee

DATE: April 4, 2018

FR: Executive Director

RE: MTC Financial Statements for February 2018

Attached please find MTC financial statements for the eight-month period ending February 2018. Major highlights of the eight-month period include:

- (1) **Operating Income:** Total operating income for the eight months is below target at 50% with 67% of the budget year expired. Sales tax (TDA) and federal planning funds are running slightly ahead of budget.
- (2) **Transfers:** Transfers are at 41% of budget while the annual 1% BATA administration fee of \$7.5 million is complete for FY 2017-18.
- (3) **Operating Expenditures:** Total operating expenditures, excluding contracts, are at 62% through February. Computer services are running slightly ahead of budget. Overall, we still expect operating expenditures to end the year within budget.
- (4) **Carry Over:** Prior year carryover balances of \$6.8 million for contract services have been included in the FY 2017-18 budgets.

**Federal Grants:** There are seven new grants in the FY 2017-18 budget that MTC will be applying for in the near future. There are twelve new grants in the FY 2017-18 budget that have been awarded and four grants have been fully spent and will be closed out this year.

If there are any questions, please contact Sonia Elsonbaty at (415) 778-5298.



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Steve Heminger

**OPERATING INCOME**  
**MTC OPERATING BUDGET FOR FY 2017-18**  
**As of February (66.7% of year)**

	1	2	3	4
Operating Revenue	FY 2017-18 Adopted Budget	Actual Revenue	Budget Balance Over/(Under)	% of Budget (col 2/1)
<b>General Fund Revenue:</b>				
TDA	13,250,000	9,174,081	(4,075,919)	69.2%
Interest	30,000	16,568	(13,432)	55.2%
<b>General Fund Total</b>	<b>13,280,000</b>	<b>9,190,649</b>	<b>(4,089,351)</b>	<b>69.2%</b>
<b>Federal Planning Revenue:</b>				
FHWA - PL	7,989,524	5,731,282	(2,258,241)	71.7%
FHWA - SP&R	342,200	121,631	(220,569)	35.5%
FTA 5304	841,241	77,244	(763,997)	9.2%
FTA 5303	5,465,629	3,412,567	(2,053,062)	62.4%
<b>FTA Total</b>	<b>14,638,593</b>	<b>9,342,725</b>	<b>(5,295,869)</b>	<b>63.8%</b>
<b>State Funding Revenue:</b>				
STIP	664,912	287,392	(377,520)	43.2%
Regional Coastal Conservancy	1,172,376	308,998	(863,378)	26.4%
Senate Bill 1 (SB1)	2,296,563	697,318	(1,599,245)	30.4%
<b>State Revenue Total</b>	<b>4,133,851</b>	<b>1,293,709</b>	<b>(2,840,142)</b>	<b>31.3%</b>
<b>Local Funding Revenue:</b>				
TFCA	870,000	-	(870,000)	0.0%
HOV	500,000	278,150	(221,850)	55.6%
PTAP LM	164,494	101,692	(62,802)	61.8%
Pavement Management	1,402,780	800,939	(601,841)	57.1%
BAAQMD	818,605	156,448	(662,157)	19.1%
Miscellaneous	2,109,831	515,133	(1,594,698)	24.4%
<b>Local Total</b>	<b>5,865,710</b>	<b>1,852,361</b>	<b>(4,013,348)</b>	<b>31.6%</b>
<b>Transfers:</b>				
BATA 1%	7,494,251	7,494,251	-	100.0%
Transfer BATA	1,940,075	1,035,043	(905,032)	53.4%
SAFE	2,372,469	332,088	(2,040,381)	14.0%
2% Transit Transfers	408,000	-	(408,000)	0.0%
Transfers in - STA	2,426,513	128,946	(2,297,567)	5.3%
Bay Trail 2% Bridge Tolls & 5%	723,000	519,191	(203,809)	71.8%
Membership Dues	782,401	-	(782,401)	0.0%
Transfer from or (to) Reserve/Capital	10,512,585	1,325,990	(9,186,596)	12.6%
<b>Transfers Total</b>	<b>26,659,294</b>	<b>10,835,509</b>	<b>(15,823,785)</b>	<b>40.6%</b>
<b>Total Operating Revenue</b>	<b>64,577,448</b>	<b>32,514,952</b>	<b>(32,062,496)</b>	<b>50.4%</b>

**OPERATING EXPENDITURES**  
**MTC OPERATING BUDGET FOR FY 2017-18**  
**As of February (66.7% of year)**

	1	2	3	4	5
	FY 2017-18	Actual	Budget Balance	% of Budget	
Operating Expenditures	Adopted Budget	Expense	Over/(Under)	(col 2/1)	Encumbrance
Salaries & Benefits	29,132,881	19,135,774	(9,997,107)	65.7%	-
Travel & Training	590,419	323,725	(266,694)	54.8%	42,277
Commission Expense					
Commissioner Expense	150,000	42,621	(107,379)	28.4%	-
Advisory Committees	15,000	12,600	(2,400)	84.0%	-
Printing & Graphics	150,200	39,419	(110,781)	26.2%	31,883
Computer Services	2,584,907	1,821,196	(763,711)	70.5%	697,442
General Operations	4,291,500	1,483,114	(2,808,386)	34.6%	1,034,794
<b>Total operating</b>	<b>36,914,907</b>	<b>22,858,448</b>	<b>(14,056,459)</b>	<b>61.9%</b>	<b>1,806,396</b>
Contract Services	27,662,539	4,944,779	(22,717,760)	17.9%	8,289,406
<b>Total Operating Expenditures</b>	<b>64,577,446</b>	<b>27,803,228</b>	<b>(36,774,218)</b>	<b>43.1%</b>	<b>10,095,802</b>

**MTC CAPITAL BUDGETS As of  
February (66.7% of year)**

<u>Capital</u>	<b>Total Budget</b>	<b>Actual</b>	<b>Encumbrance</b>	<b>Balance</b>
<b>Transfer from Reserves</b>	<b>\$276,156</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Expense</b>	<b>\$276,156</b>	<b>\$89,312</b>	<b>\$105,726</b>	<b>\$81,118</b>

<u>Hub Signage Program</u>	<b>LTD Total Budget</b>	<b>LTD Actual</b>	<b>Encumbrance</b>	<b>LTD Balance</b>
Prop 1B	9,729,204	9,729,204	-	0
RM2	362,000	158,885	-	203,115
Real Flag Sign - STA	2,743,624	569,561	-	2,174,063
<b>Revenue</b>	<b>\$12,834,828</b>	<b>\$10,457,650</b>	<b>\$429,478</b>	<b>\$1,947,699</b>
<b>Expense</b>	<b>\$12,834,828</b>	<b>\$9,796,760</b>	<b>\$429,478</b>	<b>\$2,608,590</b>



**LIFE TO DATE FEDERAL GRANT BUDGET**  
**As of February (66.7% of year)**

Fund Source	Project Description	Grant LTD			Staff Actual	Consultant Actual	Enc.	Remaining Balance
		Balance as of 6/30/2017	New Grants	Total Grants				
STP GRANTS								
6084-146 1580	Station Area Planning	474,045	-	474,045	-	-	155,929	318,116
6084-175 1801	MTC Regional Planning	3,479,604	-	3,479,604	117,094	1,145,635	1,636,381	580,494
6084-176 1803	511 Grant	3,773,067	-	3,773,067	40,192	1,121,519	2,151,819	459,537
6084-179 1806	Pavement Management	96,175	-	96,175	-	14,207	47,782	34,186
6084-186 1812	OBAG Regional PDA	5,732,653	-	5,732,653	-	483,455	4,380,114	869,084
6084-193 1816	Arterial Operations	1,183,673	-	1,183,673	-	172,178	423,463	588,032
6084-198 1818	Pavement Management	1,495,705	5,500,000	6,995,705	-	771,390	810,455	5,413,861
6084-199 1819	511 Traveler Information	6,891,032	-	6,891,032	1,186,053	1,215,650	3,496,080	993,249
6084-201 1820	Freeway Performance Initiative	3,454,981	-	3,454,981	1,339,209	106,877	702,565	1,306,330
6084-203 1821	Arterial Operations	499,000	-	499,000	483,888	-	-	15,112
6084-205 1822	Pavement Management	130,150	1,500,000	1,630,150	-	241,943	62,214	1,325,993
6160-027 1823	Incident Management	516,000	-	516,000	106,936	-	-	409,064
6084-206 1826	CMA Planning	39,016,000	-	39,016,000	-	995,544	9,643,456	28,377,000
6084-207 1827	MTC Planning	9,555,000	-	9,555,000	8,853	43,783	222,217	9,280,147
6084-212 1834	Connected Vehicles/Shared Mobility		5,000,000	5,000,000	-	-	-	5,000,000
NEW	PDA Planning & Implementation	-	18,500,000	18,500,000	-	-	-	18,500,000
NEW	Freeway Performance	-	43,000,000	43,000,000	-	-	-	43,000,000
NEW	Field Equipment Devices O&M		19,000,000	19,000,000	-	-	-	19,000,000
NEW	Bay Area Forward		2,500,000	2,500,000	-	-	-	2,500,000
TOTAL		\$76,297,086	\$95,000,000	\$171,297,086	\$3,282,224	\$6,312,180	\$23,732,477	\$137,970,205
CMAQ GRANTS								
6084-160 1589	Arterial Operations	982,998	-	982,998	-	174,082	775,491	33,425
6084-164 1591	Climate Initiatives	334,612	-	334,612	-	24,835	309,777	-
6160-018 1596	Freeway Performance	1,255,737	-	1,255,737	90,075	393,367	748,673	23,622
6160-020 1800	Incident Management	743,337	-	743,337	369,968	41,200	206,082	126,087
6084-176 1804	511 Grant	528,652	-	528,652		259,069	269,583	-
6084-180 1809	Freeway Performance Corridor Studies	1,949,896	-	1,949,896	-	175,505	1,414,820	359,570
6084-188 1814	Regional Bicycle Program	1,411,018	(1,405,364)	5,654	-	-	-	5,654
6084-202 1824	Climate Initiatives	1,100,000	-	1,100,000		119,871	364,895	615,235
6084-209 1825	Operate Car Pool Program	8,000,000	-	8,000,000	68,657	-	986,718	6,944,625
6084-211 1828	Commuter Benefits Implementation	-	1,379,000	1,379,000	-	6,355	151,547	1,221,098
6084-210-1829	Incident Management	-	14,278,000	14,278,000	-	-	-	14,278,000
6084-215 1830	Spare the Air Youth Program	-	2,463,000	2,463,000	-	-	2,451,768	11,232
6084-216 1831	Arterial/Transit Performance	-	18,000,000	18,000,000	-	117,710	342,410	17,539,880
6084-208 1832	Vanpool Program	-	2,000,000	2,000,000	-	-	-	2,000,000
6084-213 1833	511 Next Generation	-	37,215,000	37,215,000	-	-	-	37,215,000
NEW	Climate Initiatives	-	22,000,000	22,000,000	-	-	-	22,000,000
NEW	Rideshare Implementation	-	720,000	720,000	-	-	-	720,000
NEW	Capital Bike Share	-	2,000,000	2,000,000	-	-	-	2,000,000
NEW	Carpool Program	-	7,280,000	7,280,000	-	-	-	7,280,000
NEW	Bay Area Forward	-	5,820,000	5,820,000	-	-	-	5,820,000
NEW	Incident Management	-	13,000,000	13,000,000	-	-	-	13,000,000
TOTAL		\$16,306,249	\$124,749,636	\$141,055,885	\$528,699	\$1,311,993	\$8,021,764	\$131,193,428
FTA GRANTS								
CA57-X023 1623	New Freedom	107,525	-	107,525	-	419	17,485	89,622
CA37-X104 1625	JARC	270,799	-	270,799	-	78,994	191,804	-
CA57-X050 1626	New Freedom	47,417	-	47,417	-	-	-	47,417
CA37-X133 1627	JARC	130,193	-	130,193	-	-	41,461	88,732
CA57-X074 1628	New Freedom	33,451	-	33,451	-	-	26,774	6,677
CA37-X164 1629	JARC	281,348	-	281,348	-	74,627	193,575	13,146
CA37-X177 1630	JARC	1,061,717	-	1,061,717	-	86,017	452,882	522,818
CA34-X001 1631	FTA 5339 - Bus Purchases	9,665,839	-	9,665,839	-	-	-	9,665,839
CA57-X109 1632	New Freedom	419,219	-	419,219	-	-	306,362	112,857
CA34-0024 1633	FTA 5339 - Bus Purchases	4,898,890	-	4,898,890	-	-	-	4,898,890
CA34-0032 1634	FTA 5339 - Bus Purchases	2,518,280	-	2,518,280	-	-	-	2,518,280
CA16-X065 1635	FTA 5310	171,756	692,000	863,756	171,756	-	-	692,000
CA79-1001-1668	TIGER *	17,340	-	17,340	-	-	-	17,340
TOTAL		\$7,606,266	\$692,000	20,315,773	171,756	240,056	1,230,343	18,673,617

**LIFE TO DATE FEDERAL GRANT BUDGET**

**As of February (66.7% of year)**

Fund Source	Project Description	Grant LTD		Total Grants	Staff Actual	Consultant Actual	Enc.	Remaining Balance
		Balance as of 6/30/2017	New Grants					
SHA 6084-184	1112 FHWA - SHRP2	402,528	-	402,528	-	99,518	256,194	46,816
G16AC00318	1311 USGS National Grant - G16AC00318*	13,678	-	13,678	13,678	-	-	-
G16AP00172	1312 USGS National Grant - G16AC00172	42,031	-	42,031	18,680	-	-	23,351
G15AP00118	1313 USGS National Grant - G15AC00118	12,801	-	12,801	2,056	8,759	35	1,951
G17AC00135	1314 USGS National Grant - G17AC00239	50,000	-	50,000	13,883	12,975	7,575	15,567
G17AC00239	1315 USGS National Grant - G17AC00136	-	-	50,000	45,000	-	-	5,000
BF-99T455	1340 Environmental Protection Agency (EPA)	531,563	-	531,563	26,841	32,665	337,335	134,722
CA000007-01	1342 Environmental Protection Agency (EPA)	-	-	600,000	-	-	-	600,000
2016CA00010	1370 Federal Emergency Management Agency *	33,857	-	33,857	33,857	-	-	-
EMF2016	1372 Federal Emergency Management Agency	299,221	-	299,221	25,553	19,350	36,050	218,268
14 -003	2800 Coastal Conservancy	726,931	-	726,931	-	122,640	124,915	479,376
10-092	2801 Coastal Conservancy	472,455	-	472,455	57,841	106,634	148,111	159,869
07-053	2802 Coastal Conservancy	207,975	-	207,975	-	21,884	5,622	180,469
TSFF 2017	5005 The San Francisco Foundation	19,992	-	19,992	-	-	-	19,992
North Bay	5006 Marin Municipal Water District*	8,700	-	8,700	8,700	-	-	-
North Bay	5007 Rockefeller Philantropy Advisors	150,000	-	150,000	-	-	-	150,000
<b>TOTAL</b>		<b>2,971,731</b>	<b>-</b>	<b>3,621,731</b>	<b>246,089</b>	<b>424,424</b>	<b>915,837</b>	<b>2,035,381</b>
Total Federal Grants Budget		<b>\$103,181,331</b>	<b>\$220,441,636</b>	<b>\$336,290,475</b>	<b>\$4,228,769</b>	<b>\$8,288,653</b>	<b>\$33,900,421</b>	<b>\$289,872,631</b>

CA-79-1001	1668	TIGER * - The project under this grant is completed and the grant will be closed out in FY17/18
2016CA00010	1370	Federal Emergency Management Agency * - Grant will be closed out in FY17/18
G16AC00318	1311	USGS National Grant* - G16AC00318 - Grant will be closed out in FY17/18
North Bay	5006	Marin Municipal Water District - Grant will be closed out in FY17/18

**CLIPPER OPERATING BUDGET**  
As of February (66.7% of year)

<b>Clipper Operating</b>	<b>Total FY 2017-18 Budget</b>	<b>Actual</b>	<b>Encumbrance</b>	<b>Balance</b>
RM2	3,102,913	1,197,359	-	1,905,555
STA	11,418,402	6,405,004	-	5,013,398
Transit Operators	19,183,922	9,256,807	-	9,927,115
<b>Revenue</b>	<b>\$33,705,237</b>	<b>\$16,859,171</b>	<b>\$0</b>	<b>\$16,846,066</b>
<b>Expense</b>	<b>\$33,705,237</b>	<b>\$16,833,795</b>	<b>\$16,871,442</b>	<b>\$0</b>

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

<b>Clipper I - Capital</b>	<b>LTD Budget Thru FY 2016-17</b>	<b>Actual</b>	<b>Encumbrance</b>	<b>Project Balance L-T-D</b>
CMAQ	68,703,835	66,592,608	-	2,111,227
Card Sales	8,851,267	7,776,595	-	1,074,672
Cap and Trade (LCTOP)	4,677,971	4,677,971	-	-
ARRA	11,167,891	11,167,891	-	-
FTA	27,213,349	23,067,291	-	4,146,058
STP	37,538,086	29,922,761	-	7,615,325
STA	22,946,540	20,364,846	-	2,581,694
Prop 1B	1,115,383	988,137	-	127,246
SFMTA	8,005,421	3,213,743	-	4,791,678
GGBHTD	2,975,000	2,638,123	-	336,877
BART	725,000	484,901	-	240,099
MTC Exchange Fund	7,573,878	7,573,878	-	-
BATA	26,864,813	23,656,848	-	3,207,965
Transit Operators	14,357,000	1,116,412	-	13,240,588
WETA	603,707	603,707	-	-
Sales Tax	890,216	890,216	-	-
<b>Revenue</b>	<b>\$244,209,357</b>	<b>\$204,735,930</b>	<b>\$0</b>	<b>\$39,473,427</b>
<b>Expense</b>	<b>\$244,209,357</b>	<b>\$199,368,697</b>	<b>\$16,447,024</b>	<b>\$28,393,636</b>

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

<b>Clipper II - Capital</b>	<b>LTD Budget Thru FY 2016-17</b>	<b>Actual</b>	<b>Encumbrance</b>	<b>Project Balance L-T-D</b>
STP	7,254,326	4,638,605	-	2,615,721
FTA	10,078,133	704,480	-	9,373,653
Golden Gate pass Through	5,000,000	-	-	5,000,000
BATA	260,000	259,802	-	198
STA	1,410,841	1,530,406	-	(119,565)
<b>Revenue</b>	<b>\$24,003,300</b>	<b>\$7,133,293</b>	<b>\$0</b>	<b>\$16,870,007</b>
<b>Expense</b>	<b>\$24,003,300</b>	<b>\$7,133,506</b>	<b>\$2,007,301</b>	<b>\$14,862,493</b>

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

<b>Work Element/Consultant</b>	<b>Budgeted</b>	<b>Expended</b>	<b>Encumbered</b>	<b>Balance</b>
<b>Support to the Commission</b>	158,000			
Consultants			42,195	
<b>1051111 - Subtotal</b>	<b>158,000</b>	<b>-</b>	<b>42,195</b>	<b>115,805</b>
<b>Implement Public Information Program</b>	979,588			
Consultants		165,707	475,138	
International Effectiveness Center			15,000	
<b>1051112 - Subtotal</b>	<b>979,588</b>	<b>165,707</b>	<b>490,138</b>	<b>323,743</b>
<b>Regional Transportation Plan</b>	1,341,885			
Arup North America, Ltd			79,712	
Ascent Environmental Inc.		113,686		
Cambridge Systematics			2,966	
Consultants		146,390	73,656	
Tscudin Consulting Group		28,326	20,481	
<b>1051121 - Subtotal</b>	<b>1,341,885</b>	<b>288,402</b>	<b>97,103</b>	<b>956,380</b>
<b>Analyze Regional Data using GIS &amp; Travel M</b>	3,825,901			
Consultants		150,972	142,038	
Corey, Canapary & Galanis		64,106	76,325	
ETC Institue		959,486	406,539	
Parsons Brincherhoff, Inc.			45,454	
Redhill Group, Inc.		26,143	162,435	
Resource Systems Group		180,263	362,776	
RSG, Inc.		74,930	153,576	
WSP USA Inc.			100,000	
<b>1051122 - Subtotal</b>	<b>3,825,901</b>	<b>1,455,900</b>	<b>1,449,143</b>	<b>920,858</b>
<b>Airport/Seaport/Freight Planning</b>	345,853			
Cambridge Systematcs		15,000		
The Tioga Group, Inc.			330,853	
<b>1051124 - Subtotal</b>	<b>345,853</b>	<b>15,000</b>	<b>330,853</b>	<b>(0)</b>
<b>Resiliency (Sea Level Rise/Adaptation) PL</b>	1,006,689			
AECOM			415,000	
Bay Conservation & Development		96,765	418,450	
<b>1051126 - Subtotal</b>	<b>1,006,689</b>	<b>96,765</b>	<b>833,450</b>	<b>76,474</b>

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

<b>Work Element/Consultant</b>	<b>Budgeted</b>	<b>Expended</b>	<b>Encumbered</b>	<b>Balance</b>
<b>Regional Trails</b>	983,087			
Consultants		50	2,070	
<b>1051127 - Subtotal</b>	<b>983,087</b>	<b>50</b>	<b>2,070</b>	<b>980,967</b>
<b>Resilience and Hazards Planning</b>	906,400			
Consultants		18,038	23,942	
<b>1051128 - Subtotal</b>	<b>906,400</b>	<b>18,038</b>	<b>23,942</b>	<b>864,420</b>
<b>Regional Research and Economic</b>	228,089			
Consultants				
<b>1051129 - Subtotal</b>	<b>228,089</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Advocate Legislative Programs</b>	488,362			
Carter, Wetch & Associates		26,496	44,930	
Consultants		8,342	92,734	
Government Relations		156,700	159,160	
<b>1051132- Subtotal</b>	<b>488,362</b>	<b>191,538</b>	<b>296,824</b>	<b>-</b>
<b>Agency Financial Management</b>	835,551			
Milliman Actuarial Servies		20,000		
Sungard Bi-Tech Inc.			4,489	
Gray and Associates CPA's			12,000	
PWC		241,188		
Milliman			5,000	
<b>1011152 - Subtotal</b>	<b>835,551</b>	<b>261,188</b>	<b>21,489</b>	<b>552,874</b>

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

<b>Work Element/Consultant</b>	<b>Budgeted</b>	<b>Expended</b>	<b>Encumbered</b>	<b>Balance</b>
<b>Administrative Services</b>	862,593			
Koff & Associates		89,979	15,071	
Management Partners			60,000	
Pathways for High School		104,783	44,573	
Carl Warren & Co.		1,600	45,100	
Performance Based Ergonomics		16,736	11,264	
Consultants			4,375	
Marcia Ruben			12,000	
CSI Compliance		7,500	2,500	
<b>1011153 - Subtotal</b>	<b>862,593</b>	<b>220,598</b>	<b>194,883</b>	<b>447,113</b>
<b>Information Technology Services</b>	674,726	12,795		
Informatix, Inc.		1,060	130,639	
SSP Data		5,963	52,268	
Dell Computer Corporation		29,822	1,171	
Communications Strategies			8,200	
Center for Creative Leadership		17,932	168	
<b>1011161 - Subtotal</b>	<b>674,726</b>	<b>67,571</b>	<b>192,446</b>	<b>414,708</b>
<b>ABAG Finance</b>	47,000			
Consultants			-	
<b>1011750- Subtotal</b>	<b>47,000</b>	<b>-</b>	<b>-</b>	<b>47,000</b>
<b>Performance Measurement and Monitoring</b>	200,000			
CH2M Hill			16,697	
Consultants		91,901	41,102	
<b>1051212 - Subtotal</b>	<b>200,000</b>	<b>91,901</b>	<b>57,799</b>	<b>50,300</b>
<b>Regional Rideshare Program</b>	951,300			
Parsons Brinkerhoff		31,416	145,799	
<b>1051222 - Subtotal</b>	<b>951,300</b>	<b>31,416</b>	<b>145,799</b>	<b>774,085</b>
<b>Support Regional Operations Program</b>	142,698			
Iteris Inc.		14,345	34,031	
Kimley-Horn			10,559	
<b>1051223 - Subtotal</b>	<b>142,698</b>	<b>14,345</b>	<b>44,590</b>	<b>83,763</b>

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

<b>Work Element/Consultant</b>	<b>Budgeted</b>	<b>Expended</b>	<b>Encumbered</b>	<b>Balance</b>
<b>Implement Regional Traveler Information Services</b>				
Regional Traveler Information	1,426,799			
Civic Resource Group		112,790	153,706	
Consultants		30,000	67,127	
Faneuil, Inc.		12,272	26,551	
Iteris, Inc.		147,916	499,182	
Kimley-Horn & Associates		806	24,948	
<b>1051224 - Subtotal</b>	<b>1,426,799</b>	<b>303,784</b>	<b>771,514</b>	<b>351,501</b>
<b>Emergency Response Planning</b>				
URS Corporation	1,452,305	128,928	73,378	
<b>1051229 - Subtotal</b>	<b>1,452,305</b>	<b>128,928</b>	<b>73,378</b>	<b>1,249,999</b>
<b>Pavement Management Program (PMP)</b>				
AMS Consulting	2,205,021	9,096	22,676	
Bellecci & Associates		1,841	2,761	
Capitol Asset & Pavement Services		15,370	18,685	
Consultants		31,437	291,824	
DevMecca, LLC		795,705	430,217	
Fugro Roadware, Inc.		9,864	9,864	
Harris & Associates		22,111	74,769	
Nichols Consulting		18,417	20,428	
Pavement Engineering Inc.		15,852	10,071	
Quality Engineering Solutions		9,142	15,290	
<b>1051233 - Subtotal</b>	<b>2,205,021</b>	<b>928,835</b>	<b>896,585</b>	<b>379,601</b>
<b>Arterial Operations</b>				
DKS Associates	201,286	15,280	46,833	
Iteris Inc.		20,501		
Kimley-Horn And Associates		5,821	40,036	
TJKM Transportation		10,122	31,443	
<b>1051234 - Subtotal</b>	<b>201,286</b>	<b>51,724</b>	<b>118,312</b>	<b>31,250</b>

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

<b>Work Element/Consultant</b>	<b>Budgeted</b>	<b>Expended</b>	<b>Encumbered</b>	<b>Balance</b>
<b>Incident Management</b>	650,000			
Consultants		3,000	4,000	
Iteris, Inc.			336,548	
<b>1051235 - Subtotal</b>	<b>650,000</b>	<b>3,000</b>	<b>340,548</b>	<b>306,452</b>
<b>Freeway Performance Initiative</b>	1,612,553			
Audio Visual Innovations Inc.			97,944	
Cambridge Systematics			55,584	
Consultants		65,774	199,420	
FEHR & PEERS Associates			50,186	
Kimly-Horn		85,200	34,800	
Kettelson & Associates			1,346	
URS Corporation			88,854	
<b>1051237 - Subtotal</b>	<b>1,612,553</b>	<b>150,974</b>	<b>528,134</b>	<b>933,445</b>
<b>Implement Lifeline Transportation Programs</b>	1,236,321			
CH2M Hill		14,142	10,000	
Consultants			4,650	
Nelson/Nygaard		11,390	-	
TransForm		55,000	150,000	
<b>1051311 - Subtotal</b>	<b>1,236,321</b>	<b>80,532</b>	<b>164,650</b>	<b>991,139</b>
<b>Climate Assessment Initiative</b>	35,000			
Consultants		10,234	24,766	
<b>1051413 - Subtotal</b>	<b>35,000</b>	<b>10,234</b>	<b>24,766</b>	<b>-</b>
<b>Regional Assistance Program</b>	218,000			
Pieriott & Associates, LLC		25,000	149,000	
<b>1051514 - Subtotal</b>	<b>218,000</b>	<b>25,000</b>	<b>149,000</b>	<b>44,000</b>
<b>State Programing, Monitoring and TIP Develo</b>	200,000			
Consultants			35,652	
<b>1051515 - Subtotal</b>	<b>200,000</b>	<b>-</b>	<b>35,652</b>	<b>164,348</b>



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

<b>Work Element/Consultant</b>	<b>Budgeted</b>	<b>Expended</b>	<b>Encumbered</b>	<b>Balance</b>
<b>Transit Sustainability Project</b>	1,525,315			
City of Union City			30,000	
Consultants			24,068	
ECCTA			30,000	
Golden Gate Transit District			14,036	
LAVTA			9,703	
Napa Valley Transportation Authority			5,081	
Nelson Nygaard			6,840	
Parsons Brinckerhoff, Inc.		80,295	210,405	
Sonoma County Transit			30,000	
City of Vacaville			10,000	
<b>1051517 - Subtotal</b>	<b>1,525,315</b>	<b>80,295</b>	<b>370,133</b>	<b>1,074,887</b>
<b>Transportation for Livable Communities Prog</b>	333,539			
Consultants		166,842	54,002	
Placeworks			5,264	
City of Santa Clara			60,000	
Toole Design Group			47,431	
<b>1051611 - Subtotal</b>	<b>333,539</b>	<b>166,842</b>	<b>166,697</b>	<b>0</b>
<b>Climate Adaptation Consulting (BARC)</b>	85,431			
Consultants		20,871		
<b>1051612- Subtotal</b>	<b>85,431</b>	<b>20,871</b>	<b>-</b>	<b>64,560</b>
<b>Connecting Housing and Transportation</b>	594,423			
Consultants			135,092	249,273
<b>1051615- Subtotal</b>	<b>594,423</b>	<b>-</b>	<b>135,092</b>	<b>459,331</b>
<b>Regional Advance Mitigation Projects</b>	56,478			
Consultants				
<b>1051616- Subtotal</b>	<b>56,478</b>	<b>-</b>	<b>-</b>	<b>56,478</b>
<b>Technical Assistance Strategic Planning</b>	112,956			
Consultants				
<b>1051617- Subtotal</b>	<b>112,956</b>	<b>-</b>	<b>-</b>	<b>112,956</b>

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

<b>Work Element/Consultant</b>	<b>Budgeted</b>	<b>Expended</b>	<b>Encumbered</b>	<b>Balance</b>
<b>Affordable Mobility Pilot Program</b>	610,600			
Consultants				
<b>1051618- Subtotal</b>	<b>610,600</b>	<b>-</b>	<b>-</b>	<b>610,600</b>
<b>Legal</b>	1,128,790			
Hanson and Bridgett		34,557	73,213	
Glynn and Finley		18,790	128,813	
Meyers Nave		7,431	47,583	
Schiff Hardin LLP			16,386	
Orrick Herrington			-	
Renne Sloan Holtzman Sakalili		14,563	26,226	
<b>1060000 - Subtotal</b>	<b>1,128,790</b>	<b>75,341</b>	<b>292,221</b>	<b>761,228</b>
<b>Total Operating Contract Services</b>	<b>27,662,539</b>	<b>4,944,779</b>	<b>8,289,406</b>	<b>14,200,265</b>

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

Work Element/Consultant		Expended	Encumbered
<b>Regional Transportation Plan</b>			
	Consultants	99,518	113,920
	San Francisco Transportation Authority		142,274
<b>1051122 - Subtotal</b>		<b>99,518</b>	<b>256,194</b>
<b>Regional Trails</b>			
	City of American Canyon	21,884	5,622
	City of Antioch		31,835
	City of Vallejo	37,375	87,625
	East Bay Regional Park Distric	121,074	117,759
	GreenInfo Network	11,188	
	Petaluma Small Craft Center	24,373	18,514
	Sonoma County Regional Parks	35,265	17,290
<b>1051127 - Subtotal</b>		<b>251,158</b>	<b>278,646</b>
<b>Resilience and Hazards Planning</b>			
	Consultants	41,084	43,660
<b>1051128 - Subtotal</b>		<b>41,084</b>	<b>43,660</b>
<b>Analyze Regional Data using GIS &amp; Travel Models</b>			
	Alameda County Transportation Authority	45,457	24,543
	Consultants		70,000
	Contra Costa Transportation Authority		38,625
	Parsons Brinkerhoff	537,393	2,289,996
	San Mateo Assocation of Govrnments		70,000
	Solano Transportation Authority	100,107	1,739
	Sonoma County Trasnportation	3,701	42,726
	Transportation Authority of Marin	42,576	27,424
<b>1051222 - Subtotal</b>		<b>729,234</b>	<b>2,565,053</b>

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

<b>Work Element/Consultant</b>	<b>Expended</b>	<b>Encumbered</b>
<b>Support Regional Traveler Information Services</b>		
Kimley-Horn and Associates	19,042	69,207
<b>1051223 - Subtotal</b>	<b>19,042</b>	<b>69,207</b>
<b>Regional Traffic Information Services</b>		
Civic Resource Group	893,738	1,305,148
Faneuil, Inc.	94,719	204,931
Iteris, Inc.	881,078	2,318,848
Kimley-Horn & Associates	6,217	392,560
<b>1051224 - Subtotal</b>	<b>1,875,752</b>	<b>4,221,487</b>
<b>Pavement Management Program (PMP)</b>		
AMS Consulting	70,204	175,024
Bellecci & Associates	14,207	21,311
Capitol Asset & Pavement Services	118,630	144,216
Consultants	242,642	62,214
Fugro Roadware Inc.	76,136	76,136
Harris & Associates	170,664	88,139
Nichols Consulting Engineers	142,150	157,672
Pavement engineering Inc.	122,348	77,729
Quality Engineering Solutions	70,558	118,010
<b>1051233 - Subtotal</b>	<b>1,027,539</b>	<b>920,451</b>
<b>Arterial Operations Coordination</b>		
Consultants		131,879
DKS ASSOCIATES	106,450	483,831
City of Fremont		200,228
Ieris, DBA MMA	112,268	130,442
Iteris, Inc.	19,472	124,341
Kimly Horn	36,070	176,641
Kimley-Horn & Associates	3,497	282,694
LAVTA	85,000	
TJKM Transportation Consultant	109,513	298,874
<b>1051234 - Subtotal</b>	<b>472,270</b>	<b>1,828,930</b>

**DISBURSEMENT REPORT - (Funded by Federal Grants)**

**As of February (66.7% of year)**

<b>Work Element/Consultant</b>	<b>Expended</b>	<b>Encumbered</b>
<b>Implement Incident Management Program</b>		
Circlepoint	41,200	108,800
URS Corporation		97,282
<b>1051235 - Subtotal</b>	<b>41,200</b>	<b>206,082</b>
 <b>Freeway Performance Initiative</b>		
Audio Visual Innovations Inc.		5,280
Cambridge Systematics	49,027	8,421
Consultants	13,617	386,384
FEHR & PEERS Associates		200,000
HDR Engineering, Inc.	45,173	594,827
Kimley-Horn & Associates	385,307	883,706
Kittelson & Associates	8,060	83,694
Parsons Brinckerhoff, Inc.	38,935	28,507
		232,000
Placeworks	31,209	68,791
Transportation Mobility Solutions	96,122	56,883
URS Corporation		200,000
Wilson, Sparling & Associates		30,000
<b>1051237 - Subtotal</b>	<b>667,450</b>	<b>2,778,493</b>
 <b>Lifeline Program</b>		
City of Alameda		24,688
County of Contra Costa	16,524	151,550
Cycles of Change	31,692	126,615
Outreach		167,814
City of Richmond		13,889
San Leandro Transportation Management	68,406	113,003
San Mateo County Human Service	2,195	47,127
<b>1051310 - Subtotal</b>	<b>118,817</b>	<b>644,686</b>
 <b>Implement Lifeline Transportation Program</b>		
Daly City		41,461
Marin Transit	74,627	193,575
Peninsula Family Services	46,193	
<b>1051311 - Subtotal</b>	<b>120,820</b>	<b>235,036</b>

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

Work Element/Consultant		Expended	Encumbered
<b>Lifeline Planning</b>			
	Alta Planning and Design		2,633,913
	Civic Resource Group		653
	Consultants	59,871	24,895
	ICF Consulting	3,399	126,980
	Silicon Valley Bicycle Coalition	60,000	340,000
<b>1051413 - Subtotal</b>		<b>123,270</b>	<b>3,126,441</b>
<b>Federal Programming. Monitoring and TIP Development</b>			
	County Connection	419	17,485
<b>1051512 - Subtotal</b>		<b>419</b>	<b>17,485</b>
<b>New Freedom - Non - Planning Funds</b>			
	Center for Independent Living		76,306
	Outrech & Escort Inc.		246,256
	Sonoma County Human Services Department		10,574
<b>1051518 - Subtotal</b>		<b>-</b>	<b>333,136</b>
<b>Transportation for Livable Communities</b>			
	Bay Conservation & Development Community	43,783	223,421
	City of Berkely		340,417
	Community Design and Architecture	33,800	37,358
	Dyett & Bhatia		9,630
	Fehr & Peers Associates	30,594	3,532
	Nelson Nygaard		255,556
	City of Oakland		459,800
	San Francisco Transporation Authority		736,000
	City of San Jose	102,560	1,261,222
	City of San Leandro	204,000	57,000
	Santa Clara VTA		107,704
	City of Santa Clara		850,000
	City of Sunnyvale	112,500	405,600
	City of Walnut Creek		12,225
<b>1051611 - Subtotal</b>		<b>527,237</b>	<b>4,759,465</b>
<b>Priority Development Area (PDA)</b>			
	Consultants	2,880	8
<b>1051612 - Subtotal</b>		<b>2,880</b>	<b>8</b>

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

<b>Work Element/Consultant</b>	<b>Expended</b>	<b>Encumbered</b>
<b>Connecting Housing and Transportation</b>		
Ninyo and Moore	32,665	337,335
<b>1051615 - Subtotal</b>	<b>32,665</b>	<b>337,335</b>
<b>Fund 190 CMA PLANNING</b>	<b>2,138,299</b>	<b>11,278,626</b>
<b>Total Federal Grant Funded</b>	<b>8,288,654</b>	<b>33,900,421</b>

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

<b>Work Element/Consultant</b>	<b>Budgeted</b>	<b>Expended</b>	<b>Encumbered</b>	<b>Balance</b>
<b>Capital Expenditures</b>	<b>276,156</b>	89,312	105,726	
<b>Subtotal</b>	<b>276,156</b>	<b>89,312</b>	<b>105,726</b>	<b>81,118</b>
<b>Hub Signage Program</b>	<b>12,834,828</b>			
Staff Costs		1,439,850		
Consultants		981,915		
Kimly-Horn and Associates		792,395		
BART		4,600,279	429,478	
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		224,369		
NCPTA		133,860		
Ghirardelli Association		316,028		
<b>3322650,2651,2652,2654 &amp; 2655 Subtotal</b>	<b>12,834,828</b>	<b>9,796,760</b>	<b>429,478</b>	<b>2,608,590</b>
<b>Capital Projects Total</b>	<b>13,110,984</b>	<b>9,886,072</b>	<b>535,204</b>	<b>2,689,707</b>



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

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
<b>Clipper Operating</b>	<b>33,705,237</b>			
Staff Costs		892,510		
AC Transit		122,400	132,400	
Caribou Public Relations		47,062	232,855	
Faneuil, Inc.		239,616	171,154	
Consultants		194,492	469,375	
Cubic Transportation systems		14,559,608	15,320,328	
Moore, Iacofano, Goltsman		377,142	207,102	
Nematode Holdings LLC		177,005	102,188	
Resource Development Association		87,300	112,700	
Synapse Strategies		136,660	123,340	
<b>320122116 Clipper Operating Expenses</b>	<b>\$33,705,237</b>	<b>\$16,833,795</b>	<b>\$16,871,442</b>	<b>\$0</b>
<b>Clipper I - Capital</b>	<b>244,209,357</b>			
Staff costs		11,853,067	597,881	
Auriga Corporation		12,293		
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		8,287,712	1,307,773	
Booz Allen Hamilton		13,544,126		
Caporicci & Larson		11,530		
Consultants		2,585,282		
Cornerstone Transp. Consulting		110,119		
Cubic Transportation Systems		87,836,796	14,130,982	
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		

**CLIPPER PROJECTS DISBURSEMENT REPORT**

**As of February (66.7% of year)**

<b>Work Element/Consultant</b>	<b>Budgeted</b>	<b>Expended</b>	<b>Encumbered</b>	<b>Balance</b>
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		
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		
Thompson Coburn LLP		19,459		
Valley Transportation Authority		2,265,500	30,035	
VenTek Transit, Inc.		1,036,972	380,353	
Water Emergency Transportation Authority		127,867		
RM2 Capital construction		16,690,943		
<b>310 Clipper Capital I - Total Expenses</b>	<b>\$244,209,357</b>	<b>\$199,368,697</b>	<b>\$16,447,024</b>	<b>\$28,393,636</b>
<b>Clipper II- Capital</b>	<b>24,003,300</b>			
Staff Costs		3,410,609		
IBI Group		2,426,427	1,173,574	
Consultants		217,124	239,677	
KPMG Consulting		115,015		
Thompson Coburn LLP		396,100		
CH2M Hill Clipper Consultants		500,819	494,277	
Invoke Technologies		67,412	99,773	
<b>312 Clipper II - Total Expenses</b>	<b>\$24,003,300</b>	<b>\$7,133,506</b>	<b>\$2,007,301</b>	<b>\$14,862,493</b>

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

**As of February 2018**

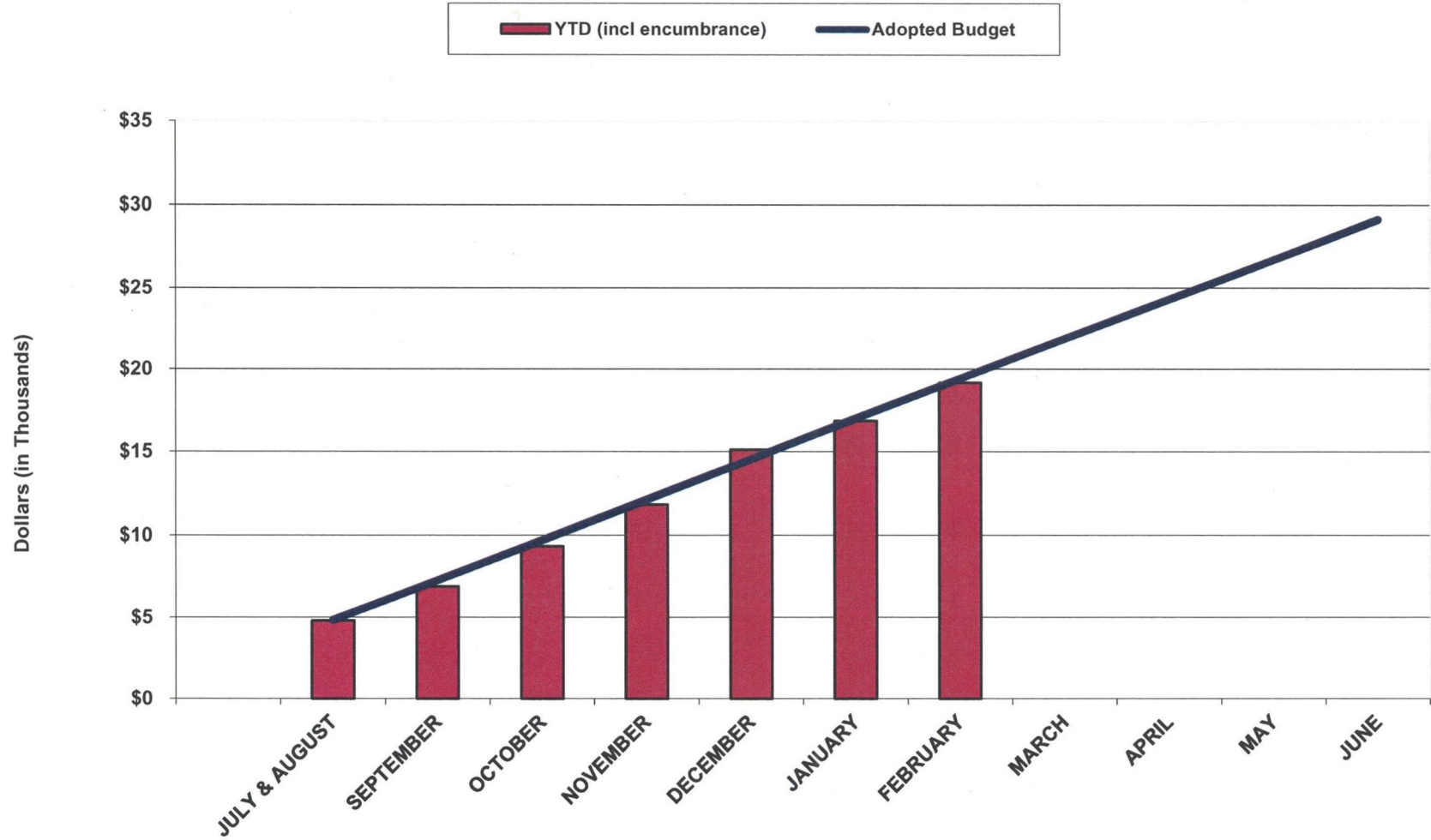
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Dakota Press		\$6,555
	<i>Printing and Reproductions</i>	
34th Street Consulting Inc.		\$11,400
	<i>Management Staff Training</i>	
Honda Of Oakland		\$3,000
	<i>Vehicle Maintenance</i>	
The Giving Back Fund Inc.		\$10,000
	<i>Membership for Startup in Residence Program</i>	
CDW Government Inc.		\$4,020
	<i>Employee Computer Purchase</i>	
SHI		\$5,587
	<i>Software License Renewal</i>	
Citilabs		\$19,530
	<i>Software License Renewal</i>	

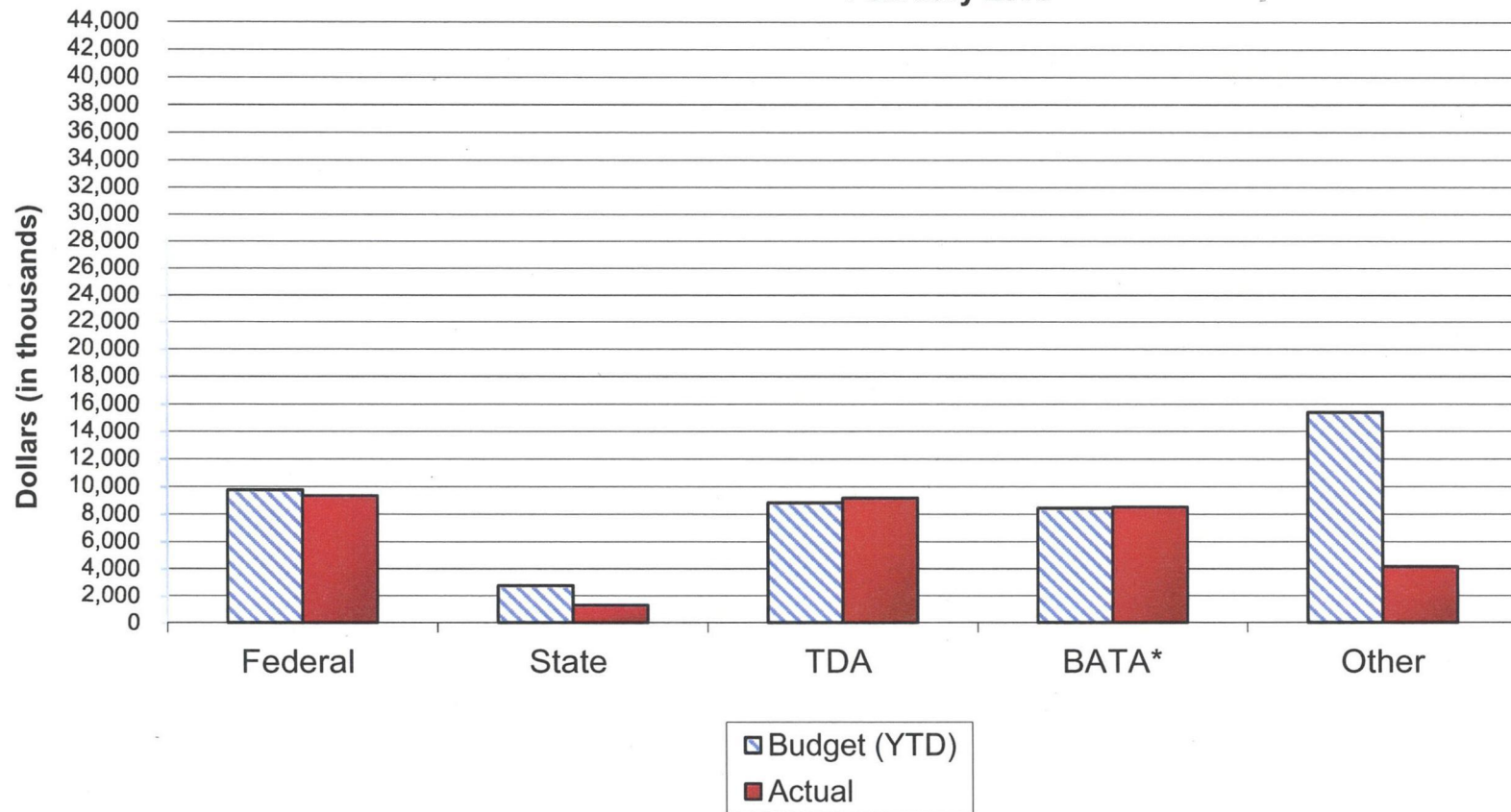
**CONTRACTS EXECUTED BY EXECUTIVE DIRECTOR**  
**\$2,500-200,000**

<b>Consultant</b>	<b>Purpose</b>	<b>As of February 2018</b>
None this month		

### Budget vs Actual Plus Encumbrance Salaries & Benefits

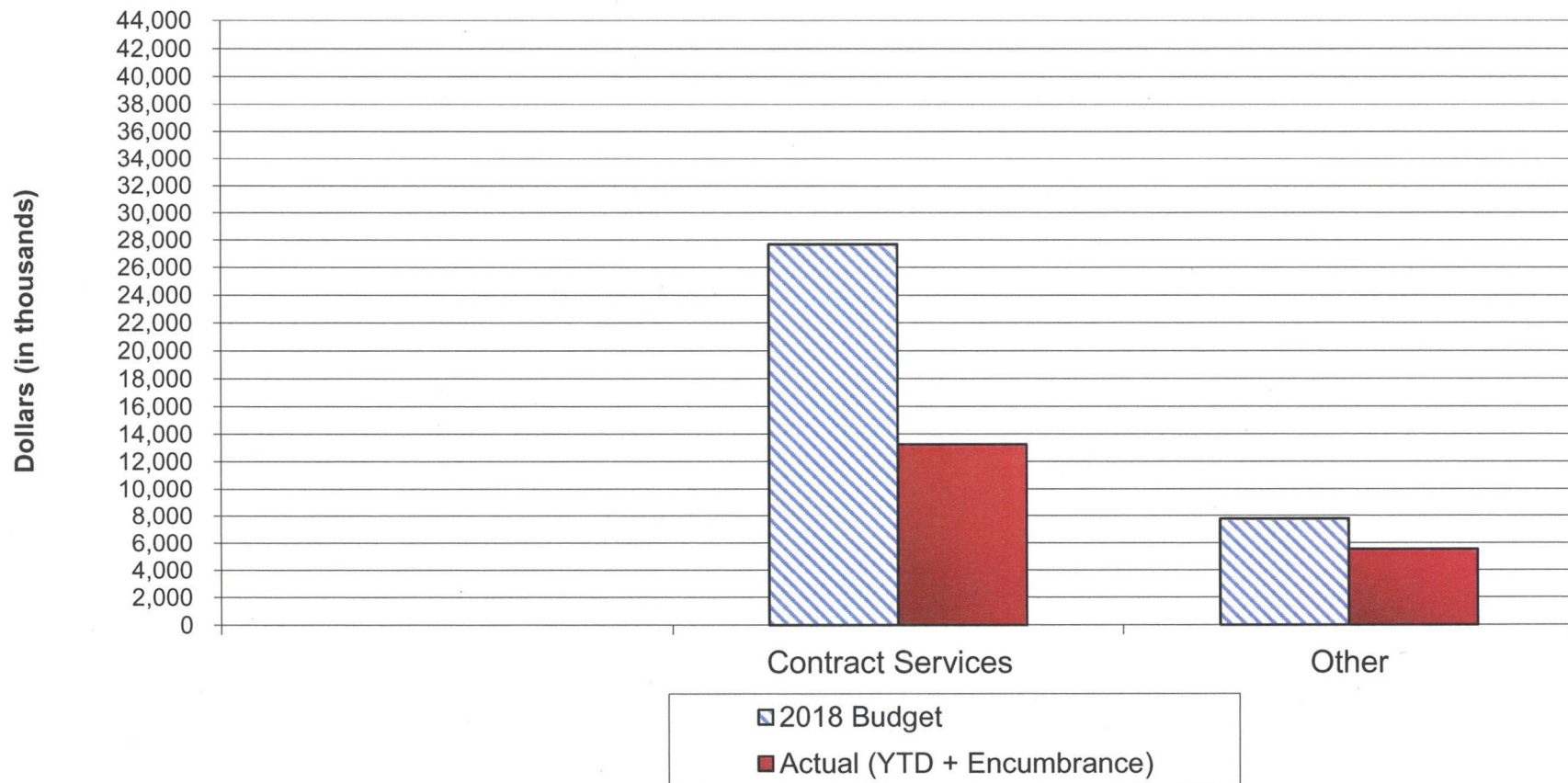


**Chart 1: Revenue Comparison between Budget and Actual  
February 2018**



\* Annual

**Chart 2: Expenditure Comparison between Budget to Actual and Encumbrances  
February 2018**





# Metropolitan Transportation Commission

375 Beale Street, Suite 800  
San Francisco, CA 94105

## Legislation Details (With Text)

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**File #:** 18-0214      **Version:** 1      **Name:**  
**Type:** Report      **Status:** Consent  
**File created:** 3/8/2018      **In control:** Administration Committee  
**On agenda:** 4/11/2018      **Final action:**  
**Title:** Monthly Travel Report and International Travel Request  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2d\\_Travel\\_Report\\_February'2018.pdf](#)

Date	Ver.	Action By	Action	Result
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**Subject:**  
Monthly Travel Report and International Travel Request

**Presenter:**  
Sonia Elsonbaty

**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](http://www.mtc.ca.gov)

## *Memorandum*

TO: Administration Committee

DATE: April 4, 2018

FR: Executive Director

RE: Monthly Travel Report and International Travel Request

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**

Andrew Fremier, Deputy Executive Director, serves on the Board of ITS America. Carol Kuester, Director of Electronic Payments serves on the ITS World Congress organizing committee and the ITS California Board of Directors. The 25<sup>th</sup> ITS World Congress will take place in Copenhagen from September 17-21, 2018. Mr. Fremier and Ms. Kuester are slated to facilitate/present in technical sessions and to engage in meetings regarding the implementation of technological change in transportation in European and American cities. Staff is seeking authorization to set aside up to \$4,400 in FY 2018-19 to cover this international travel. (See Attachment B - Summary of International Travel Request.)

### **Commissioner Travel**

Chair Jake Mackenzie, Vice Chair Scott Haggerty, and Commissioners Alicia Aguirre, Dave Cortese, Alfredo Pedroza, and Julie Pierce attended the Washington, DC legislative visits in March.

### **Budget Report**

As outlined in Attachment A, actual travel expenses for all combined MTC travel funds are below budget at 27% as of February 2018 with 67% of the budget year elapsed.

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

AB:bm

Attachments

**TRAVEL REPORT FOR FY 2017-18**  
**(As of February (66.7% of year))**

<b>FUND</b>	<b>Budget</b>	<b>YTD Actual</b>	<b>% of Budget</b>
MTC	\$461,819	\$128,511	28%
BATA	\$223,154	\$64,889	29%
SAFE	\$17,000	\$4,237	25%
Clipper	\$50,000	\$7,564	15%
<b>Total</b>	<b>\$751,973</b>	<b>\$205,201</b>	<b>27%</b>

REQUEST FOR COMMITTEE APPROVAL

Summary of International Travel Request

Work Item No.:	1252
Staff:	Andrew Fremier and Carol Kuester
Travel Location:	Copenhagen, Denmark
Purpose of Travel	Attend and present at 25 <sup>th</sup> ITS World Congress
Travel Cost Estimate:	\$4,400
Funding Source:	BATA Budget
Fiscal Impact:	Sufficient funds are available in the MTC FY 2018-19 BATA and Electronic Payments Sections' Training and Travel budgets
Motion by Committee:	That the Executive Director or his designee is authorized to approve Andrew Fremier and Carol Kuester for international travel as described above and in the Executive Director's memorandum dated April 4, 2018, and that the Chief Financial Officer is authorized to set aside funds in the amount of \$4,400 from the FY 2018-19 BATA Budget for this purpose.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	Date: April 11, 2018



# Metropolitan Transportation Commission

375 Beale Street, Suite 800  
San Francisco, CA 94105

## Legislation Details (With Text)

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**File #:** 18-0215      **Version:** 1      **Name:**  
**Type:** Resolution      **Status:** Commission Approval  
**File created:** 3/8/2018      **In control:** Administration Committee  
**On agenda:** 4/11/2018      **Final action:**  
**Title:** MTC Resolution No. 4329 - FY 2018-19 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreements for Federal and State Planning Grants

A request for approval of the FY 2018-19 OWP, which guides the collaborative metropolitan transportation planning process involving MTC, ABAG, Caltrans, and other local transportation partners and for authorization to enter into agreements for transportation planning funds.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [3a Reso-4329 FY2018-19\\_OWP.pdf](#)

Date	Ver.	Action By	Action	Result
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**Subject:**

MTC Resolution No. 4329 - FY 2018-19 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreements for Federal and State Planning Grants

*A request for approval of the FY 2018-19 OWP, which guides the collaborative metropolitan transportation planning process involving MTC, ABAG, Caltrans, and other local transportation partners and for authorization to enter into agreements for transportation planning funds.*

**Presenter:**

Brian Mayhew

**Recommended Action:**

Commission Approval



METROPOLITAN  
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**Agenda Item 3a**  
Bay Area Metro Center  
375 Beale Street  
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## Memorandum

TO: Administration Committee

DATE: April 4, 2018

FR: Executive Director

W. I. 1152

RE: MTC Resolution No. 4329 – FY 2018-19 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreements for Federal and State Planning Grants

Staff requests that the Committee refer the OWP (MTC Resolution No. 4329) 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 and State 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), which are partners in regional transportation planning activities in the Bay Area. MTC's portion of the OWP includes MTC's unified work program for FY 2018-19, as well as certain activities of MTC's transportation planning partners, including the congestion management agencies (CMAs) and transit operators.

On November 28, 2017, MTC held the annual Metropolitan Planning Organization meeting with FHWA, FTA and Caltrans where attendees discussed the FY 2018-19 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 and consideration for referral to the Commission is MTC Resolution No. 4329, which includes the following actions:

- Approves the final Overall Work Program (OWP) for FY 2018-19;
- Authorizes the programming of approximately \$18 million in FY 2018-19 transportation planning funds which also includes estimated FHWA PL, FTA 5303 and SB1 FY 2018-19 carryover funds as follows:

FHWA PL FY'19	\$ 8,142,204
Estimated FHWA PL FY17-18 c/o	2,533,042
FTA 5303 FY'19	3,437,418
Estimated FTA 5303 FY17-18 c/o	616,409
Estimated FTA 5304 FY'18 c/o	741,657
Estimated SP&R FY'18 c/o	220,569
Estimated SB1 c/o and Grant Award	2,804,513
Total	\$ 18,495,812

April 4, 2018

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 2018-19. 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. 4329, 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 2018-19 expenditure of federal and state 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 2018-19.

An electronic version of the FY 2018-19 OWP can be reviewed at the following link:

[https://mtc.ca.gov/sites/default/files/FY2018-19\\_OWP.pdf](https://mtc.ca.gov/sites/default/files/FY2018-19_OWP.pdf).

**Recommendation**

Staff recommends that the Committee refer MTC Resolution No. 4329 to the Commission for approval.

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

SH:es

Attachment

Date: April 25, 2018  
W.I.: 1152  
Referred by: Administration Committee

ABSTRACT

Resolution No. 4329

This resolution approves MTC's Overall Work Program (OWP) for transportation planning activities in the nine-county San Francisco Bay Area for FY 2018-19, 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 4, 2018.

Date: April 25, 2018  
W.I.: 1152  
Referred by: Administration Committee

Re: Overall Work Program for Fiscal Year 2018-19, 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. 4329

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 2040, which was adopted in July 2017; 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 2018-19 has been prepared by MTC, the Association of Bay Area Governments, and the California Department of Transportation; and

WHEREAS, the OWP for Fiscal Year 2018-19 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 2018-19; 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 2018-19; now, therefore, be it

RESOLVED, that MTC does hereby adopt the FY 2018-19 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 2018-19 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

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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 25, 2018

Date: April 25, 2018  
W.I.: 1152  
Referred by: Admin

Attachment A  
Resolution No. 4329  
Page 1 of 1

Attachment A is the FY 2018-19 Overall Work Program for Planning Activities in the San Francisco Bay Area. Copies are on file at the MTC library.

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 25, 2018  
W.I.: 1152  
Referred by: Admin

Attachment C  
Resolution No. 4329  
Page 1 of 1

Attachment C includes all amendments and supplements to the FY 2018-19 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)

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**File #:** 18-0050      **Version:** 1      **Name:**  
**Type:** Contract      **Status:** Committee Approval  
**File created:** 1/12/2018      **In control:** Administration Committee  
**On agenda:** 4/11/2018      **Final action:**  
**Title:** Contract Amendment - Website Operations, Maintenance and Improvement Services: Visual Strategies, Inc. (\$550,000)

A request for approval of a contract amendment with Visual Strategies, Inc. to build and operate a new Association of Governments website and suite of subsidiary sites, and continue to operate, maintain, and improve the MTC's websites.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [3b\\_ContractAmend\\_Visual Strategies.pdf](#)

Date	Ver.	Action By	Action	Result
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**Subject:**

Contract Amendment - Website Operations, Maintenance and Improvement Services: Visual Strategies, Inc. (\$550,000)

*A request for approval of a contract amendment with Visual Strategies, Inc. to build and operate a new Association of Governments website and suite of subsidiary sites, and continue to operate, maintain, and improve the MTC's websites.*

**Presenter:**

Nick Roethel

**Recommended Action:**

Committee Approval



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## Memorandum

TO: Administration Committee

DATE: April 4, 2018

FR: Executive Director

W. I. 1161; 1112; 1128, 1121

RE: Contract Amendment – Website Operations, Maintenance and Improvement Services: Visual Strategies, Inc. (\$550,000)

This memorandum requests Committee approval of a one-year contract amendment in an amount not to exceed \$550,000 with Visual Strategies, Inc. to build and operate a new Association of Bay Area Governments (ABAG) website and suite of eleven subsidiary sites, and to continue to operate, maintain, and improve the MTC's websites.

### Background

In April 2017, this Committee approved a pre-qualified panel of the following five consultants to provide on-call website operations, maintenance and improvement services to MTC on an as-needed basis: Exygy Inc., Visual Strategies, Inc., Symmetrical Designs, MIG Inc., and Civic Resource Group International Inc.

In July 2017, MTC entered into a direct select contract with Visual Strategies to provide website maintenance support and on-call website improvements and services for the MTC and Plan Bay Area (PBA) websites. The Executive Director approved a one-year contract in an amount not to exceed \$200,000 with an option on the part of MTC to extend through June 30, 2021.

Visual Strategies, Inc. has demonstrated a comprehensive understanding of both the intent and needs of the MTC and PBA websites, and is familiar with MTC's staff, work procedures, and technical requirements. Visual Strategies, Inc. built the MTC website as well as the two most recent iterations of the PBA website. Visual Strategies, Inc. has maintained both websites to the highest industry standards.

The proposed contract amendment funds the building and operation of a new ABAG website and suite of eleven (11) subsidiary sites to align with the recently rebuilt MTC website. This includes the design, development, testing, deployment, hosting, operations, maintenance, and improvement of the sites. Additionally, the amendment funds continued operations, maintenance, and improvement of the MTC websites.

This amendment will add \$550,000 and one additional year to the contract, bringing the contract total to \$750,000 for the two-year period. A portion of the necessary funding for this amendment is in the approved FY 2017-18 budget; additional funding is subject to the approval of future agency budgets. Visual Strategies, Inc.'s small business and disadvantaged business enterprise status are shown in Attachment A.

**Recommendation**

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment with Visual Strategies, Inc. for a one-year extension and in an amount not to exceed \$550,000 to build and operate a new ABAG website and suite of eleven subsidiary sites, and to continue to operate, maintain, and improve the MTC websites.



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Steve Heminger

SH:an

**Attachment**

J:\COMMITTEE\Administration\2018 by Month\04 Apr'2018 Administration Committee\2e\_ContractAmend\_Visual Strategies\_Memo.docx



## Attachment A

		DBE* Firm			SBE** Firm		
Firm Name		Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	Visual Strategies, Inc.			X	X	2003308	

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

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

REQUEST FOR COMMITTEE APPROVAL  
Summary of Proposed Contract Amendment

Work Item No.:	1161; 1112; 1128, 1121
Consultant(s):	Visual Strategies, Inc. (San Francisco, CA)
Work Project Title:	Website Operations, Maintenance and Improvement Services
Purpose of Project:	Build and operate the ABAG website and suite of eleven subsidiary sites to align with the recently rebuilt MTC website. Operate, maintain, and improve the MTC websites.
Brief Scope of Work:	The design, development, testing, deployment, hosting, operations, maintenance, and improvement of the ABAG websites and suite of eleven subsidiary sites. The operations, maintenance, and improvement of the MTC websites.
Project Cost Not to Exceed:	\$550,000 (this amendment) Total Contract before this amendment: \$200,000 Total Authorized Contract after this amendment: \$750,000
Funding Source:	General Funds, ABAG Funds, SB1 Funds
Fiscal Impact:	\$135,000 is included in the MTC FY 2017-18 budget. \$415,000 is subject to approval of the MTC (\$215,000) and ABAG (\$200,000) FY 2018-19 budgets.
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Visual Strategies, Inc. to perform website operations, maintenance and improvement work, as described above and in the Executive Director's memorandum dated April 4, 2018, and the Chief Financial Officer is authorized to set aside funds in the amount of \$550,000 for such amendment, subject to approval of necessary funds in future agency budgets as specified above.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	Date: April 11, 2018