



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: Tony Tavares*

Wednesday, January 9, 2019

9:35 AM

Board Room - 1st Floor

This meeting is scheduled to be webcast live on the Metropolitan Transportation Commission's Website: <http://mtc.ca.gov/whats-happening/meetings> and will take place at 9:35 a.m. or immediately following the 9:30 a.m. BATA Oversight Committee meeting.

1. Roll Call/Confirm Quorum

Quorum: A quorum of this committee shall be a majority of its regular non-ex-officio voting members (5).

2. Consent Calendar

- 2a. [18-1102](#) Minutes of the December 12, 2018 meeting
- Action: Committee Approval
- Attachments: [2a_12-12-2018_Administration_Draft_Minutes.pdf](#)
- 2b. [18-1103](#) Investment Report for November 2018
- Action: Information
- Presenter: Christine Lin
- Attachments: [2b_Investment_Report_November'2018.pdf](#)
- 2c. [18-1104](#) MTC Financial Statements for November 2018
- Action: Information
- Presenter: Sonia Elsonbaty
- Attachments: [2c_Financial_Statement-November'2018.pdf](#)

- 2d. [18-1105](#) Monthly Travel Report
- Action: Information
- Presenter: Sonia Elsonbaty
- Attachments: [2d_Travel_Report_Nov_2018.pdf](#)
- 2e. [18-1108](#) Contract - StreetSaver® Software Training and Guidance: Nichols Consulting Engineers, CHTD (\$1,488,000)
- Action: Committee Approval
- Presenter: Sui Tan
- Attachments: [2e_Streetsaver_TrainingandGuidance_Procurement.pdf](#)
- 2f. [18-1109](#) Contract Amendment - Pavement Management Technical Assistance Program (P-TAP) Round 20 (\$1,745,200): AMS Consulting, LLC (\$285,400), Nichols Consulting Engineers, CHTD (\$264,900), Capitol Asset & Pavement Services, Inc. (\$254,800); Harris & Associates, Inc. (\$245,800); Pavement Engineering, Inc. (\$235,400); Quality Engineering Solutions Inc. (\$218,500); Fugro Roadware, Inc. (\$190,400); Bellecci & Associates, Inc. (\$50,000)
- Action: Committee Approval
- Presenter: Christina Hohorst
- Attachments: [2f_PTAP_20_Contract_Amendments.pdf](#)
- 2g. [18-1110](#) Contract - Transit Performance Monitoring Program for FY 2018-19 through FY 2020-21: Pierlott & Associates, LLC (\$645,000)
- Action: Committee Approval
- Presenter: Christina Hohorst
- Attachments: [2g_Transit_Performance_Monitoring_Program.pdf](#)
- 2h. [18-1111](#) Contract Amendment - Priority Development Area (PDA) Technical and Staffing Assistance: Urban Planning Partners (\$200,000)
- Action: Committee Approval
- Presenter: Mark Shorett
- Attachments: [2h_UPP_ContractAmendment_January_2019.pdf](#)

3. Public Comment / Other Business

4. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on February 13, 2019 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.

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

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

Record of Meeting: Committee meetings are recorded. Copies of recordings are available at a nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site (mtc.ca.gov) for public review for at least one year.

Accessibility and Title VI: MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 415.778.6757 or 415.778.6769 for TDD/TTY. We require three working days' notice to accommodate your request.

可及性和法令第六章: MTC 根據要求向希望來委員會討論有關事宜的殘疾人士及英語有限者提供服務/方便。需要便利設施或翻譯協助者, 請致電 415.778.6757 或 415.778.6769 TDD / TTY。我們要求您在三個工作日前告知, 以滿足您的要求。

Acceso y el Titulo VI: La MTC puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Comisión. Para solicitar asistencia, por favor llame al número 415.778.6757 o al 415.778.6769 para TDD/TTY. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

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

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

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



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 18-1102 **Version:** 1 **Name:**

Type: Minutes **Status:** Consent

File created: 12/7/2018 **In control:** Administration Committee

On agenda: 1/9/2019 **Final action:**

Title: Minutes of the December 12, 2018 meeting

Sponsors:

Indexes:

Code sections:

Attachments: [2a_12-12-2018_Administration_Draft_Minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Minutes of the December 12, 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: Tony Tavares*

Wednesday, December 12, 2018

9:35 AM

Board Room - 1st Floor

Call Meeting to Order

1. Roll Call/Confirm Quorum

Present: 5 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Kim, Vice Chair Pedroza and Commissioner Worth

Absent: 4 - Chair Glover, Commissioner Josefowitz, Commissioner Schaaf and Commissioner Slocum

Non-Voting Member Absent: Commissioner Tavares

Ex Officio Voting Members Present: Commission Chair Mackenzie, and Commission Vice Chair Haggerty

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

2. Consent Calendar

Approval of the Consent Calendar

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

Aye: 5 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Kim, Vice Chair Pedroza and Commissioner Worth

Absent: 4 - Chair Glover, Commissioner Josefowitz, Commissioner Schaaf and Commissioner Slocum

2a. [18-0999](#) Minutes of the November 14, 2018 meeting

Action: Committee Approval

- 2b. [18-1000](#) Investment Report for October 2018
Action: Information
Presenter: Christine Lin
- 2c. [18-1001](#) MTC Financial Statements for October 2018
Action: Information
Presenter: Sonia Elsonbaty
- 2d. [18-1002](#) Monthly Travel Report
Action: Information
Presenter: Sonia Elsonbaty
- 2e. [18-0940](#) Contracts for Advanced Adaptation Planning and Design:
i. Contract - Colma Creek, South San Francisco Project: Hassell Design Limited (\$200,000)
ii. Contract - Grand Bayway SR 37 Public Access Scoping: TLS Landscaping Architecture (\$200,000)
Action: Committee Approval
Presenter: Allison Brooks
- 2f. [18-0977](#) Contract Amendments - 2017 On-Call Design Services - Project Performance Assessment Support:
i. Arup North America Ltd. (\$12,500)
ii. AECOM Technical Services, Inc. (\$12,500)
Action: Committee Approval
Presenter: Adam Noelting
- 2g. [18-1042](#) MTC Resolution No. 4376 - Amendment to MTC's ICMA-RC 457 Plan Document.
Action: Commission Approval
Presenter: Jennifer Benford Seibert / Robin James

3. Public Comment / Other Business

4. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on January 9, 2019 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 18-1103 **Version:** 1 **Name:**
Type: Report **Status:** Consent
File created: 12/7/2018 **In control:** Administration Committee
On agenda: 1/9/2019 **Final action:**
Title: Investment Report for November 2018
Sponsors:
Indexes:
Code sections:
Attachments: [2b_Investment_Report_November'2018.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Investment Report for November 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

Memorandum

TO: Administration Committee

DATE: January 2, 2019

FR: Deputy Executive Director, Operations

RE: Investment Report for November 2018

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

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

<u>Fund</u>	<u>Market Value (\$ million)</u>	<u>% of Total</u>
BATA Admin	\$ 1,251.8	35.6%
BATA Projects	435.7	12.4%
BATA Debt Payment	6.9	0.2%
BATA Debt Service Reserve	525.0	15.0%
BATA RM2	212.7	6.1%
MTC	368.0	10.5%
BART Car Exchange Program	388.7	11.1%
AB 1171	66.9	1.9%
FasTrak® (Customer Deposits)	121.6	3.5%
Clipper®	78.3	2.2%
BAHA	20.8	0.6%
SAFE	20.0	0.6%
BAIFA	11.4	0.3%
Portfolio Total	<u>\$ 3,507.8</u>	<u>100.0%</u>

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

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

<u>Security Holding</u>	<u>Portfolio Composite</u>	<u>Policy Limits</u>
Fed Home Loan Bank	42.7%	No limit
Fed Home Loan Mortgage	23.5%	No limit
Fed National Mortgage Association	1.9%	No limit
Fed Farm Credit Bank	1.2%	No limit
U.S. Treasury	3.1%	No limit
Cash	13.3%	No limit
Certificates of Deposit	2.0%	10% portfolio
Gov't Pools	Less than 0.1%	No limit
CalTrust Medium-Term Fund	5.9%	No limit
CA Asset Mgmt Program (CAMP)	Less than 0.1%	No limit
Municipal Bonds	0.9%	No limit
Mutual Funds	5.2%	20% Portfolio/10% One Fund
Blackrock (BATA Trustee)	0.2%	Trustee Funds – No limit
Morgan Stanley (BATA Trustee)	Less than 0.1%	Trustee Funds – No limit
Portfolio Total	<u>100.0%</u>	

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

Maturity	Market Value (\$ million)	% of Total Portfolio	Cumulative Minimum Level per MTC Investment Policy
30 days or less	\$ 1,073.0	31%	10%
90 days or less	2,036.8 cumulative	58% cumulative	15%
1 year or less	2,856.9 cumulative	81% cumulative	30%
1-5 years	632.0	18%	
*greater than 5 years	18.9	Less than 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 293 days, and the maximum weighted maturity cannot exceed 5 years.

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.



Andrew B. Fremier

SH:cl
Attachment



MTC
Summary by Issuer
November 30, 2018

Issuer	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
FASTRAK - PREPAID	1	20,094,991.95	20,094,991.95	0.57	0.000	1
BAY AREA AIR QUALITY MGMT DIST	1	18,900,000.00	18,900,000.00	0.54	2.870	12,754
BLK ROCK T-FUND TRUSTEE	2	6,986,297.83	6,986,297.83	0.20	2.140	1
FASTRAK - PARKING FEES	1	192,523.71	192,523.71	0.01	0.000	1
FASTRAK - VIOLATIONS	1	1,962,111.34	1,962,111.34	0.06	0.000	1
FASTRAK - REFUND	1	1,558,793.91	1,558,793.91	0.04	0.000	1
FASTRAK - FEE ACCOUNT	1	2,579,192.97	2,579,192.97	0.07	0.000	1
CALIFORNIA ASSET MANAGEMENT PR	8	1,195,903.40	1,195,903.40	0.03	2.360	1
CASH BALANCE	3	895,297.50	895,297.50	0.03	0.000	1
CALTRUST MEDIUM-TERM FUND	7	210,664,185.53	207,386,645.39	5.91	2.230	1 *
EAST BAY MUD	1	7,000,000.00	7,008,221.24	0.20	0.000	182
FED FARM CREDIT BANK	4	43,000,000.00	42,869,929.00	1.22	2.260	516
FED HOME LOAN BANK	124	1,508,447,000.00	1,498,150,555.09	42.71	2.243	183
FED HOME LOAN MTG CORP	65	831,098,000.00	823,637,985.75	23.48	2.205	377
FED NATIONAL MTG ASSN	3	66,200,000.00	65,744,370.40	1.87	2.203	295
CLIPPER GS FIN SQ GOVT FUND	1	62,774,000.00	62,774,000.00	1.79	2.100	1
LAIF	3	334,594.13	334,594.13	0.01	2.208	1
LOS ANGELES DEPT WTR & PWR	1	5,900,000.00	5,900,000.00	0.17	0.920	31
MORGAN STANLEY GOVT TRUSTEE	7	424,503.52	424,503.52	0.01	2.110	1
MORGAN STANLEY GOVT CUSTODY	19	25,956,631.03	25,956,631.03	0.74	2.110	1
FASTRAK BLK ROCK LIQ TREAS TR	1	95,248,581.40	95,248,581.40	2.72	1.500	1
UBOC CHECKING	1	1,889,533.48	1,889,533.48	0.05	0.010	1
UBOC DISTRICT 4 AND CHANGE FUN	1	1,356,079.14	1,356,079.14	0.04	0.000	1

MTC
Summary by Issuer
November 30, 2018

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<u>Issuer</u>	<u>Number of Investments</u>	<u>Par Value</u>	<u>Market Value</u>	<u>% of Portfolio</u>	<u>Average YTM 365</u>	<u>Average Days to Maturity</u>
UBOC INTEREST ON CHECKING	35	410,895,961.25	410,895,961.25	11.71	2.160	1
CLIPPER SETTLEMENT ACCOUNT	1	2,974,712.78	2,974,712.78	0.08	0.000	1
CLIPPER FLOAT ACCOUNT	1	10,000,712.14	10,000,712.14	0.29	0.000	1
CLIPPER PARTICIPANT CLAIM FUND	1	2,356,403.49	2,356,403.49	0.07	0.000	1
UBOC BAHA CHECKING	2	8,704,540.16	8,704,540.16	0.25	0.000	1
CLIPPER REFUND ACCOUNT	1	208,787.54	208,787.54	0.01	0.000	1
UNION BANK NA	3	69,290,000.00	69,278,946.70	1.97	2.346	53
U.S. TREASURY	6	111,423,000.00	110,362,916.13	3.15	2.472	142
Total and Average	307	3,530,512,338.20	3,507,829,722.37	100.00	2.170	253 **

* Average Days to Maturity for CALTRUST Medium-Term Fund is 668 days.

** The Adjusted Average Days to Maturity for the MTC Portfolio is 293 days.



MTC
Summary by Type
November 30, 2018
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: MTC CASH AND CASH EQUIVALENT						
Local Agency Investment Funds	1	223,888.38	223,888.38	0.01	2.208	1
Checking Accounts	2	34,578,662.39	34,578,662.39	0.99	2.043	1
Subtotal	3	34,802,550.77	34,802,550.77	1.00	2.044	1
Fund: NON TRANSPORTATION PLNG						
Checking Accounts	1	253,650.31	253,650.31	0.01	2.160	1
Subtotal	1	253,650.31	253,650.31	0.01	2.160	1
Fund: AB664 EAST						
Federal Agency Disc. -Amortizing	11	117,344,000.00	116,765,075.64	3.33	2.279	75
Mutual Funds - Custodial	1	2,605.18	2,605.18	0.00	2.110	1
Checking Accounts	1	23,036,694.29	23,036,694.29	0.66	2.160	1
Subtotal	13	140,383,299.47	139,804,375.11	3.99	2.259	63
Fund: AB664 WEST						
Federal Agency Disc. -Amortizing	5	14,231,000.00	14,183,142.60	0.40	2.310	53
Mutual Funds - Custodial	1	2,772.33	2,772.33	0.00	2.110	1
Checking Accounts	1	31,554,192.05	31,554,192.05	0.90	2.160	1
Subtotal	7	45,787,964.38	45,740,106.98	1.30	2.207	17
Fund: 5% STATE						
Checking Accounts	1	16,720,446.51	16,720,446.51	0.48	2.160	1
Subtotal	1	16,720,446.51	16,720,446.51	0.48	2.160	1
Fund: 2% TRANSIT RESERVES FERRY						
Federal Agency Disc. -Amortizing	3	11,542,000.00	11,503,131.59	0.33	2.341	53
Mutual Funds - Custodial	1	1,620.33	1,620.33	0.00	2.110	1
Checking Accounts	1	5,701,576.50	5,701,576.50	0.16	2.160	1
Subtotal	5	17,245,196.83	17,206,328.42	0.49	2.281	36

MTC
Summary by Type
November 30, 2018
Grouped by Fund

Page 2

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: 2% TRANSIT RESERVES STUDIES						
Federal Agency Disc. -Amortizing	3	19,523,000.00	19,459,347.69	0.55	2.352	51
Mutual Funds - Custodial	1	3,041.83	3,041.83	0.00	2.110	1
Checking Accounts	1	3,113,428.24	3,113,428.24	0.09	2.160	1
Subtotal	5	22,639,470.07	22,575,817.76	0.64	2.325	44
Fund: 90% RAIL RESERVE EAST						
Federal Agency Disc. -Amortizing	4	24,707,000.00	24,646,356.26	0.70	2.263	39
Mutual Funds - Custodial	1	4,608.04	4,608.04	0.00	2.110	1
Checking Accounts	1	15,023,119.78	15,023,119.78	0.43	2.160	1
Subtotal	6	39,734,727.82	39,674,084.08	1.13	2.224	25
Fund: 90% RAIL RESERVE WEST						
Mutual Funds - Custodial	1	588.43	588.43	0.00	2.110	1
Checking Accounts	1	2,054,982.23	2,054,982.23	0.06	2.160	1
Subtotal	2	2,055,570.66	2,055,570.66	0.06	2.160	1
Fund: MTC FEEDER BUS						
Checking Accounts	1	172,581.11	172,581.11	0.00	2.160	1
Subtotal	1	172,581.11	172,581.11	0.00	2.160	1
Fund: MTC EXCHANGE FUND						
Checking Accounts	1	38,262,707.65	38,262,707.65	1.09	2.160	1
Subtotal	1	38,262,707.65	38,262,707.65	1.09	2.160	1
Fund: BART CAR EXCHANGE PROGRAM						
Federal Agency Coupon Securities	9	94,400,000.00	93,428,337.40	2.66	1.763	406
Federal Agency Disc. -Amortizing	12	255,746,000.00	254,232,569.63	7.25	2.339	89
Mutual Funds - Custodial	1	98,142.54	98,142.54	0.00	2.110	1
Negotiable CDs	1	9,290,000.00	9,282,846.70	0.26	2.373	102
Treasury Discounts -Amortizing	1	31,997,000.00	31,622,347.13	0.90	2.519	173
Subtotal	24	391,531,142.54	388,664,243.40	11.07	2.215	173
Fund: CLIPPER CAPITAL (MTC)						

MTC
Summary by Type
November 30, 2018
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: CLIPPER CAPITAL (MTC)						
Checking Accounts	1	8,742,899.33	8,742,899.33	0.25	2.160	1
Subtotal	1	8,742,899.33	8,742,899.33	0.25	2.160	1
Fund: CLIPPER 2.0 (MTC)						
Checking Accounts	1	-898,381.10	-898,381.10 *	-0.03	2.160	1
Subtotal	1	-898,381.10	-898,381.10	-0.03	2.160	1
Fund: CLIPPER OPERATIONS (MTC)						
Checking Accounts	1	2,728,469.36	2,728,469.36	0.08	2.160	1
Subtotal	1	2,728,469.36	2,728,469.36	0.08	2.160	1
Fund: MTC CAPITAL PROJECTS						
Checking Accounts	1	194,180.78	194,180.78	0.01	2.160	1
Subtotal	1	194,180.78	194,180.78	0.01	2.160	1
Fund: SAFE						
Local Agency Investment Funds	1	110,465.09	110,465.09	0.00	2.208	1
Checking Accounts	1	8,639,067.86	8,639,067.86	0.25	2.160	1
Subtotal	2	8,749,532.95	8,749,532.95	0.25	2.161	1
Fund: SAFE CAPITAL PROJECTS						
Checking Accounts	1	11,302,125.47	11,302,125.47	0.32	2.160	1
Subtotal	1	11,302,125.47	11,302,125.47	0.32	2.160	1
Fund: RM2 OPERATING						
Checking Accounts	1	4,221,079.63	4,221,079.63	0.12	2.160	1
Subtotal	1	4,221,079.63	4,221,079.63	0.12	2.160	1
Fund: UB DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	6,833,820.46	6,833,820.46	0.19	2.140	1
Subtotal	1	6,833,820.46	6,833,820.46	0.19	2.140	1
Fund: DEBT SERVICE RESERVE						
Mutual Funds - Trustee	1	152,477.37	152,477.37	0.00	2.140	1

* Pending reimbursements from Transit Operators

MTC
Summary by Type
November 30, 2018
Grouped by Fund

Page 4

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: DEBT SERVICE RESERVE						
Municipal Bonds	1	7,000,000.00	7,008,221.24	0.20	0.000	182
Federal Agency Disc. -Amortizing	12	177,211,000.00	176,492,012.38	5.03	2.252	63
Federal Agency Coupon - Actual	1	10,000,000.00	10,002,615.00	0.29	1.858	174
Federal Agency Coupon Securities	14	161,100,000.00	158,391,715.50	4.52	2.007	863
Treasury Discounts -Amortizing	1	6,129,000.00	6,069,597.73	0.17	2.497	145
Subtotal	30	361,592,477.37	358,116,639.22	10.21	2.092	427
Fund: BATA SUB 2014 S-5 RESERVE						
Federal Agency Coupon Securities	1	1,400,000.00	1,353,254.00	0.04	2.200	1,384
Mutual Funds - Trustee	1	78,130.85	78,130.85	0.00	2.110	1
Subtotal	2	1,478,130.85	1,431,384.85	0.04	2.195	1,311
Fund: BATA SUB 2014 S-6 RESERVE						
Federal Agency Disc. -Amortizing	1	588,000.00	584,915.94	0.02	2.430	81
Federal Agency Coupon Securities	2	13,800,000.00	13,402,008.00	0.38	2.236	1,414
Mutual Funds - Trustee	1	626.78	626.78	0.00	2.110	1
Subtotal	4	14,388,626.78	13,987,550.72	0.40	2.244	1,360
Fund: BATA 2010 S-1 RESERVE						
Federal Agency Coupon - Actual	1	8,000,000.00	7,998,624.00	0.23	2.063	172
Federal Agency Disc. -Amortizing	5	34,127,000.00	33,969,257.19	0.97	2.255	71
Federal Agency Coupon Securities	5	29,590,000.00	29,202,653.64	0.83	2.161	883
Mutual Funds - Trustee	1	44,940.69	44,940.69	0.00	2.110	1
Subtotal	12	71,761,940.69	71,215,475.52	2.03	2.195	418
Fund: BONY DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	104,606.09	104,606.09	0.00	2.110	1
Subtotal	1	104,606.09	104,606.09	0.00	2.110	1
Fund: BATA 2017 S-7 RESERVE						
Federal Agency Coupon Securities	5	57,210,000.00	55,627,113.99	1.59	2.205	1,270
Federal Agency Disc. -Amortizing	1	1,662,000.00	1,649,995.37	0.05	2.429	109

MTC
Summary by Type
November 30, 2018
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: BATA 2017 S-7 RESERVE						
Mutual Funds - Trustee	1	184,697.35	184,697.35	0.01	2.110	1
Treasury Discounts -Amortizing	1	419,000.00	414,093.93	0.01	2.519	173
Subtotal	8	59,475,697.35	57,875,900.64	1.66	2.213	1,226
Fund: BATA 2010 S-2 RESERVE						
Federal Agency Coupon Securities	1	50,000.00	49,516.85	0.00	1.700	335
Mutual Funds - Trustee	1	3,263.65	3,263.65	0.00	2.110	1
Subtotal	2	53,263.65	52,780.50	0.00	1.725	315
Fund: BATA 2010 S-3 RESERVE						
Federal Agency Disc. -Amortizing	1	6,423,000.00	6,389,311.37	0.18	2.430	81
Federal Agency Coupon Securities	4	16,170,000.00	15,794,143.69	0.45	2.038	933
Mutual Funds - Trustee	1	8,238.11	8,238.11	0.00	2.110	1
Subtotal	6	22,601,238.11	22,191,693.17	0.63	2.149	692
Fund: RM2 CAPITAL						
Mutual Funds - Custodial	3	2,728,145.40	2,687,476.85	0.08	2.230	1
Federal Agency Disc. -Amortizing	4	21,290,000.00	21,215,147.46	0.60	2.357	55
Federal Agency Coupon Securities	2	11,900,000.00	11,712,213.30	0.33	1.855	549
Checking Accounts	1	11,784,755.38	11,784,755.38	0.34	2.160	1
Subtotal	10	47,702,900.78	47,399,592.99	1.35	2.176	162
Fund: BATA REHAB RESERVE						
Mutual Funds - Custodial	2	10,005,376.13	9,849,794.86	0.28	2.230	1
Federal Agency Coupon Securities	3	25,000,000.00	24,364,774.00	0.69	2.042	1,097
Federal Agency Disc. -Amortizing	3	38,551,000.00	38,352,830.12	1.09	2.356	78
Checking Accounts	1	908,857.41	908,857.41	0.03	2.160	1
Subtotal	9	74,465,233.54	73,476,256.39	2.09	2.231	410
Fund: BATA REHAB PROJECTS						
Federal Agency Coupon Securities	1	15,000,000.00	14,717,280.00	0.42	1.800	636
Federal Agency Disc. -Amortizing	6	43,494,000.00	43,285,273.64	1.23	2.183	73

MTC
Summary by Type
November 30, 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
Fund: BATA REHAB PROJECTS						
Mutual Funds - Custodial	1	660,721.90	660,721.90	0.02	2.110	1
Checking Accounts	1	13,607,758.48	13,607,758.48	0.39	2.160	1
Treasury Discounts -Amortizing	1	12,445,000.00	12,409,593.98	0.35	2.267	47
Subtotal	10	85,207,480.38	84,680,628.00	2.41	2.123	157
Fund: BATA - SEISMIC CAPITAL						
Mutual Funds - Custodial	4	8,854,248.63	8,835,165.81	0.25	1.995	1
Federal Agency Disc. -Amortizing	6	151,350,000.00	150,864,121.06	4.30	2.337	51
Checking Accounts	1	11,757,891.63	11,757,891.63	0.34	2.160	1
Subtotal	11	171,962,140.26	171,457,178.50	4.89	2.308	45
Fund: BATA TRANSIT PROGRAM						
Checking Accounts	1	21,945,775.66	21,945,775.66	0.63	2.160	1
Subtotal	1	21,945,775.66	21,945,775.66	0.63	2.160	1
Fund: AB 1171 PROJECTS						
Federal Agency Disc. -Amortizing	5	47,302,000.00	47,112,904.21	1.34	2.344	62
Mutual Funds - Custodial	2	14,843.96	14,843.96	0.00	2.315	1
Checking Accounts	1	19,778,218.05	19,778,218.05	0.56	2.160	1
Subtotal	8	67,095,062.01	66,905,966.22	1.90	2.290	44
Fund: EXPRESS LANES CAPITAL						
Mutual Funds - Custodial	3	10,619,048.97	10,457,321.30	0.30	2.228	1
Federal Agency Coupon Securities	6	50,000,000.00	49,389,585.00	1.41	1.930	521
Federal Agency Disc. -Amortizing	7	74,342,000.00	73,937,980.16	2.11	2.389	82
Checking Accounts	1	23,783,665.47	23,783,665.47	0.68	2.160	1
Subtotal	17	158,744,714.44	157,568,551.93	4.50	2.199	203
Fund: RM1 BATA ADMIN - SELF INSURED						
Mutual Funds - Custodial	3	102,928,244.42	101,327,026.32	2.89	2.230	1
Federal Agency Coupon - Actual	1	5,000,000.00	4,994,975.00	0.14	2.227	509
Federal Agency Disc. -Amortizing	10	144,814,000.00	144,047,140.58	4.11	1.953	80

MTC
Summary by Type
November 30, 2018
Grouped by Fund

Page 7

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: RM1 BATA ADMIN - SELF INSURED						
Federal Agency Coupon Securities	9	66,300,000.00	65,038,271.85	1.85	2.377	1,261
Checking Accounts	1	112,684.91	112,684.91	0.00	2.160	1
Subtotal	24	319,154,929.33	315,520,098.66	8.99	2.135	307
Fund: RM1 BATA ADMIN - O&M RESERVE						
Mutual Funds - Custodial	3	12,349,207.80	12,173,176.78	0.35	2.241	1
Federal Agency Coupon - Actual	1	20,000,000.00	19,979,900.00	0.57	2.227	509
Federal Agency Coupon Securities	3	29,000,000.00	28,736,165.00	0.82	2.195	548
Federal Agency Disc. -Amortizing	8	85,465,000.00	85,056,599.18	2.42	2.277	73
Checking Accounts	1	77,835.82	77,835.82	0.00	2.160	1
Treasury Discounts -Amortizing	1	10,433,000.00	10,331,883.36	0.29	2.487	145
Subtotal	17	157,325,043.62	156,355,560.14	4.45	2.266	216
Fund: RM1 BATA ADMIN						
Municipal Bonds	1	18,900,000.00	18,900,000.00	0.54	2.870	12,754
Mutual Funds - Custodial	4	86,538,193.50	85,414,962.79	2.43	2.205	1
Federal Agency Disc. -Amortizing	12	451,201,000.00	449,017,023.19	12.80	2.356	74
Local Agency Investment Funds	1	240.66	240.66	0.00	2.208	1
Municipal Bonds	1	5,900,000.00	5,900,000.00	0.17	0.920	31
Checking Accounts	1	52,968,600.43	52,968,600.43	1.51	2.160	1
Negotiable CDs	1	40,000,000.00	39,997,400.00	1.14	2.342	45
Treasury Discounts -Amortizing	1	50,000,000.00	49,515,400.00	1.41	2.487	145
Subtotal	22	705,508,034.59	701,713,627.07	20.00	2.333	404
Fund: RM2 ADMIN RESERVES						
Mutual Funds - Custodial	2	3,751,709.86	3,751,709.86	0.11	2.042	1
Federal Agency Disc. -Amortizing	8	113,912,000.00	113,455,558.76	3.23	2.290	62
Checking Accounts	1	23,868,842.56	23,868,842.56	0.68	2.160	1
Negotiable CDs	1	20,000,000.00	19,998,700.00	0.57	2.342	45
Subtotal	12	161,532,552.42	161,074,811.18	4.59	2.271	50

MTC
Summary by Type
November 30, 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
Fund: UNDISTRIBUTED FUNDS						
Checking Accounts	1	1,356,079.14	1,356,079.14	0.04	0.000 *	1
Subtotal	1	1,356,079.14	1,356,079.14	0.04	0.000	1
Fund: SEISMIC ADMIN						
Mutual Funds - Custodial	2	148,557.57	148,557.57	0.00	2.213	1
Checking Accounts	1	3,235,547.50	3,235,547.50	0.09	2.160	1
Subtotal	3	3,384,105.07	3,384,105.07	0.09	2.162	1
Fund: EXPRESS LANES OPERATING						
Checking Accounts	1	0.00	0.00	0.00	0.000	0
Subtotal	1	0.00	0.00	0.00	0.000	0
Fund: FASTRAK						
Checking Accounts	5	26,387,613.88	26,387,613.88	0.75	0.000 **	1
Mutual Funds - Custodial	1	95,248,581.40	95,248,581.40	2.72	1.500	1
Subtotal	6	121,636,195.28	121,636,195.28	3.47	1.175	1
Fund: CLIPPER						
Mutual Funds - Custodial	1	62,774,000.00	62,774,000.00	1.79	2.100	1
Checking Accounts	4	15,540,615.95	15,540,615.95	0.44	0.000 ***	1
Subtotal	5	78,314,615.95	78,314,615.95	2.23	1.683	1
Fund: BAHA OPERATING						
Checking Accounts	2	14,329,920.89	14,329,920.89	0.41	1.503	1
Subtotal	2	14,329,920.89	14,329,920.89	0.41	1.503	1
Fund: BAHA OWNER'S						
Checking Accounts	1	4,349,045.79	4,349,045.79	0.12	0.000 ***	1
Subtotal	1	4,349,045.79	4,349,045.79	0.12	0.000	1
Fund: BAHA CAPITAL						
Mutual Funds - Custodial	1	340.64	340.64	0.00	2.110	1
Checking Accounts	1	2,145,606.41	2,145,606.41	0.06	2.160	1

* Earnings Credit Rate of 0.01%

** Earnings Allowance Rate of 0.35%

*** Earnings Credit Rate of 0.04%

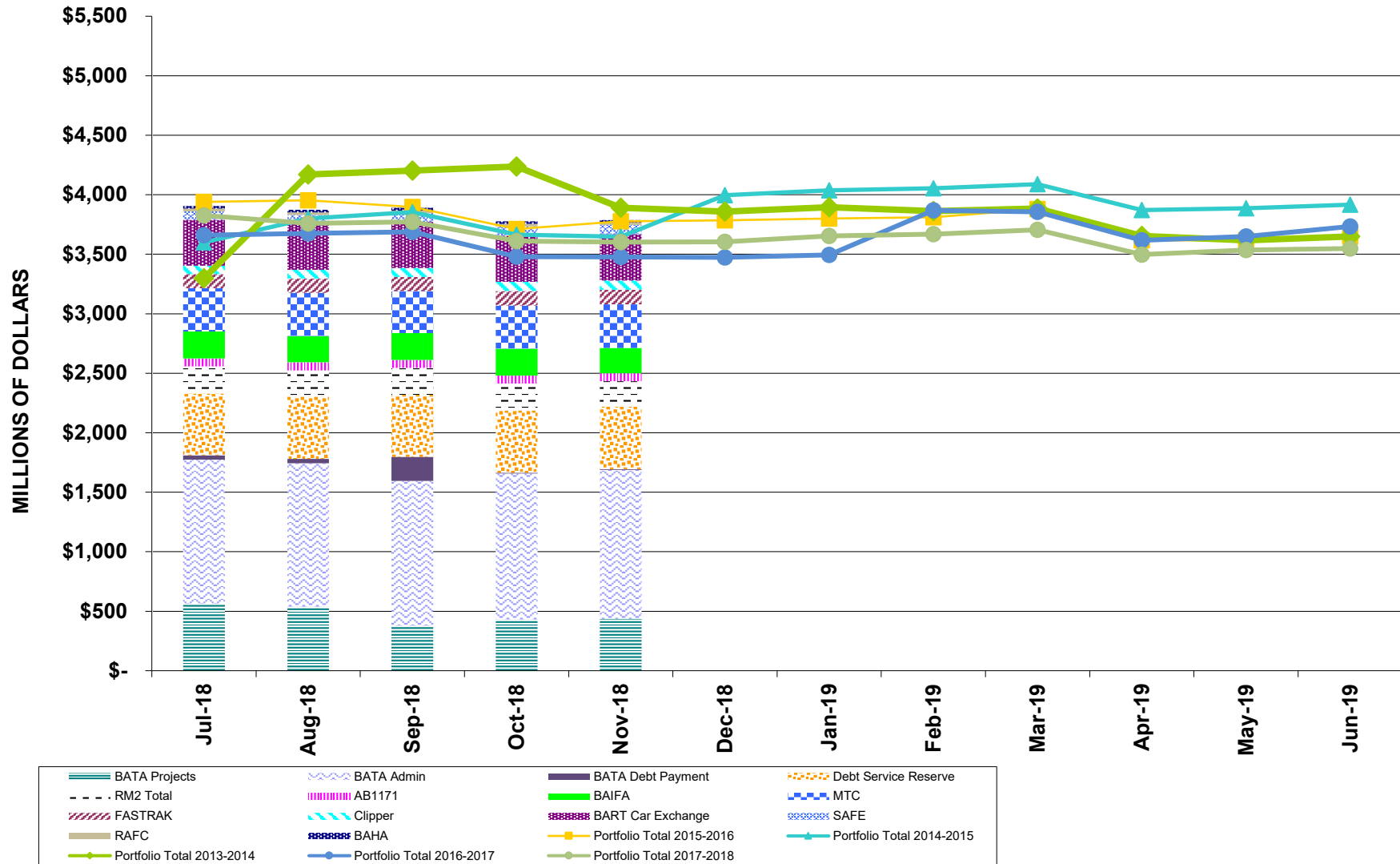
**MTC
Summary by Type
November 30, 2018
Grouped by Fund**

Page 9

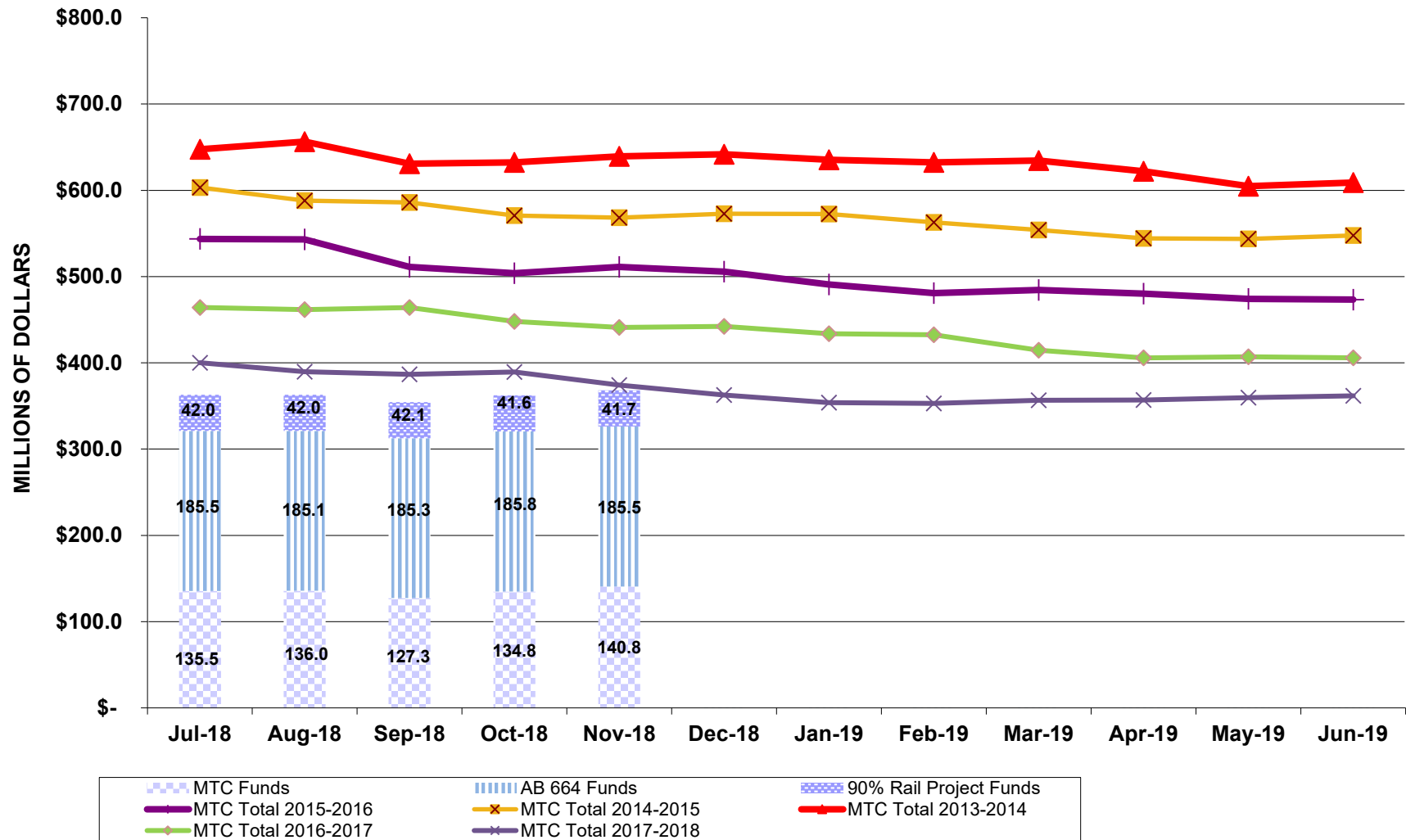
<u>Security Type</u>	<u>Number of Investments</u>	<u>Par Value</u>	<u>Market Value</u>	<u>% of Portfolio</u>	<u>Average YTM 365</u>	<u>Average Days to Maturity</u>
Subtotal	2	2,145,947.05	2,145,947.05	0.06	2.160	1
Fund: 375 BEALE STREET (BAHA)						
Checking Accounts	1	0.00	0.00	0.00	0.000	0
Subtotal	1	0.00	0.00	0.00	0.000	0
Fund: BAIFA OP Admin						
Checking Accounts	1	11,433,546.11	11,433,546.11	0.33	2.160	1
Subtotal	1	11,433,546.11	11,433,546.11	0.33	2.160	1
Total and Average	307	3,530,512,338.20	3,507,829,722.37	100.00	2.170	253 *

* Average Days to Maturity of the CALTRUST Medium-Term Fund is 668 days
The Adjusted Average Days to Maturity of the MTC Portfolio is 293 days.

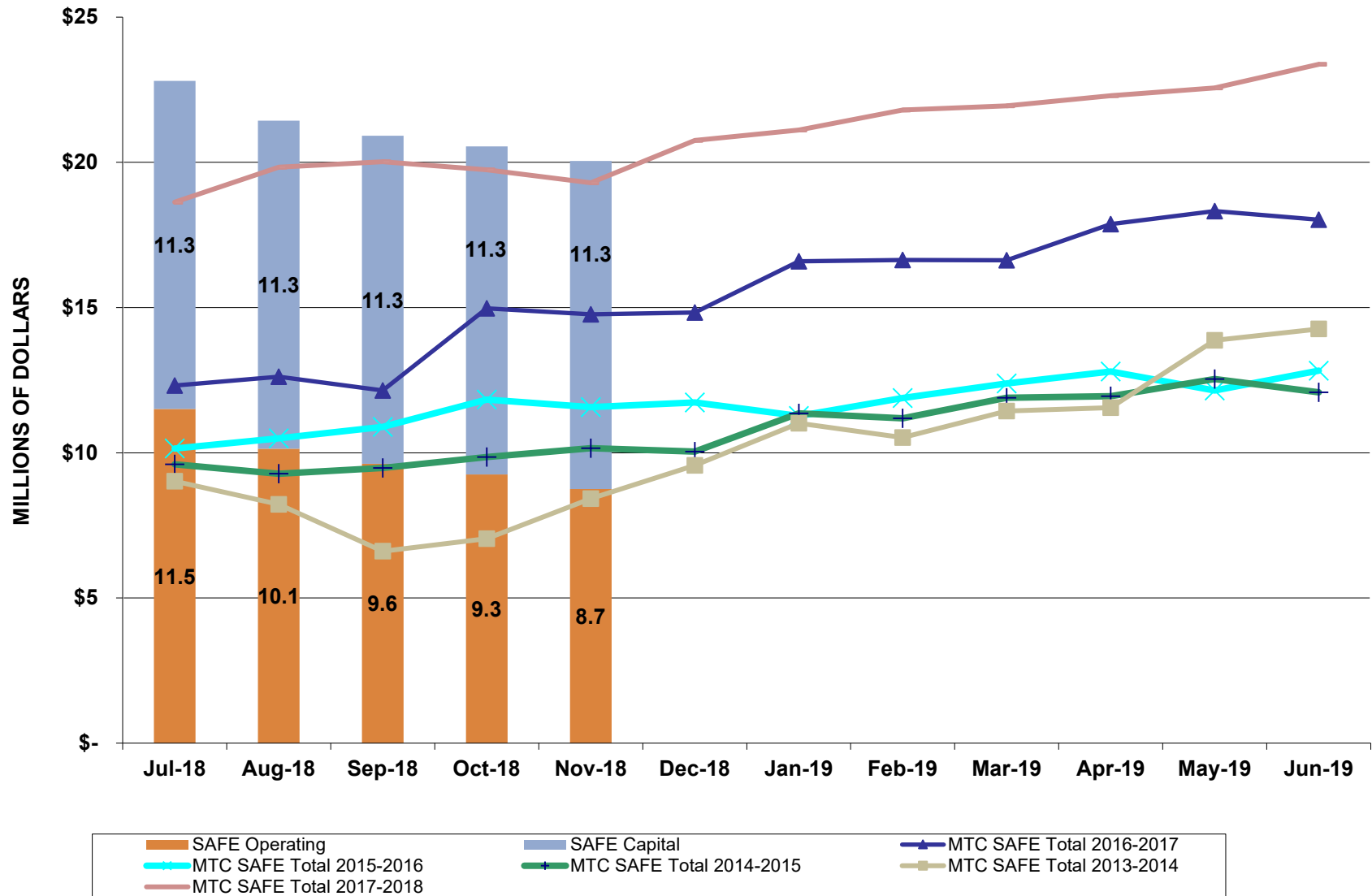
TOTAL PORTFOLIO November 2018



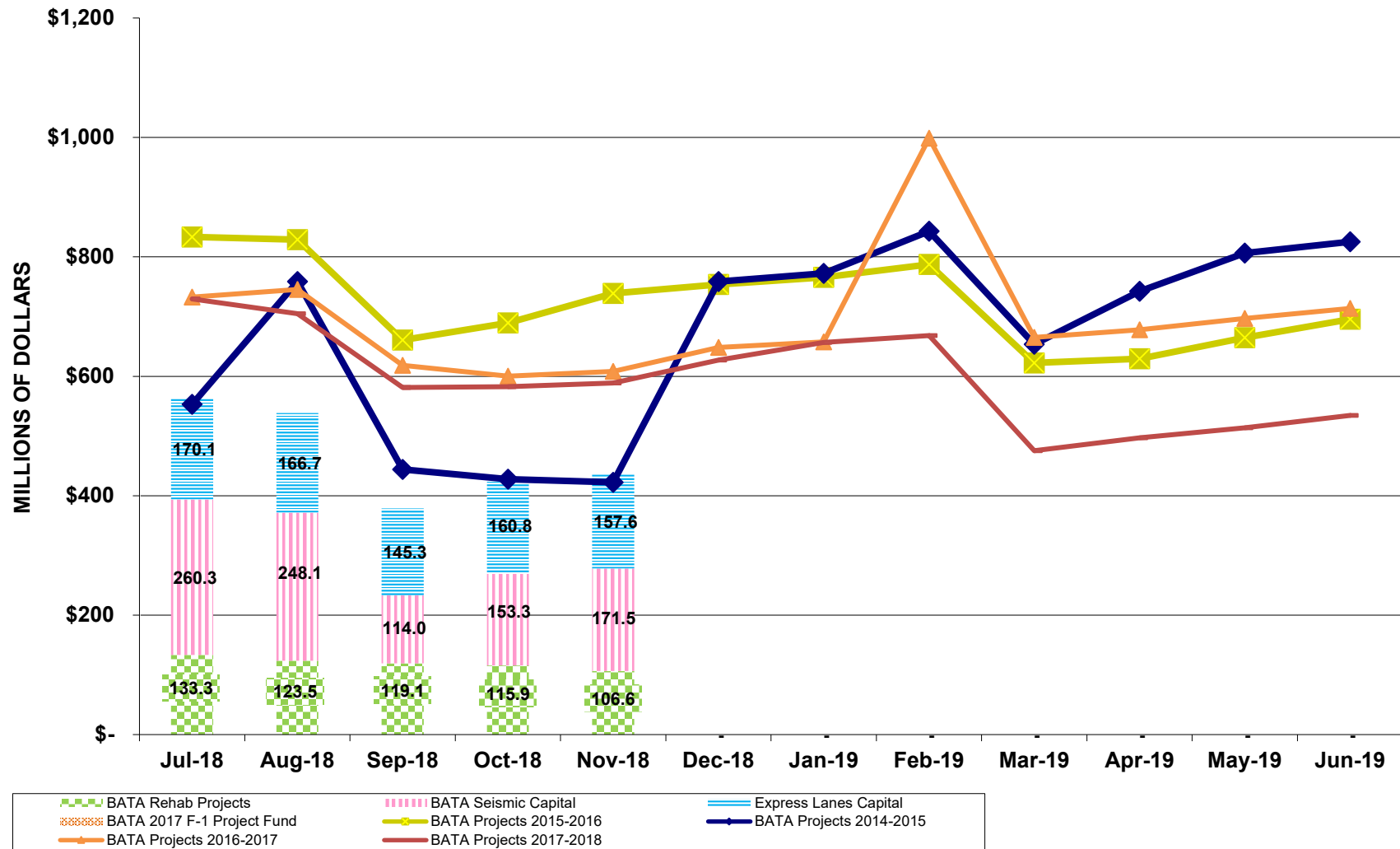
MTC FUNDS November 2018



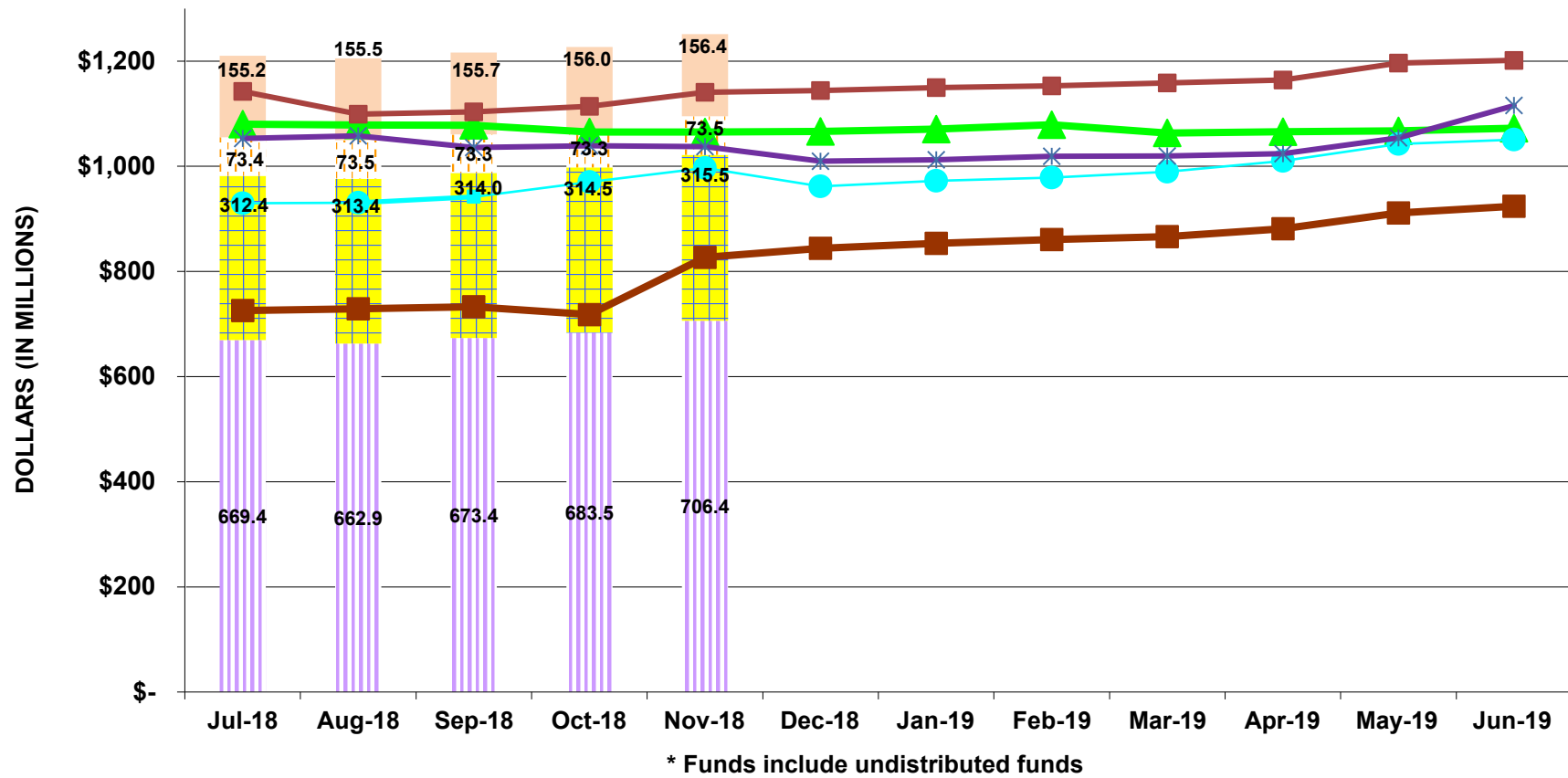
MTC SAFE FUNDS November 2018



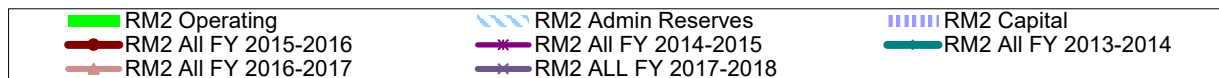
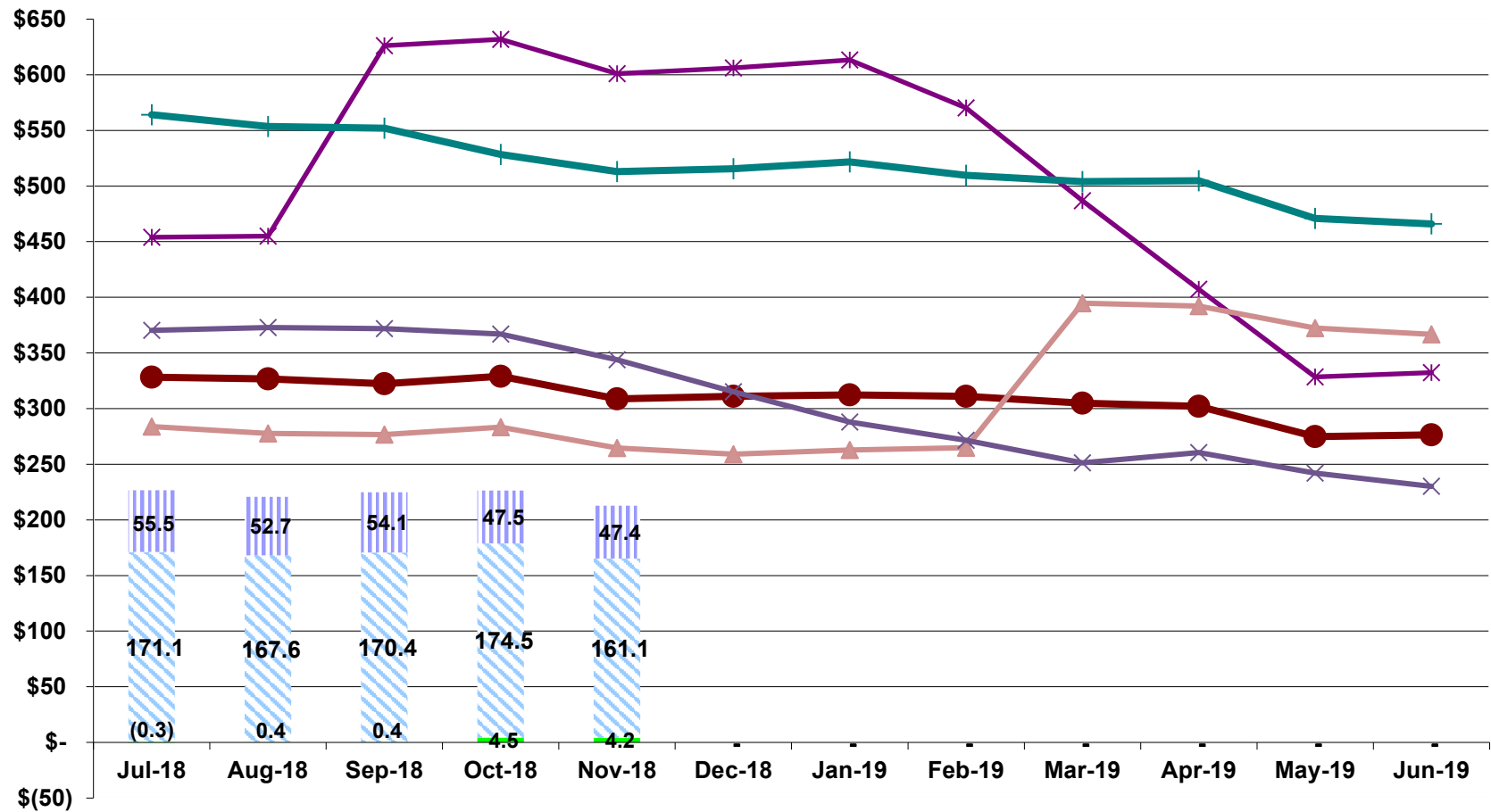
BATA PROJECTS November 2018



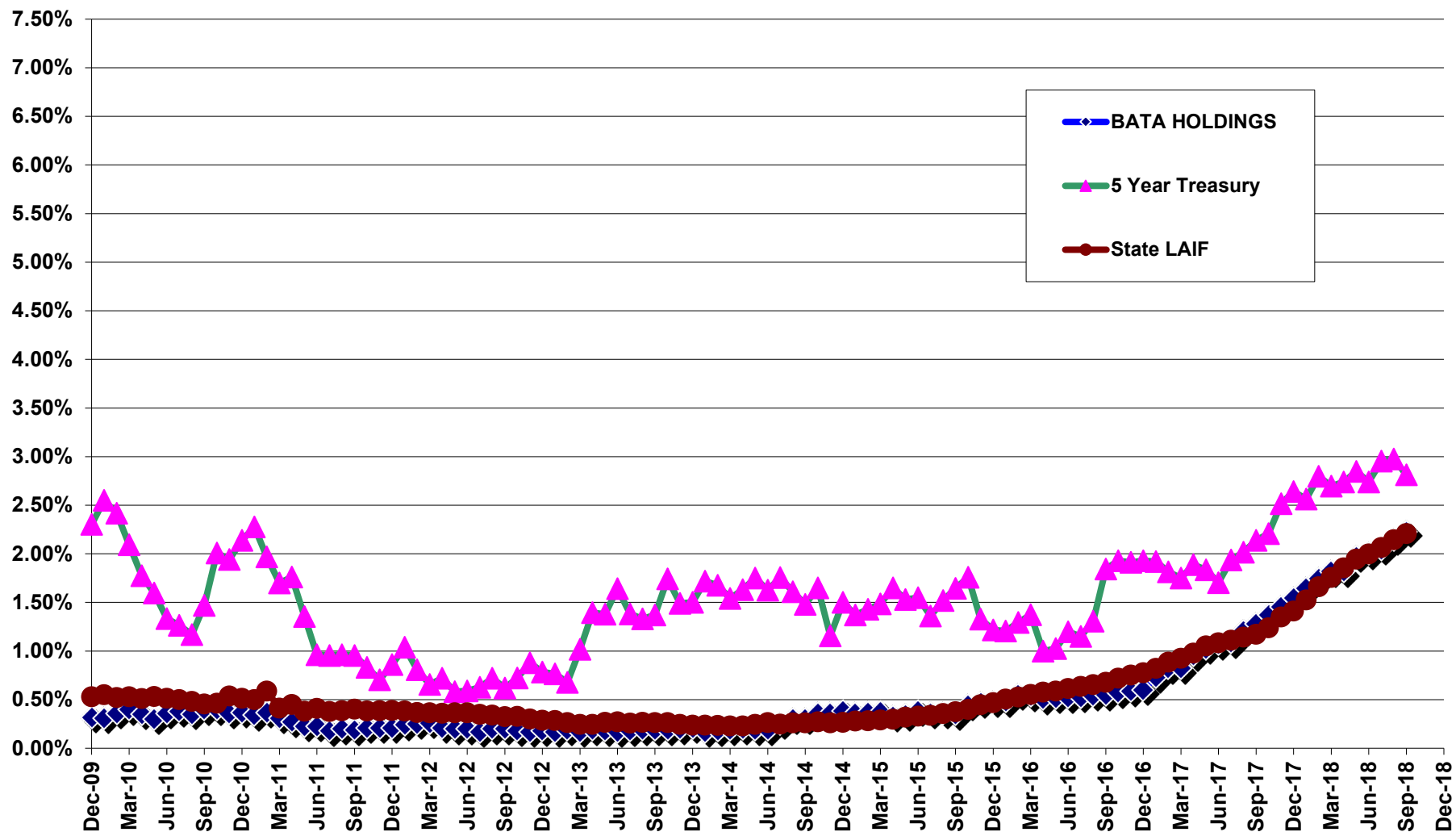
BATA ADMIN **November 2018**



REGIONAL MEASURE 2 FUNDS November 2018



Investment Rate Benchmarks November 2018 (BATA)





Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 18-1104 **Version:** 1 **Name:**

Type: Report **Status:** Consent

File created: 12/7/2018 **In control:** Administration Committee

On agenda: 1/9/2019 **Final action:**

Title: MTC Financial Statements for November 2018

Sponsors:

Indexes:

Code sections:

Attachments: [2c_Financial Statement-November'2018.pdf](#)

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

Subject:
MTC Financial Statements for November 2018

Presenter:
Sonia Elsonbaty

Recommended Action:
Information



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
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San Francisco, CA 94105
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Memorandum

TO: Administration Committee

DATE: January 2, 2019

FR: Deputy Executive Director, Operations

RE: MTC Financial Statements for November 2018

Attached please find MTC financial statements for the five-month period ending November 30, 2018. Major financial highlights include:

- (1) **Operating Income:** Total operating income for the five-month period is slightly below projections at 38% with 42% of the budget year expired. Year-to-date numbers are skewed because the 1% Bay Area Toll Authority (BATA) administration fee is transferred at the beginning of the year. Transportation Development Act (TDA) revenue is the other major MTC revenue source and is running over budget projection.
- (2) **Operating Expenditures:** Total operating expenditures, excluding contracts, are on target at 41% for the five-month period, or 42% of the budget year. Contract services including encumbrances totaling \$12 million are slightly under budget at 39% which is not unusual since most of the contracts are tied to projects and will run over multiple years.
- (3) **Federal Grants:** There are nine new grants in the FY 2018-19 budget that MTC will be applying for in the near future. There are five grants that have been completed and will be closed out in FY 2018-19.

If there are any questions, please contact Arleicka Conley at (415) 778-6796.

A handwritten signature in blue ink, reading "Andrew B. Fremier", is positioned above a horizontal line.

Andrew B. Fremier

OPERATING INCOME
MTC OPERATING BUDGET FOR FY 2018-19
As of November 2018 (42% of year)

	1	2	3	4
Operating Revenue	FY 2018-19 Total Budget	Actual Revenue	Budget Balance Over/(Under)	% of Budget (col 2/1)
General Fund Revenue:				
TDA	13,528,282	6,301,210	(7,227,072)	46.6%
Interest	40,000	262,467	222,467	656.2%
General Fund Total	13,568,282	6,563,677	(7,004,605)	48.4%
Federal Planning Revenue:				
FHWA - PL	8,392,923	2,949,727	(5,443,196)	35.1%
FHWA - SP&R	220,000	-	(220,000)	0.0%
FTA 5303	3,914,358	2,693,334	(1,221,024)	68.8%
FTA 5304	984,577	62,790	(921,787)	6.4%
FTA Total	13,511,858	5,705,851	(7,806,007)	42.2%
State Funding Revenue:				
STIP	709,044	167,670	(541,374)	23.6%
State Funds	6,000,000	-	(6,000,000)	0.0%
SB1 Awarded Grant - Climate Resilience	406,000	-	(406,000)	0.0%
Senate Bill 1 (SB1)	2,836,455	1,368,493	(1,467,962)	48.2%
State Revenue Total	9,951,499	1,536,163	(8,415,336)	15.4%
Local Funding Revenue:				
TFCA	1,063,534	-	(1,063,534)	0.0%
HOV	520,000	236,836	(283,164)	45.5%
Pavement Management	1,847,670	530,475	(1,317,195)	28.7%
BAAQMD	759,134	126,191	(632,943)	16.6%
Miscellaneous	2,127,585	44,478	(2,083,107)	2.1%
Local Total	6,317,923	937,980	(5,379,943)	14.8%
Transfers:				
BATA 1%	7,806,994	7,846,994	40,000	100.5%
Transfer BATA	2,460,309	1,660,835	(799,474)	67.5%
SAFE	2,197,815	1,016,018	(1,181,797)	46.2%
2% Transit Transfers	324,000	-	(324,000)	0.0%
Transfers in - STA	1,443,823	106,028	(1,337,795)	7.3%
Bay Trail 2% Bridge Tolls & 5%	723,421	97,236	(626,185)	13.4%
Membership Dues	527,010	-	(527,010)	0.0%
Transfer from or (to) Reserve/Capital	10,870,033	966,189	(9,903,844)	8.9%
Transfers Total	26,353,405	11,693,300	(14,660,105)	44.4%
Total Operating Revenue	69,702,966	26,436,971	(43,265,996)	37.9%

OPERATING EXPENDITURES
MTC OPERATING BUDGET FOR FY 2018-19
As of November 2018 (42% of year)

	1	2	3	4	5
	FY 2018-19	Actual	Budget Balance	% of Budget	
Operating Expenditures	Total Budget	Expense	Over/(Under)	(col 2/1)	Encumbrance
Salaries & Benefits	30,172,295	13,021,198	(17,151,097)	43.2%	65,075
Travel & Training	590,419	181,460	(408,959)	30.7%	100,018
Commission Expense					
Commissioner Expense	150,000	61,904	(88,096)	41.3%	-
Advisory Committees	15,000	6,200	(8,800)	41.3%	-
Printing & Graphics	156,900	7,259	(149,641)	4.6%	10,727
Computer Services	3,291,900	1,503,815	(1,788,085)	45.7%	961,085
General Operations	4,199,059	1,139,700	(3,059,359)	27.1%	1,367,914
Total operating	38,575,573	15,921,536	(22,654,037)	41.3%	2,504,819
Contract Services	31,127,391	2,034,266	(29,093,125)	6.5%	10,004,692
Total Operating Expenditures	69,702,964	17,955,802	(51,747,162)	25.8%	12,509,511

MTC CAPITAL BUDGETS
As of November 2018 (42% of year)

<u>Capital</u>	<u>Total Budget</u>	<u>Actual</u>	<u>Encumbrance</u>	<u>Balance</u>
Transfer from Reserves	\$130,000	\$0	\$0	\$130,000
Expense	\$130,000	\$2,150	\$89,747	\$38,103

Bay Bridge Forward Project

<u>Operating</u>	<u>Total Budget</u>	<u>Actual</u>	<u>Encumbrance</u>	<u>Balance</u>
STP	18,577,561	1,144,034	-	17,433,527
CMAQ	2,246,858	304,853	-	1,942,005
RM2 Capital	16,236,064	981,645	-	15,254,419
SAFE Capital	2,607,843	14,252	-	2,593,591
Local - Cities	3,901,346	4,530	-	3,896,816
Revenue	\$43,569,672	\$2,449,313	\$0	\$41,120,359
Expense	\$43,569,672	\$2,351,780	\$5,788,597	\$35,429,295

Hub Signage Program

<u>Capital</u>	<u>LTD Total Budget</u>	<u>LTD Actual</u>	<u>Encumbrance</u>	<u>LTD Balance</u>
Prop 1B	9,729,204	9,729,204	-	-
RM2	362,000	158,885	-	203,115
Real Flag Sign - STA	3,002,624	569,561	-	2,433,063
Revenue	\$13,093,828	\$10,457,651	\$0	\$2,636,177
Expense	\$13,093,828	\$10,461,227	\$0	\$2,632,601

LIFE TO DATE FEDERAL GRANT BUDGET

As of November 2018 (42% of year)

Fund Source	Project Description	Grant LTD			Staff Actual	Consultant Actual	Enc.	Remaining Balance
		Balance as of 6/30/2018	New Grants	Total Grants				
STP GRANTS								
6084-175 1801	MTC Regional Planning	93,755	-	93,755	-	-	-	93,755
6084-176 1803	511 Grant	1,671,742	-	1,671,742	(12,338)	843,539	828,204	12,338
6084-179 1806	Pavement Management	60,657	-	60,657	-	-	26,471	34,186
6084-180 1809	FPI	1,003,949	-	1,003,949	-	68,479	765,527	169,943
6084-186 1812	OBAG Regional PDA	4,481,243	-	4,481,243	-	255,297	4,225,946	-
6084-193 1816	Arterial Operations	820,610	-	820,610	-	-	169,238	651,371
6084-198 1818	Pavement Management	4,347,454	-	4,347,454	-	699	1,332,554	3,014,201
6084-199 1819	511 Traveler Information	2,086,970	-	2,086,970	2,488	222,305	1,678,760	183,417
6084-201 1820	Freeway Performance Initiative	861,795	-	861,795	-	162,167	650,099	49,529
6084-205 1822	Pavement Management	1,334,614	-	1,334,614	-	8,621	200,000	1,125,993
6160-027 1823	Incident Management	223,589	-	223,589	144,334	-	-	79,256
6084-206 1826	CMA Planning	31,790,707	16,716,000	48,506,707	-	-	18,181,707	30,325,000
6084-207 1827	MTC Planning	8,757,362	35,000	8,792,362	136,134	-	266,000	8,390,228
6084-208 1832	Vanpool Program	2,000,000	-	2,000,000	1,000	-	250,000	1,749,000
6084-213 1833	511 Next Generation	11,109,378	-	11,109,378	707,267	-	3,984,997	6,417,114
6084-212 1834	Connected Vehicles/Shared Mobility	2,861,080	-	2,861,080	203,663	-	-	2,657,417
6084-225 1835	Incident Management	4,160,000	-	4,160,000	61,232	-	-	4,098,768
6084-225 1836	System Travel Demand	1,150,000	-	1,150,000	11,475	-	-	1,138,525
6084-228 1838	Freeway Performance -SR I880 - US101	1,000,000	-	1,000,000	-	141,211	58,789	800,000
6084-232 1839	PDA Planning & Implementation	8,300,433	-	8,300,433	-	-	1,790,355	6,510,078
6084-226-1841	Arterial Operations	4,250,000	-	4,250,000	1,032,814	97,534	-	3,119,652
6084-227-1842	Enhance Arterial: CATI	1,000,000	-	1,000,000	-	65,284	934,716	0
6084-230 1843	Commuter Parking O&M	997,113	-	997,113	-	-	70,000	927,113
6084-231 1844	Freeway Performance - I880 Corridor	995,796	-	995,796	-	-	5,796	990,000
6084-233 1845	Freeway Performance - I 680 Corridor	8,000,000	-	8,000,000	-	1,000	-	7,999,000
6084-235 1846	Bay Area Forward	2,500,000	-	2,500,000	8,108	-	-	2,491,892
TOTAL		105,858,248	16,751,000	122,609,248	2,296,178	1,866,135	35,419,160	83,027,774
CMAQ GRANTS								
6084-160 1589	Arterial Operations	408,143	179,276	587,419	188,094	-	191,168	208,157
6160-018 1596	Freeway Performance	379,046	-	379,046	-	115,759	166,190	97,097
6084-176 1804	511 Grant	213,009	-	213,009	-	152,965	60,044	-
6084-188 1814	Regional Bicycle Program	80,654	-	80,654	-	-	-	80,654
6084-202 1824	Climate Initiatives	795,390	-	795,390	-	-	200,000	595,390
6084-209 1825	Operate Car Pool Program	7,408,497	-	7,408,497	87,039	224,007	1,303,488	5,793,963
6084-211 1828	Commuter Benefits Implementation	1,270,570	-	1,270,570	33,971	29,947	188,089	1,018,563
6084-210-1829	Incident Management	14,264,278	-	14,264,278	-	-	2,093,077	12,171,201
6084-215 1830	Spare the Air Youth Program	2,344,724	-	2,344,724	-	64,618	2,268,874	11,232
6084-216 1831	Arterial/Transit Performance/Rideshare	4,538,023	-	4,538,023	-	-	546,710	3,991,313
6084-220 1837	Field Equipment Devices O&M	1,142,000	-	1,142,000	14,235	-	-	1,127,765
6084-219 1840	Bay Area Forward	1,000,000	-	1,000,000	-	1,000	-	999,000
New	Climate Initiatives	-	12,000,000	12,000,000	-	-	-	12,000,000
New	I880 Central Segment Project Study	-	8,840,000	8,840,000	-	-	-	8,840,000
New	Bay Bridge Forward	-	820,000	820,000	-	-	-	820,000
New	West Grand Ave Transit Signal Priority	-	1,000,000	1,000,000	-	-	-	1,000,000
TOTAL		33,844,334	22,839,276	56,683,610	323,339	588,296	7,017,641	48,754,335
FTA GRANTS								
CA57-X023 1623	New Freedom	82,591	-	82,591	-	-	13	82,578
CA37-X104 1625	JARC	20,062	-	20,062	-	-	20,061	(0)
CA37-X133 1627	JARC	130,193	-	130,193	-	-	-	130,193
CA37-X164 1629	JARC	89,496	-	89,496	-	-	89,496	0
CA37-X177 1630	JARC	745,275	-	745,275	-	-	183,284	561,991
CA34-X001 1631	FTA 5339 - Bus Purchases	231,591	-	231,591	-	-	231,591	-
CA57-X109 1632	New Freedom	346,512	-	346,512	-	-	246,256	100,256
CA34-0024 1633	FTA 5339 - Bus Purchases	1,171,281	-	1,171,281	-	-	893,992	277,289
CA34-0032 1634	FTA 5339 - Bus Purchases	725,458	-	725,458	-	-	452,441	273,017
TOTAL		3,542,459	-	3,542,459	-	-	2,117,134	1,425,324

LIFE TO DATE FEDERAL GRANT BUDGET

As of November 2018 (42% of year)

Fund Source	Project Description	Grant LTD			Staff Actual	Consultant Actual	Enc.	Remaining Balance
		Balance as of 6/30/2018	New Grants	Total Grants				
SHA 6084-184	1112 FHWA - SHRP2	101,989	-	101,989	10,000	-	84,343	7,646
G16AP00018	1310 USGS National Grant - G16AP000018	90,000	-	90,000	-	-	-	90,000
G16AP00172	1312 USGS National Grant - G16AC00172	14,841	8,147	22,987	11,841	3,000	-	8,147
G15AP00118	1313 USGS National Grant - G15AC00118	1,986	-	1,986	1,299	-	-	688
G17AC00239	1315 USGS National Grant - G17AC00136	1,132	-	1,132	-	-	-	1,132
G140CG0318P	1316 USGS National Grant - G140G0318P0151	16,540	-	16,540	15,795	-	-	746
BF-99T455	1340 Environmental Protection Agency (EPA)	424,345	-	424,345	-	17,400	273,700	133,245
CA000007-01	1342 Environmental Protection Agency (EPA)	600,000	-	600,000	11,673	-	442,600	145,727
EMF2016	1372 Federal Emergency Management Agency	193,641	8,788	202,429	56,494	7,650	43	138,242
CARB	2404 California Air Respoirces Board	2,500,000	-	2,500,000	-	78,780	1,145,040	1,276,180
14 -003	2800 Coastal Conservancy	341,395	-	341,395	-	-	100,000	241,395
10-092	2801 Coastal Conservancy	434,949	-	434,949	69,477	12,240	70,472	282,760
TSFF 2017	5005 The San Francisco Foundation	19,992	-	19,992	-	-	-	19,992
North Bay	5007 Rockefeller Philanthropy Advisors	12,150	-	12,150	1,039	7,050	100	3,961
New	FEMA	-	300,000	300,000	-	-	-	300,000
New	USGS National Grant	-	75,000	75,000	-	-	-	75,000
TOTAL		4,752,960	391,935	5,144,895	177,617	126,120	2,116,297	2,724,861
Total Federal Grants Budget		147,998,001	39,982,211	187,980,212	2,797,132	2,580,551	46,670,231	135,932,294

G16AP00172	1312 USGS National Grant - G16AC00172	Will be closed out in FY2018-19
G15AP00118	1313 USGS National Grant - G15AC00118	Will be closed out in FY2018-19
G17AC00239	1315 USGS National Grant - G17AC00136	Will be closed out in FY2018-19
G140C0318P	1316 USGS National Grant - G140G0318	Will be closed out in FY2018-19
North Bay	5007 Rockefeller Philanthropy Advisors	Will be closed out in FY2018-19

CLIPPER OPERATING BUDGET
As of November 2018 (42% of year)

Clipper Operating	Total FY 2018-19 Budget	Actual	Encumbrance	Balance
RM2	5,088,195	456,304	-	4,631,891
STA	10,609,531	2,549,791	-	8,059,740
Inactive Accounts	3,996,255	-	-	3,996,255
Transit Operators	19,648,000	3,510,515	-	16,137,485
Revenue	\$39,341,980	\$6,516,610	\$0	\$32,825,370
Expense	\$39,341,980	\$6,517,101	\$24,885,720	\$7,939,159

CLIPPER I - CAPITAL BUDGET (Life to Date)
As of November 2018 (42% of year)

Clipper I - Capital	LTD Budget Thru FY 2018-19	Actual	Encumbrance	Project Balance L-T-D
CMAQ	66,669,515	66,735,660	-	(66,145)
Card Sales	12,951,267	10,907,338	-	2,043,929
Cap and Trade (LCTOP)	7,777,971	7,816,352	-	(38,381)
ARRA	11,167,891	11,167,891	-	-
FTA	14,072,565	23,241,633	-	(9,169,068)
STP	31,790,753	32,820,882	-	(1,030,129)
STA	21,946,540	20,904,092	-	1,042,448
Prop 1B	1,115,383	1,045,170	-	70,213
SFMTA	8,005,421	3,213,743	-	4,791,678
GGBHTD	2,975,000	2,638,123	-	336,877
BART	725,000	505,671	-	219,329
MTC Exchange Fund	7,573,878	7,573,878	-	-
BATA	26,864,813	23,657,436	-	3,207,377
Transit Operators	10,279,437	2,128,305	-	8,151,132
WETA	603,707	603,707	-	-
Sales Tax	890,216	890,216	-	-
Revenue	\$225,409,357	\$215,850,097	\$0	\$9,559,260
Expense	\$225,409,357	\$205,386,146	\$13,587,448	\$6,435,763

CLIPPER II - CAPITAL BUDGET (Life to Date)
As of November 2018 (42% of year)

Clipper II - Capital	LTD Budget Thru FY 2018-19	Actual	Encumbrance	Project Balance L-T-D
STP	10,316,887	5,857,592	-	4,459,295
FTA	133,903,689	868,956	-	133,034,733
TCP - CMAQ Funds	2,034,320	-	-	2,034,320
Transit Operators	4,077,563	-	-	4,077,563
Toll Bridge	23,000,000	-	-	23,000,000
OBAG 2	34,000,000	-	-	34,000,000
Prop 1B/LCTOP	4,000,000	-	-	4,000,000
Golden Gate pass Through	5,000,000	-	-	5,000,000
BATA	260,000	259,802	-	198
STA	2,410,841	2,344,270	-	66,571
Revenue	\$219,003,300	\$9,330,619	\$0	\$209,672,681
Expense	\$219,003,300	\$9,330,833	\$1,372,450	\$208,300,017

DISBURSEMENT REPORT (Non- Federal Funded)
As of November 2018 (42% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Support to the Commission	160,500			
Consultants		2,418	7,583	
1051111 - Subtotal	160,500	2,418	7,583	150,499
Implement Public Information Program	2,114,919			
Consultants		143,217	271,353	
Craft & Commerce, LLP		34,596	65,404	
			25,000	
1051112 - Subtotal	2,114,919	177,813	361,757	1,575,349
Regional Transportation Plan	1,577,241			
Consultants		72,659	114,644	
Economic & Planning Systems		31,830	13,395	
EMC Research			150,000	
Exygy, Inc.			150,000	
Trust for Conservation Innovation			75,000	
Urban Institute			150,000	
1051121 - Subtotal	1,577,241	104,489	653,039	819,713
Analyze Regional Data using GIS & Travel Models	2,420,359			
Consultants		15,500	100,292	
Corey, Canapary & Galanis		26,342	33,830	
ETC Institute		73,440	228,541	
Parsons Brinkerhoff, Inc.			11,374	
Redhill Group, Inc.			95,787	
Resource Systems Group		31,191	259,301	
RSG, Inc.		765	306,931	
WSP USA Inc.			90,065	
1051122 - Subtotal	2,420,359	147,238	1,126,121	1,147,000
Airport/Seaport/Freight Planning	660,853			
Cambridge Systematics			200,000	
The Tioga Group, Inc.			330,853	
1051124 - Subtotal	660,853	-	530,853	130,000
Active Transportation Planning	545,000			
Consultants			75,000	
1051125- Subtotal	545,000	-	75,000	470,000

DISBURSEMENT REPORT (Non- Federal Funded)
As of November 2018 (42% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Resiliency (Sea Level Rise/Adaptation) PL	660,674			
AECOM			400,637	
Bay Conservation & Development		87,292	167,625	
1051126 - Subtotal	660,674	87,292	568,262	5,120
Regional Trails	10,000			
East Bay Regional Park District				
Petaluma Small craft Center				
1051127 - Subtotal	10,000	-	-	10,000
Resilience and Hazards Planning	118,667			
Consultants		18,340	41,197	
1051128 - Subtotal	118,667	18,340	41,197	59,130
Regional Research and Economic	400,000			
Consultants				
1051129 - Subtotal	400,000	-	-	400,000
Advocate Legislative Programs	571,045			
Carter, Welch & Associates		28,627	19,085	
Consultants		31,119	27,926	
Government Relations		97,333	194,667	
1051132- Subtotal	571,045	157,079	241,678	172,288
Agency Financial Management	745,679			
SunGard Bi-Tech Inc.		855	2,969	
PWC		254,672	17,232	
1011152 - Subtotal	745,679	255,527	20,202	469,950
Administrative Services	879,407			
Koff & Associates			101,394	
Management Partners		31,996	48,517	
Carl Warren & Co.			91,100	
Pathways for High School		124,410	10,590	
The Solis Group		7,500	167,500	
Civic Edge		5,100	16,325	
1011153 - Subtotal	879,407	169,006	435,426	274,975

DISBURSEMENT REPORT (Non- Federal Funded)
As of November 2018 (42% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Information Technology Services	652,581			
Agreeya Solutions		(87,056)	287,056	
Management Partners Inc.		9,662	78,167	
Informatix, Inc.			109,796	
SSP Data		4,265	85,690	
1011161 - Subtotal	652,581	(73,129)	560,709	165,001
Performance Measurement and Monitoring	348,698			
ARUP North America Ltd.			25,000	
Consultants		23,051	648	
Exygy, Inc.			150,000	
1051212 - Subtotal	348,698	23,051	175,648	149,999
Regional Rideshare Program	1,083,694			
Enterprise Rent-A-Car			750,000	
Parsons Brinkerhoff			333,068	
1051222 - Subtotal	1,083,694	-	1,083,068	626
Support Regional Operations Program	254,874			
Iteris Inc.			34,031	
Consultants			83,763	
1051223 - Subtotal	254,874	-	117,794	137,080
Implement Regional Traveler Information Services				
Regional Traveler Information	542,407			
Civic Resource Group		58,788	112,672	
Iteris, Inc.		50,502	215,803	
Kimley-Horn & Associates			2,029	
1051224 - Subtotal	542,407	109,290	330,504	102,613
Emergency Response Planning	55,151			
URS Corporation			55,151	
1051229 - Subtotal	55,151	-	55,151	0
Pavement Management Program (PMP)	2,433,243			
AMS Consulting			25,704	
Bellecci & Associates			9,176	
Capitol Asset & Pavement Services			29,662	
Consultants		11,391	69,396	
DevMecca, LLC		460,898	1,056,242	
Fugro Roadware, Inc.			19,614	
Harris & Associates			23,330	
Nichols Consulting			29,856	
Pavement Engineering Inc.			18,891	
Quality Engineering Solutions			19,843	
1051233 - Subtotal	2,433,243	472,289	1,301,715	659,239

DISBURSEMENT REPORT (Non- Federal Funded)
As of November 2018 (42% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Arterial Operations	764,560			
Consultants				
DKS Associates		6,369	3,074	
ITERIS, DBA, MMA			136,647	
ITERIS, Inc.			1,000	
Kimley-Horn And Associates		2,091	11,274	
City of South San Francisco			95,764	
TJKM Transportation			3,411	
1051234 - Subtotal	764,560	8,460	251,170	504,930
Incident Management	841,300			
Circlepoint			34,300	
Consultants			15,453	
ITERIS, Inc.			175,000	
Kimley-Horn			199,218	
1051235 - Subtotal	841,300	-	423,971	417,329
Implement Lifeline Transportation Programs	723,000			
1051311 - Subtotal	723,000	-	-	723,000
Road Maintenance and Rehabilitation	300,000			
1051415 - Subtotal	300,000	-	-	300,000
Climate Resilience for People with Disabilities	501,000			
1051313 - Subtotal	501,000	-	-	501,000
Climate Assessment Initiative	85,000			
Consultants			50,000	
1051413 - Subtotal	85,000	-	50,000	35,000
Regional Assistance Program	250,734			
Pieriott & Associates, LLC		34,000	28,000	
1051514 - Subtotal	250,734	34,000	28,000	188,734
State Programing, Monitoring and TIP Development	187,200			
Consultants		-	187,200	
1051515 - Subtotal	187,200	-	187,200	-

DISBURSEMENT REPORT (Non- Federal Funded)
As of November 2018 (42% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Transit Sustainability Project	7,241,604			
Arup North America Ltd.		28,278	146,641	
Consultants			5,000	
Nelson Nygaard			6,840	
Parsons Brinckerhoff, Inc.		48,868	165,191	
1051517 - Subtotal	7,241,604	77,146	323,672	6,840,786
Transportation for Livable Communities Program	149,904			
Consultants		26,250	50,427	
FEHR & PEERS Assocaites			7,963	
Placeworks			5,264	
City of Santa Clara			60,000	
1051611 - Subtotal	149,904	26,250	123,654	-
Climate Adaptation Consulting (BARC)	105,530			
Consultants		14,081		
1051612- Subtotal	105,530	14,081	-	91,449
Road Maintenance and Rehabilitation	487,474			
Consultants				
1051613- Subtotal	487,474	-	-	487,474
Connecting Housing and Transportation	453,532			
Consultants		75,000	41,250	
Community Outreach		6,000	12,000	
Monument Impact			6,000	
TranslIght LLC		9,224	134,058	
1051615- Subtotal	453,532	90,224	193,308	170,000
Regional Advance Mitigation Projects	50,000			
Consultants				
1051616- Subtotal	50,000	-	-	50,000
Technical Assistance Strategic Planning	100,000			
Estolano Lesar Advisors			100,000	
1051617- Subtotal	100,000	-	100,000	-
Affordable Mobility Pilot Program	601,600			
TransForm		22,220	322,960	
1051618- Subtotal	601,600	22,220	322,960	256,420

DISBURSEMENT REPORT (Non- Federal Funded)
As of November 2018 (42% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Diordon Cencept Plan	500,000			
1051619- Subtotal	500,000	-	-	500,000
General Operations c/o				
1011998 & 1011999	223,964	-	-	223,964
Legal	1,146,994			
Hanson and Bridgett		30,070	11,190	
Glynn and Finley		77,406	1,334	
Meyers Nave		1,430	38,570	
Best Best & & Krieger LLP		2,272	37,728	
Renne Sloan Holtzman Sakalili			226,226	
1060000 - Subtotal	1,146,994	111,178	315,048	720,768
Total Operating Contract Services	30,948,391	2,034,266	10,004,692	18,909,439
Bay Area Forward - Capital				
11051237 - Subtotal	20,826,724	995,897	4,584,046	15,246,781

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of November 2018 (42% of year)

Work Element/Consultant	Expended	Encumbered
Regional Transportation Plan		
Consultants		59,493
San Francisco Transportation Authority		24,850
1051122 - Subtotal	-	84,343
Regional Trails		
East Bay Regional Park District	12,240	154,666
Petaluma Small Craft Center		15,806
1051127 - Subtotal	12,240	170,472
Resilience and Hazards Planning		
Arietta Chakos	7,050	100
Consultants	10,650	43
1051128 - Subtotal	17,700	143
Analyze Regional Data using GIS & Travel Models		
Consultants		70,000
Enterprise Rent-A-Car		250,000
Parsons Brinkerhoff	253,954	1,644,622
Sonoma County Transportation		28,038
1051222 - Subtotal	253,954	1,992,660
Support Regional Traveler Information Services		
Kimley-Horn and Associates	7,708	4,648
1051223 - Subtotal	7,708	4,648
Regional Traffic Information Services		
Civic Resource Group	599,003	1,367,848
Faneuil, Inc.	53,496	1,191,277
Iteris, Inc.	389,792	3,125,479
Kimley-Horn & Associates		590,479
1051224 - Subtotal	1,042,291	6,275,083

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of November 2018 (42% of year)

Work Element/Consultant	Expended	Encumbered
Pavement Management Program (PMP)		
AMS Consulting		198,396
Bellecci & Associates		70,824
Capitol Asset & Pavement Services		228,939
Consultants	9,320	200,000
Fugro Roadware Inc.		151,386
Harris & Associates		180,070
Nichols Consulting Engineers		230,444
Pavement engineering Inc.		145,809
Quality Engineering Solutions		153,157
1051233 - Subtotal	9,320	1,559,025
Arterial Operations Coordination		
Consultants		119,137
DKS ASSOCIATES	49,150	223,456
Iteris, DBA MMA		95,320
Iteris, Inc.		23,618
Kimly Horn	16,134	216,635
Kimley-Horn & Associates		31,111
City of San Ramon		444,949
City of Union City		300,812
City of Walnut Creek		413,224
1051234 - Subtotal	65,284	1,868,262
Implement Incident Management Program		
AC Transit		308,160
Consultants	168,809	21,191
MNS Engineering, Inc. (Former S&C)		1,684,917
URS Corporation		100,000
1051235 - Subtotal	168,809	2,114,268
Lifeline Program		
County of Contra Costa		49,417
County of Contra Costa		49,822
Cycles of Change		64,872
San Mateo County Human Service		39,234
1051310 - Subtotal	-	203,345
Implement Lifeline Transportation Program		
Marin Transit		89,496
1051311 - Subtotal	-	89,496

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of November 2018 (42% of year)

Work Element/Consultant		Expended	Encumbered
Lifeline Planning			
	Alta Planning and Design	64,618	2,268,874
	Silicon Valley Bicycle Coalition		200,000
1051413 - Subtotal		64,618	2,468,874
Federal Programming, Monitoring and TIP Development			
	City of Santa Rosa		231,591
	County Connection		13
	ECCTA		1,344,299
	Valley Transportation Authority		2,134
1051512 - Subtotal		0	1,578,037
New Freedom - Non - Planning Funds			
	Outreach & Escort Inc.		246,256
1051518 - Subtotal		-	246,256
Transportation for Livable Communities			
	Bay Conservation & Development		266,000
	City of Berkeley		340,417
	City of Santa Rosa		800,000
	Community Design and Architecture	50,358	
	Consultant		389,000
	Dyett & Bhatia		4,815
	City of El Cerrito		202,510
	Fehr & Peers Associates	4,575	206,102
	Nelson Niggard	41,000	641,396
	City of Oakland		459,800
	Placeworks		280,000
	City and County of San Francisco		700,000
	City of San Jose		683,802
	Santa Clara VTA	88,964	761,036
	City of Sunnyvale	70,400	335,200
	TJKM Transportation Consultant		200,000
	City of Walnut Creek		12,225
1051611 - Subtotal		255,297	6,282,303
Connecting Housing and Transportation			
	Ninyo and Moore	17,400	716,300
1051615 - Subtotal		17,400	716,300

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of November 2018 (42% of year)

Work Element/Consultant		Expended	Encumbered
Affordable Mobility Pilot Program			
	Transform	78,780	1,145,040
1051618 - Subtotal		78,780	1,145,040
Fund 190 CMA PLANNING		-	18,181,708
Total Federal Grant Funded		1,993,401	44,980,263
Bay Area Forward - Capital			
11051237 - Subtotal		587,150	1,689,973
Total Federal Grant Funded		2,580,551	46,670,231

CAPITAL PROJECTS DISBURSEMENT REPORT
As of November 2018 (42% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Capital Expenditures	130,000		91,897	
Subtotal	130,000	-	91,897	38,103
Bay Bridge Forward	43,569,672			
MTC Staff Costs		768,732		
Audio Visual Innovations Inc.			5,135	
California Engng. Contractors		450,816	1,599,964	
California Highway Patrol			575,000	
Consultants (PO)		240,023	144,558	
FEHR & PEERS ASSOCIATES		23,663	7,594	
HDR Engineering, Inc.		325,902	241,620	
Kimley Horn Associates		115,759	25,276	
Kimley Horn		24,292	905,747	
Kittelson & Associates			125,000	
Kittelson & Associates, Inc			125,000	
Parsons Transportation Group			227,796	
Placeworks			50,711	
Transp Mobility Solutions			5,376	
UC Regents		349,787	290,230	
Wilson, Sparling & Associates			30,000	
WSP USA Inc.		11,222	1,271,174	
WSP USA Inc.		41,584	158,416	
1051237 - Subtotal	43,569,672	2,351,780	5,788,597	35,429,295
Hub Signage Program	13,093,828			
Staff Costs		1,474,838		
Consultants		1,451,014		
Kimly-Horn and Associates		792,395		
BART		4,760,658		
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		
3322650,2651,2652,2654 & 2655 Subtotal	13,093,828	10,461,227	-	2,632,601

CLIPPER PROJECTS DISBURSEMENT REPORT
As of November 2018 (42% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Clipper Operating	39,341,980			
AC Transit		61,200	193,600	
Caribou Public Relations		48,963	111,113	
CONSULTANTS (PO)		82,817	1,654,818	
CUBIC		40,158	80,314	
Cubic Transportation Systems		5,083,357	20,999,115	
Faneuil, Inc.		101,414	305,738	
MOORE, IACOFANO, GOLTSMAN		237,675	398,246	
MTC STAFF COSTS		602,761	877,317	
Nematode Holdings		120,695	203,521	
Resource Development Assoc.		119,496	80,504	
Synapse Strategies		18,566	-18,566	
320122116 Clipper Operating Expenses	\$39,341,980	\$6,517,101	\$24,885,720	\$7,939,159
Clipper I - Capital	225,409,357			
Staff costs		13,246,555	1,484,737	
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		8,777,924	817,561	
Booz Allen Hamilton		13,544,126		
Caporicci & Larson		11,530		
Consultants		3,075,146	7,278,861	
Cornerstone Transp. Consulting		110,119		
Cubic Transportation Systems		91,905,393	3,796,573	
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		

CLIPPER PROJECTS DISBURSEMENT REPORT

As of November 2018 (42% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Intl. Programming & Systems		29,491		
Invoke Technologies		156,962		
Karen Antion Consulting		290,397		
Kennison Metal Fabrication		225,361		
Kimley-Horn and Associates		687,571		
Kimley-Horn and Associates		337,390	179,681	
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.		791,939		
Water Emergency Transportation Authority		127,867		
RM2 Capital construction		16,490,943		
310 Clipper Capital I - Total Expenses	\$225,409,357	\$205,386,146	\$13,587,448	\$6,435,763

Clipper II- Capital 219,003,300

Staff Costs	5,227,806			
IBI Group	1,761,548		523,723	
Invoke Technologies	59,695		140,305	
Consultants	1,419,852		708,422	
KPMG Consulting	261,447			
Thompson Coburn LLP	510,549			
CH2M Hill Clipper Consultants	63,617			
Invoke Technologies	26,319			
312 Clipper II - Total Expenses	\$219,003,300	\$9,330,833	\$1,372,450	\$208,300,017

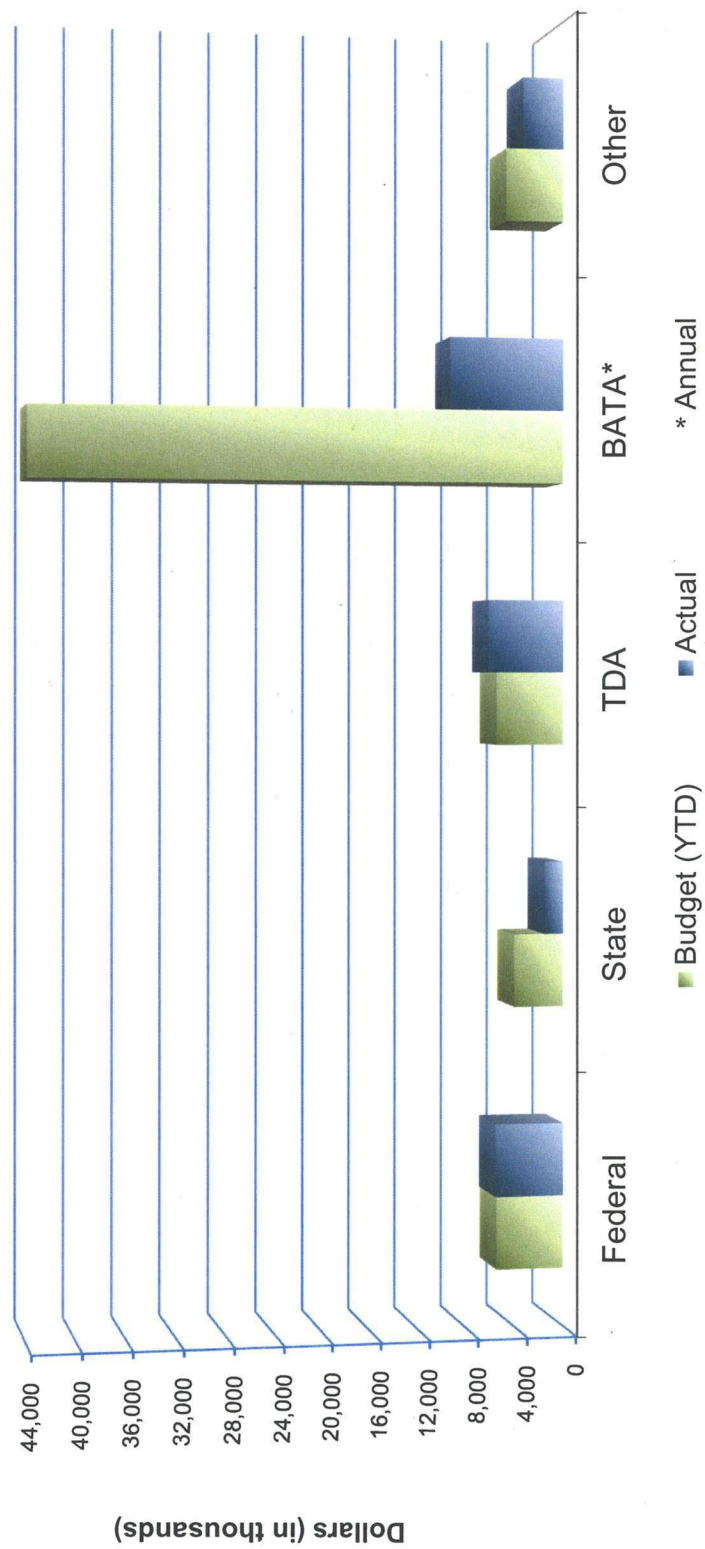
PURCHASE ORDERS EXECUTED BY EXECUTIVE DIRECTOR
\$2,500-\$200,000

		November, 2018
Iron Mountain Off Site Storage		\$7,077
	<i>Offsite Media Tape Storage</i>	
PG&E		\$24,475
	<i>PG&E Electric Utility Service</i>	
Unicom Government Inc.		\$40,470
	<i>Software License Renewal</i>	
Everbridge Inc.		\$7,992
	<i>Hosted Services</i>	
Carshoft Technology		\$53,431
	<i>Software License Renewal</i>	
Carshoft Technology		\$75,019
	<i>Software License Renewal</i>	

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

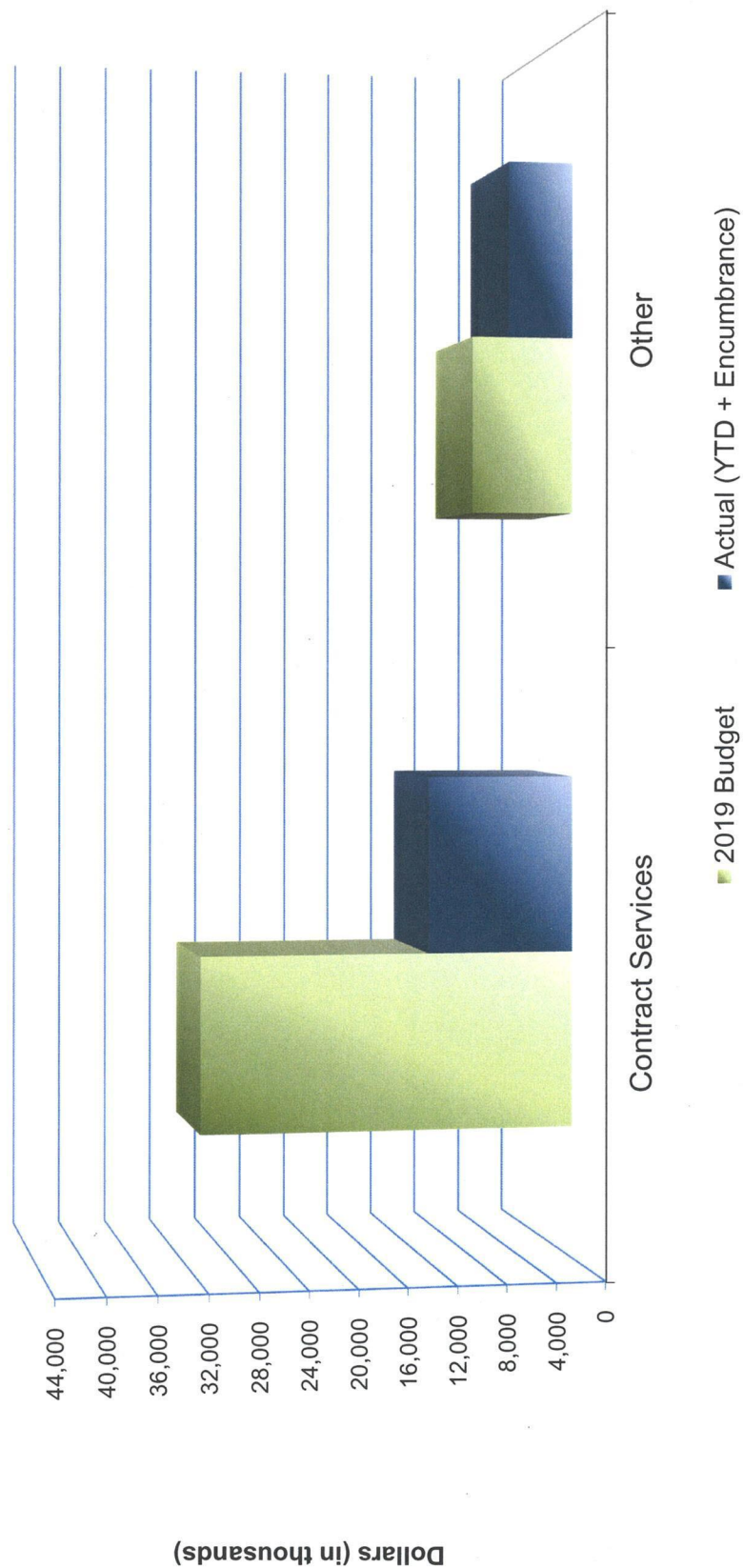
Consultant	Purpose	November, 2018
Estolano Lesar Advisory	Technical Assistance Assessment Consultant	\$100,000

Revenue Comparison Budget Vs Actual November 2018

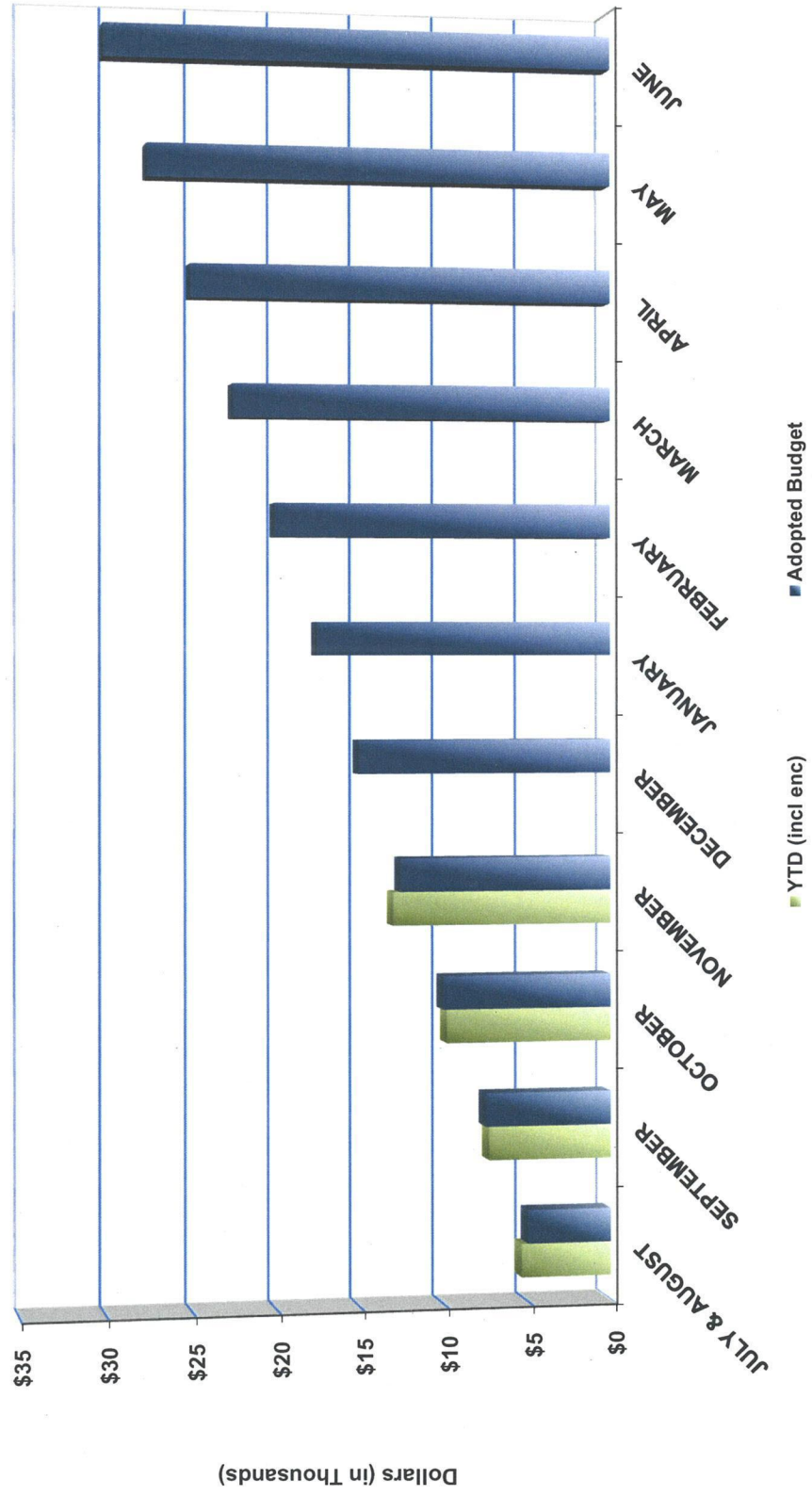


* Annual

Expenditure Comparison Budget Vs Actual Plus Encumbrances November 2018



Salaries & Benefits Budget vs Actual Plus Encumbrance





Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 18-1105 **Version:** 1 **Name:**
Type: Report **Status:** Consent
File created: 12/7/2018 **In control:** Administration Committee
On agenda: 1/9/2019 **Final action:**
Title: Monthly Travel Report
Sponsors:
Indexes:
Code sections:
Attachments: [2d_Travel_Report_Nov_2018.pdf](#)

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

Subject:
Monthly Travel Report

Presenter:
Sonia Elsonbaty

Recommended Action:
Information



METROPOLITAN
TRANSPORTATION
COMMISSION

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

Memorandum

TO: Administration Committee

DATE: January 2, 2019

FR: Deputy Executive Director, Operations

RE: Monthly Travel Report

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

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

International Travel Requests

None this month.

Commissioner Travel

None this month.

Budget Report

As outlined in Attachment 1, actual travel expenses for all combined MTC travel funds are below budget at 27% as of November 2018 with 42% of the budget year elapsed.

A handwritten signature in blue ink, reading "Andrew B. Fremier", is positioned above a horizontal line. The signature is written in a cursive style.

Andrew B. Fremier

SH:bm
Attachment

TRAVEL REPORT FOR FY 2018-19
As of November, 2018 41.7% of year)

FUND	Budget	YTD Actual	% of Budget
MTC	\$461,819	\$117,338	25%
BATA	\$186,200	\$61,931	33%
SAFE	\$12,000	\$3,049	25%
Clipper	\$23,608	\$5,233	22%
Total	\$683,627	\$187,551	27%



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 18-1108 **Version:** 1 **Name:**

Type: Contract **Status:** Consent

File created: 12/7/2018 **In control:** Administration Committee

On agenda: 1/9/2019 **Final action:**

Title: Contract - StreetSaver® Software Training and Guidance: Nichols Consulting Engineers, CHTD (\$1,488,000)

Sponsors:

Indexes:

Code sections:

Attachments: [2e Streetsaver TrainingandGuidance Procurement.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Contract - StreetSaver® Software Training and Guidance: Nichols Consulting Engineers, CHTD (\$1,488,000)

Presenter:
Sui Tan

Recommended Action:
Committee Approval



METROPOLITAN
TRANSPORTATION
COMMISSION

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

TO: Administration Committee

DATE: January 2, 2019

FR: Deputy Executive Director, Operations

W.I.: 1233

RE: Contract – StreetSaver® Software Training and Guidance: Nichols Consulting Engineers, CHTD (\$1,488,000)

This memorandum requests Committee approval of a three-year contract, with Nichols Consulting Engineers, CHTD (NCE) in an amount not to exceed \$1,488,000 to provide training and guidance for MTC's StreetSaver® and StreetSaver® Plus roadway asset management software.

Background

MTC's roadway asset management program, StreetSaver®, is designed to provide local jurisdictions with a set of recommendations, or "best practices", for roadway infrastructure system preservation in order to help them use their limited local street and road funding in the most cost-effective manner. Currently, all 109 Bay Area jurisdictions use StreetSaver®, in addition to over 350 users nationwide. MTC uses StreetSaver® exclusively to report the pavement conditions for local streets and roads annually in Vital Signs – MTC's regional performance trends and tracking website – and to project the region's pavement needs for our regional transportation plan. Since 2008, StreetSaver® has been the analytical engine behind the California Statewide Local Streets and Roads Needs Assessment, providing credible and defensible data.

A Request for Qualifications (RFQ) was issued on November 6, 2018 for a three-year contract (with the option of two 2-year extensions) for software training and pavement management guidance services. The RFQ was emailed to over 1500 unique firms. MTC received one proposal from its current consultant, NCE.

MTC staff recommends award of the contract to NCE since it met all the minimum requirements in the RFQ and all of the supplemental qualifications. NCE has significant experience in providing software training and pavement management guidance services for MTC. MTC staff has consistently received high-quality work products and very responsive services from a group of subject matter experts at a very reasonable cost. The reviewer panel unanimously scored NCE with an average score of 91 out 100 points.

Under this contract, NCE will provide ongoing software training and pavement management guidance services. Attachment A to this memo provides information on subcontractors that will be working with NCE on this project.

First year funding of \$288,000 is included in the FY 2018-19 agency budget. Future funding of up to \$600,000 per fiscal year for FY 2019-20 and FY 2020-21 is subject to MTC's annual budgetary approval process. NCE's and its subcontractors' small business and disadvantaged enterprise status is shown in Attachment A.

Recommendation

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into a three-year contract with NCE in an amount not to exceed \$1,488,000 to provide training and guidance for the MTC's StreetSaver[®] and StreetSaver[®] Plus roadway asset management software.



Andrew B. Tremier

SH:st
Attachment

Attachment A

			DBE* Firm			SBE** Firm		
	Firm Name	Role on Project	Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	Nichols Consulting Engineers, CHTD dba NCE	Project Management			X			X
Subcontractor	University of Texas, El Paso (UTEP)	Tehnical Guidance			X			X
Subcontractor	Dr. Roger Smith	Technical Guidance			X			X
Subcontractor	Northwest Management Systems	Co-instruction, workshops			X			X
Subcontractor	Royal Palm Solutions	Software Development and Quality Assurance	X	42821				X

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract

Work Item No.: 1233

Consultants: Nichols Consulting Engineers, CHTD
Richmond, CA

Project Title: StreetSaver® Software Training and Guidance Services

Purpose of Project: To provide training and guidance for MTC's StreetSaver® and StreetSaver® Plus roadway asset management software.

Brief Scope of Work: Consultant services will include the development and provision of training courses and materials, assistance with StreetSaver® program modifications, concept documentation, quality assurance, and StreetSaver® software user support.

Project Cost Not to Exceed: \$1,488,000

Funding Source: General Fund, Surface Transportation Program (STP), PMP Sales

Fiscal Impact: \$288,000 is available in the FY 2018-19 budget; funding up to \$600,000 per year is subject to approval of the FY 2019-20 and FY 2020-21 budgets.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract with Nichols Consulting Engineers, CHTD in an amount not to exceed \$1,488,000 as described above and in the Deputy Executive Director's memorandum dated January 2, 2019.

Administration Committee:

Federal Glover, Chair

Approved: Date: January 9, 2019



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 18-1109 **Version:** 1 **Name:**

Type: Contract **Status:** Consent

File created: 12/7/2018 **In control:** Administration Committee

On agenda: 1/9/2019 **Final action:**

Title: Contract Amendment - Pavement Management Technical Assistance Program (P-TAP) Round 20 (\$1,745,200); AMS Consulting, LLC (\$285,400), Nichols Consulting Engineers, CHTD (\$264,900), Capitol Asset & Pavement Services, Inc. (\$254,800); Harris & Associates, Inc. (\$245,800); Pavement Engineering, Inc. (\$235,400); Quality Engineering Solutions Inc. (\$218,500); Fugro Roadware, Inc. (\$190,400); Bellecci & Associates, Inc. (\$50,000)

Sponsors:

Indexes:

Code sections:

Attachments: [2f_PTAP 20_Contract_Amendments.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Contract Amendment - Pavement Management Technical Assistance Program (P-TAP) Round 20 (\$1,745,200); AMS Consulting, LLC (\$285,400), Nichols Consulting Engineers, CHTD (\$264,900), Capitol Asset & Pavement Services, Inc. (\$254,800); Harris & Associates, Inc. (\$245,800); Pavement Engineering, Inc. (\$235,400); Quality Engineering Solutions Inc. (\$218,500); Fugro Roadware, Inc. (\$190,400); Bellecci & Associates, Inc. (\$50,000)

Presenter:

Christina Hohorst

Recommended Action:

Committee Approval



METROPOLITAN
TRANSPORTATION
COMMISSION

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

Memorandum

TO: Administration Committee

DATE: January 2, 2019

FR: Deputy Executive Director, Operations

W.I.: 1233

RE: Contract Amendments – Pavement Management Technical Assistance Program (P-TAP) Round 20 (\$1,745,200): AMS Consulting, LLC (\$285,400), Nichols Consulting Engineers, CHTD (\$264,900), Capitol Asset & Pavement Services, Inc. (\$254,800); Harris & Associates, Inc. (\$245,800); Pavement Engineering, Inc. (\$235,400); Quality Engineering Solutions Inc. (\$218,500); Fugro Roadware, Inc. (\$190,400); Bellecci & Associates, Inc. (\$50,000)

Staff requests the Committee's approval to amend contracts with eight Pavement Management Technical Assistance Program (P-TAP) consultants, in the not to exceed amounts specified below, to provide assistance for one year to Bay Area jurisdictions for the P-TAP:

1. AMS Consulting, LLC, Pleasanton, CA (\$285,400)
2. Nichols Consulting Engineers, CHTD, Richmond, CA (\$264,900)
3. Capitol Asset & Pavement Services, Inc., Salem, OR (\$254,800)
4. Harris & Associates, Inc., Concord, CA (\$245,800)
5. Pavement Engineering, Inc., San Luis Obispo, CA (\$235,400)
6. Quality Engineering Solutions Inc., Conneaut Lake, PA (\$218,500)
7. Fugro Roadware, Inc., Irvine, CA (\$190,400)
8. Bellecci & Associates, Inc., Pleasanton, CA (\$50,000)

These P-TAP Round 20 (FY 2018-19) contract amendments total \$1,745,200. Funding for the program is from approximately \$1.5 million in Federal Surface Transportation Program (STP) funds and \$200,174 in local funds, and is included in the FY 2018-19 agency budget.

Background

P-TAP provides Bay Area jurisdictions with assistance and expertise in implementing and maintaining a pavement management program. Projects eligible for funding include assistance with implementing and maintaining pavement management systems, non-pavement asset management pilot projects, and designing pavement rehabilitation projects. MTC has programmed over \$22 million in regional STP funds during the last nineteen rounds of P-TAP. MTC has funded about 800 projects and assisted all Bay Area jurisdictions with their pavement needs.

P-TAP is funded with STP funds and local matching funds. Local jurisdictions provide a 20% local match, which comprises the required STP local match of 11.5% that is applied to the P-TAP projects, and an 8.5% match that pays for a two-year StreetSaver® subscription for the jurisdiction.

MTC retains several consultants to provide services to Bay Area agencies that apply for P-TAP assistance. Funds are allocated to individual projects, ranging from \$15,000 to \$100,000, based on the scope and amount requested by the jurisdiction. Projects are then assigned to P-TAP consultants based on each firm's expertise, prior experience with the jurisdiction, and past performance.

The firms listed above were qualified through a competitive procurement in the form of a Request for Qualifications issued by MTC in 2016. In November 2016, this Committee authorized one-year contracts with these firms, with options to extend in one-year increments for up to three additional. MTC has entered into contracts with seven of the eight approved firms. Attachment A includes a summary of each firm's small business and disadvantaged business enterprise status related to the work described in this memorandum.

Project List

On October 11, 2018, staff contacted all 109 Bay Area cities and counties to solicit projects for P-TAP Round 20. Requests totaled \$3.5 million for 65 projects from 61 jurisdictions. Staff recommends funding 44 Pavement Management System projects, and one Non-Pavement Asset Management pilot project, based on availability of funding and the scoring criteria established in MTC Resolution 4078, Revised, which gives priority to jurisdictions that had not received P-TAP funds in Round 19, jurisdictions requesting funds for Pavement Management System projects, small jurisdictions (i.e., those with few centerline miles), and jurisdictions with a lapsed or soon to be lapsed certification status. Attachment B is a list of all applications received and staff's recommendation for project funding.

Recommendation

Staff recommends that this Committee authorize the Executive Director or his designee to amend the contracts of the firms listed above in amounts not to exceed the amounts specified above.



Andrew B. Fremier

SH:CH
Attachments

Attachment A

		DBE* Firm			SBE** Firm			
	Firm Name	Role on Project	Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	AMS Consulting, LLC	Pavement Management Project services	X	35907				
Prime Contractor	Bellecci & Associates, Inc.	Non-Pavement Asset Management services			X			
Subcontractor	Y & C Transportation Consultants, Inc. - Daniel Yau	Pavement Management Project services				X	28989	
Prime Contractor	Capitol Asset & Pavement Services, Inc.	Pavement Management Project services			X			
Subcontractor	AMS Consulting, LLC	Pavement Management Project services				X	35907	
Subcontractor	Lewis Engineering	Pavement Management Project services				X	28890	
Prime Contractor	Fugro Roadware, Inc.	Pavement Management Project services			X			
Subcontractor	Quality Engineering Solutions Inc.	Pavement Management Project services				X	32661	
Prime Contractor	Harris & Associates, Inc.	Pavement Management Project services			X			
Subcontractor	Quality Engineering Solutions Inc.	Pavement Management Project services				X	32661	
Prime Contractor	Nichols Consulting Engineers, CHTD	Pavement Management Project services			X			
Subcontractor	Quality Engineering Solutions Inc.	Pavement Management Project services				X	32661	

			DBE* Firm			SBE** Firm		
	Firm Name	Role on Project	Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	Pavement Engineering, Inc.	Pavement Management Project services			X			
Subcontractor	Seeley Tech	Pavement Management Project services				X	42884	
Prime Contractor	Quality Engineering Solutions Inc.	Pavement Management Project services	X	32661				

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

**Denotes certification by the State of California.

Attachment B

Jurisdictions That Applied for Funding and Recommended Award Amounts

	Jurisdiction	County	Funding Requested	Consultant Assigned	Funding Recommended (\$) ^{1, 2}
1	Alameda County	Alameda	\$ 100,000	NCE	\$ 100,000
2	Albany	Alameda	\$ 15,000	PEI	\$ 15,000
3	Berkeley	Alameda	\$ 25,000	PEI	\$ 25,000
4	Emeryville	Alameda	\$ 15,000	PEI	\$ 15,000
	Hayward	Alameda	\$ 84,597		\$ -
	Livermore	Alameda	\$ 100,000		\$ -
5	Newark	Alameda	\$ 31,680	QES	\$ 31,700
	Pleasanton	Alameda	\$ 63,669		\$ -
Subtotals:			\$ 434,946		\$ 186,700
6	Antioch	Contra Costa	\$ 94,380	PEI	\$ 94,400
7	Brentwood	Contra Costa	\$ 56,826	NCE	\$ 56,800
8	Clayton	Contra Costa	\$ 25,000	PEI	\$ 15,000
	Concord	Contra Costa	\$ 93,024		\$ -
9	El Cerrito	Contra Costa	\$ 20,994	Harris	\$ 21,000
10	Hercules	Contra Costa	\$ 17,400	Fugro	\$ 17,400
11	Martinez	Contra Costa	\$ 36,462	AMS	\$ 36,500
	Oakley	Contra Costa	\$ 39,312		\$ -
12	Pleasant Hill	Contra Costa	\$ 32,802	Harris	\$ 32,800
13	Richmond	Contra Costa	\$ 86,049	AMS	\$ 86,000
	San Pablo	Contra Costa	\$ 15,000		\$ -
14	San Ramon	Contra Costa	\$ 71,013	PEI	\$ 71,000
15	Walnut Creek	Contra Costa	\$ 65,256	Capitol	\$ 65,300
Subtotals:			\$ 653,518		\$ 496,200
16	Fairfax	Marin	\$ 15,000	Fugro	\$ 15,000
	Marin County	Marin	\$ 100,000		\$ -
17	Novato	Marin	\$ 45,744	NCE	\$ 45,700
18	Ross	Marin	\$ 15,000	Fugro	\$ 15,000
19	San Rafael	Marin	\$ 51,762	AMS	\$ 51,800
Subtotals:			\$ 227,506		\$ 127,500
20	American Canyon	Napa	\$ 16,473	QES	\$ 16,500
21	Napa County	Napa	\$ 65,796	Capitol	\$ 65,800
22	Yountville	Napa	\$ 15,000	QES	\$ 15,000
Subtotals:			\$ 97,269		\$ 97,300
	San Francisco	San Francisco	\$ 100,000		\$ -
Subtotals:			\$ 100,000		\$ -

	Jurisdiction	County	Funding Requested	Consultant Assigned	Funding Recommended (\$) ^{1, 2}
23	Belmont	San Mateo	\$ 20,712	NCE	\$ 20,700
24	Colma ³	San Mateo	\$ 15,000	QES	\$ 15,000
25	Colma ³	San Mateo	\$ 30,000	Bellecci	\$ 50,000
	Foster City	San Mateo	\$ 16,182		\$ -
26	Daly City	San Mateo	\$ 34,587	AMS	\$ 34,600
27	Half Moon Bay	San Mateo	\$ 15,000	AMS	\$ 15,000
	Pacifica	San Mateo	\$ 26,724		\$ -
28	San Bruno	San Mateo	\$ 26,688	Fugro	\$ 26,700
29	San Carlos	San Mateo	\$ 25,869	AMS	\$ 25,900
	San Mateo	San Mateo	\$ 58,509		\$ -
30	San Mateo County	San Mateo	\$ 92,031	Harris	\$ 92,000
31	South San Francisco	San Mateo	\$ 41,679	NCE	\$ 41,700
Subtotals:			\$ 402,981		\$ 321,600
32	Gilroy	Santa Clara	\$ 35,571	AMS	\$ 35,600
33	Los Altos	Santa Clara	\$ 33,402	QES	\$ 33,400
34	Los Altos Hills	Santa Clara	\$ 17,988	QES	\$ 18,000
35	Milpitas	Santa Clara	\$ 38,484	QES	\$ 38,500
36	Monte Sereno	Santa Clara	\$ 135,000	QES	\$ 15,000
37	Morgan Hill	Santa Clara	\$ 35,367	QES	\$ 35,400
38	San Jose	Santa Clara	\$ 225,000	Fugro	\$ 59,000
39	Santa Clara County	Santa Clara	\$ 100,000	Harris	\$ 100,000
40	Saratoga	Santa Clara	\$ 42,333	Fugro	\$ 42,300
	Sunnyvale	Santa Clara	\$ 74,000		
Subtotals:			\$ 737,145		\$ 377,200
	Dixon	Solano	\$ 19,191		\$ -
	Solano County	Solano	\$ 100,000		\$ -
	Vallejo	Solano	\$ 95,988		\$ -
Subtotals:			\$ 215,179		\$ -
41	Cotati	Sonoma	\$ 15,000	Capitol	\$ 15,000
42	Petaluma	Sonoma	\$ 53,196	Capitol	\$ 53,200
43	Rohnert Park	Sonoma	\$ 29,997	Capitol	\$ 30,000
44	Sonoma	Sonoma	\$ 15,000	Fugro	\$ 15,000
	Sonoma County	Sonoma	\$ 100,000		\$ -
45	Windsor	Sonoma	\$ 25,545	Capitol	\$ 25,500
Subtotals:			\$ 669,096		\$ 138,700
Grand Totals:			\$ 3,537,640		\$ 1,745,200

¹ Please Note: Funding amounts may change as a result of possible modifications to project scopes.

² Funding requested reflects jurisdiction requests for Non-Pavement Asset Management projects and/or a PS&E project in addition to a PMS project or instead of a PMS project.

³ Colma was granted a PMS project and was selected for the Non-Pavement Asset Management pilot project to develop the next module.

REQUEST FOR COMMITTEE APPROVAL
Summary of Proposed Consultant Contract Amendments

Work Item No.: 1233

Consultants:

1. AMS Consulting, LLC, Pleasanton, CA (\$285,400)
2. Nichols Consulting Engineers, CHTD, Richmond, CA (\$264,900)
3. Capitol Asset & Pavement Services, Inc., Salem, OR (\$254,800)
4. Harris & Associates, Inc., Concord, CA (\$245,800)
5. Pavement Engineering, Inc., San Luis Obispo, CA (\$235,400)
6. Quality Engineering Solutions Inc., Conneaut Lake, PA (\$218,500)
7. Fugro Roadware, Inc., Irvine, CA (\$190,400)
8. Bellecci & Associates, Inc., Pleasanton, CA (\$50,000)

Project Title: Pavement Management Technical Assistance Program (P-TAP), Round 20

Purpose of Project: To provide technical assistance in implementing P-TAP for jurisdictions in the San Francisco Bay Area.

Brief Scope of Work: Includes some or all of the following: collecting data, running software, identifying budget impacts on pavement condition.

Project Cost Not to Exceed: \$1,745,200 as described below:
(\$1,545,026 – STP; \$200,174 Local Match)

AMS Consulting, LLC, Pleasanton, CA	\$285,400
Nichols Consulting Engineers, CHTD, Richmond, CA	\$264,900
Capitol Asset & Pavement Services, Inc., Salem, OR	\$254,800
Harris & Associates, Inc., Concord, CA	\$245,800
Pavement Engineering, Inc., San Luis Obispo, CA	\$235,400
Quality Engineering Solutions Inc., Conneaut Lake, PA	\$218,500
Fugro Roadware, Inc., Irvine, CA	\$190,400
Bellecci & Associates, Inc., Pleasanton, CA	\$50,000

Funding Source: STP and Local Match (provided by jurisdictions)

Fiscal Impact: Funds for MTC share are available in FY 2018-19 budget

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with each of the firms listed above, in the respective amounts listed above, to provide technical assistance in implementing P-TAP for jurisdictions in the San Francisco Bay Area as described above and in the Deputy Executive Director's memorandum dated January 2, 2019, and the Chief Financial Officer is directed to set aside funds in the amount of \$1,745,200 for such contract amendments.

Administration Committee:

Federal Glover, Chair

Approved: Date: January 9, 2019



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 18-1110 **Version:** 1 **Name:**
Type: Contract **Status:** Consent
File created: 12/7/2018 **In control:** Administration Committee
On agenda: 1/9/2019 **Final action:**
Title: Contract - Transit Performance Monitoring Program for FY 2018-19 through FY 2020-21: Pierlott & Associates, LLC (\$645,000)

Sponsors:

Indexes:

Code sections:

Attachments: [2g Transit Performance Monitoring Program.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Contract - Transit Performance Monitoring Program for FY 2018-19 through FY 2020-21: Pierlott & Associates, LLC (\$645,000)

Presenter:

Christina Hohorst

Recommended Action:

Committee Approval



METROPOLITAN
TRANSPORTATION
COMMISSION

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

TO: Administration Committee

DATE: January 2, 2019

FR: Deputy Executive Director, Operations

W. I. 1514

RE: Contract – Transit Performance Monitoring Program for FY 2018-19 through FY 2020-21: Pierlott & Associates, LLC (\$645,000)

Staff requests Committee approval of a contract with Pierlott & Associates, LLC for \$645,000 to:

- Conduct Transportation Development Act (TDA) performance audits of MTC and the Bay Area transit operators over a three-year period;
- Conduct Regional Measure 2 (RM2) Operating Performance Reviews of all RM2 Operating Projects over a three-year period;
- Conduct assessment of progress towards Transit Sustainability Project performance targets; and
- Perform other performance review professional services, as needed.

Background

TDA Triennial Audits

California Public Utilities Code Section 99246 requires that transportation planning agencies, such as MTC, designate independent entities to conduct performance audits of their activities and of the activities of each transit operator to whom they allocate funds under Article 4 of the TDA. The purpose of the audits is to systematically evaluate the efficiency, effectiveness, and economy of the operation of the entity being audited. Over the three-year period of the contract, MTC and all operators to whom MTC allocates TDA funds will be audited.

RM2 Program Performance Review

The consultant will annually conduct a performance measure analysis of transit operations projects that are identified in the RM2 Regional Traffic Relief Plan.

Transit Sustainability Project Performance Target Assessment

The Transit Sustainability Project focuses on three project elements: financial, service performance and institutional frameworks. On May 23, 2012, the Commission approved recommendations in MTC Resolution No. 4060 that are based on project findings related to the financial, service performance, and institutional framework of the Bay Area transit system. The policies adopted require MTC to conduct periodic reviews of progress toward the performance targets. Work on this project is subject to changes to the Transit Sustainability Program.

Other Performance Review Professional Services

The consultant may also be directed to provide the following types of services, including but not limited to: tasks related to the development and implementation of the MTC Regional Measure 3 (RM3) Operating Program performance review; peer group performance and/or cost comparison; best practice review and

synthesis for transit efficiency; independent assessment of cost reform options and review of current standards, goals, and objectives; assessments and recommendations pertaining to region-wide performance metrics; or recommendations on specific projects or progress in implementing Productivity Improvement Program Projects consistent with MTC policy.

Selection Process

A Request for Proposals (RFP) was posted on October 15, 2018. The RFP was emailed to over 1200 unique firms. MTC received one (1) proposal from the following firm:

- Pierlott & Associates, LLC, Pennsauken, NJ

A review panel of two MTC staff and three transit agency representatives evaluated the proposal based upon the following evaluation criteria specified in the RFP:

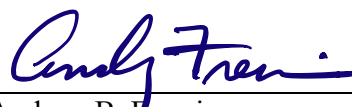
- Technical Expertise – Demonstrated knowledge and expertise with RTPA, MPO and transit operator best practices related to performance by public planning and/or transit operating organizations in the transportation field. Includes an evaluation of Proposer's national and regional expertise in major metropolitan areas. (45%)
- Project Team/Firm Evaluation – Qualifications and experience of firm and project team related to the audit of RTPA, MPO and transit operator performance in both national and regional metropolitan areas. (20%)
- Communication skills based on proposal and discussions, if held. (10%)
- Cost Effectiveness (10 %)
- Price (15%)

A panel evaluated the proposal submitted by Pierlott & Associates, LLC and awarded it 98 out of a possible 105 points. The panel determined that the Pierlott & Associates, LLC proposal provided precise work plans for each defined task; proposed an appropriate approach to administering the TDA compliance and functional audits of transit operators, Regional Measure 2 performance reviews, and Transit Sustainability performance target assessments; and demonstrated that the team has significant experience. Pierlott & Associates is neither a disadvantaged business enterprise nor a small business enterprise and it has no subcontractors.

The proposed budget for the contract allots \$250,000 for the TDA audits; \$195,000 for the RM2 Operating Reviews (\$65,000 per year); \$75,000 for the Transit Sustainability Project; and \$125,000 for other professional review services and analyses from FY 2018-19 to FY 2020-21. Funds for work in FY 2018-19 total \$192,000 and are included in the FY 2018-19 agency budget. Funds for work in FY 2019-20 and FY 2020-21 are subject to the budgeting processes of those respective fiscal years.

Recommendation

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into a three-year contract with Pierlott & Associates, LLC for services related to MTC's transit performance monitoring program in an amount not to exceed \$645,000, subject to the agency's budget approval process as necessary in future fiscal years.



Andrew B. Premier

SH: CH

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Contract

Work Item No.: 1514

Consultant: Pierlott & Associates, LLC (Pennsauken, NJ)

Work Project Title: MTC Transit Performance Monitoring Program

Purpose of Project: Perform legally-required audits of various MTC projects and perform other performance review professional services, as needed.

Brief Scope of Work: Task 1: Triennial Audit of MTC and of the Transit Operators.
Task 2: Regional Measure 2 Operating Program Performance Review.
Task 3: Transit Sustainability Project (TSP) Review.
Task 4: Other Performance Review Professional Services, as needed.

Project Cost Not to Exceed: \$645,000

Funding Source: TDA = \$450,000; RM2 = \$195,000

Fiscal Impact: TDA: \$87,000 for audits and \$25,000 for the TSP Review to be conducted during FY2018-19; will require budgeting \$74,000 for audits and \$25,000 for the TSP Review to be conducted in FY 2019-20; and \$89,000 for audits and \$25,000 for the TSP Review to be conducted in FY 2020-21. As needed performance review services will require \$15,000 in the FY 2018-19 budget with remaining funds to be carried over into FY 2019-20 and FY 2020-21; and as needed performance review services will require \$110,000 in the FY 2019-20 budget with remaining funds to be carried over into FY 2020-21.

RM2: \$65,000 in FY 2018-19 budget for audits to be conducted during FY 2018-19; will require budgeting \$65,000 each in FY 2019-20 and FY 2020-21 for the audits to be conducted in those fiscal years.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract with Pierlott & Associates, LLC for the MTC Transit Performance Monitoring Program, as described above and in the Deputy Executive Director's January 2, 2019 memorandum, and the Chief Financial Officer is directed to set aside funds for such contract in FY 2018-19 in the amount of \$192,000 and \$274,000 in FY 2019-20 and \$179,000 in FY 2020-21, subject to inclusion of such funds in each of those fiscal years' agency budgets.

Administration
Committee:

Federal Glover, Chair

Approved: January 9, 2019



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 18-1111 **Version:** 1 **Name:**

Type: Contract **Status:** Consent

File created: 12/7/2018 **In control:** Administration Committee

On agenda: 1/9/2019 **Final action:**

Title: Contract Amendment - Priority Development Area (PDA) Technical and Staffing Assistance: Urban Planning Partners (\$200,000)

Sponsors:

Indexes:

Code sections:

Attachments: [2h UPP ContractAmendment January 2019.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Contract Amendment - Priority Development Area (PDA) Technical and Staffing Assistance: Urban Planning Partners (\$200,000)

Presenter:

Mark Shorett

Recommended Action:

Committee Approval



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COMMISSION

Bay Area Metro Center
375 Beale Street
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TEL 415.778.6700
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Memorandum

TO: Administration Committee

DATE: January 2, 2019

FR: Deputy Executive Director, Operations

W. I. 1611

RE: Contract Amendment – Priority Development Area (PDA) Technical and Staffing Assistance: Urban Planning Partners (\$200,000)

This memorandum seeks Committee approval to enter into a contract amendment in the amount of \$200,000 with Urban Planning Partners to complete a Priority Development Area (PDA) staffing assistance project, *Oakland Innovative Construction Initiative*.

Background

At its April 9, 2014 meeting, after a competitive procurement, this Committee approved a pre-qualified panel of consultants to provide on-call PDA technical and staffing assistance to local jurisdictions and MTC through 2017 with an option to extend for two additional years. Among these selected consultants is Urban Planning Partners. At its April 25, 2018 meeting, the Commission approved the seventh round of PDA planning grants. Urban Planning Partners was selected to complete the *Oakland Innovative Construction Initiative*, as described in Attachment A.

Attachment B includes a summary of Urban Planning Partners' small business and disadvantaged business enterprise status.

PDA Technical and Staffing Assistance

Following a competitive procurement process involving firms on the on-call PDA technical and staffing assistance bench, Urban Planning Partners was selected in consultation with City of Oakland staff to complete two of the staffing assistance projects approved on April 25, 2018—*Oakland Accessory Dwelling Unit Initiative* and *Oakland Innovative Construction*. This amendment would provide funding for the *Oakland Innovative Construction Initiative* in an amount not to exceed \$200,000. Specifically, the consultant will examine existing barriers to using innovative construction techniques, identify and execute solutions to overcome those barriers, and conduct a campaign to promote these construction methods involving the development and construction industry and City staff. If necessary, regulatory reforms and streamlined permitting and inspection processes will be adopted and implemented.

Recommendation

Staff recommends this Committee authorize the Executive Director or his designee to enter into a contract amendment with Urban Planning Partners to complete a PDA staffing assistance project, *Oakland Innovative Construction Initiative*, for a total not to exceed amount of \$200,000.

Andrew B. Fremier

SH:ms

Attachment

Attachment A

Recommended On-Call PDA Technical and Staffing Assistance Consultant Awards

<i>Jurisdiction</i>	<i>Project</i>	<i>Recommended On-Call Consultant</i>	<i>Award Amount</i>
Oakland	Create a transportation demand management program of policies, strategies, monitoring criteria and an administration plan \$525,000	Urban Planning Partners	\$200,000
		TOTAL	\$200,000

Attachment B

		DBE* Firm			SBE** Firm		
Firm Name		Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	Urban Planning Partners	X	39685				X

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

**Denotes certification by the State of California.

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

Work Item No.: 1611

Organization: Urban Planning Partners, Oakland, CA

Work Project Title: On-Call Priority Development Area (PDA) Technical and Staffing Assistance Projects

Purpose of Amendment: To complete a PDA staffing assistance project for a local jurisdiction and the region that helps advance implementation of Plan Bay Area.

Brief Scope of Work: Support the City of Oakland in completing an initiative to investigate potential forms of innovative construction supportive of the City's housing objectives, and to update its development standards appropriately.

Cost Not to Exceed: \$200,000 (this amendment)
Total Contract before this amendment: \$525,000
Total Authorized Contract after this amendment: \$725,000

Funding Source: Surface Transportation Program, Federal Highway Administration

Fiscal Impact: \$200,000 is included in the FY 2018-2019 agency budget.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Urban Planning Partners to complete a PDA staffing assistance project as described above and in the Deputy Executive Director's Memorandum dated January 2, 2019 and that the Chief Financial Officer is authorized to set aside funds (\$200,000) from the FY 2018-19 Agency Budget for this purpose.

Administration Committee: _____
Federal Glover, Chair

Approved: Date: January 9, 2019