



Metropolitan Transportation Commission

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

Meeting Agenda

Administration Committee

Committee Members:

Federal D. Glover, Chair Jeannie Bruins, Vice Chair

*Carol Dutra-Vernaci, Nick Josefowitz, Gina Papan,
Hillary Ronen, Libby Schaaf, Amy R. Worth
Non-Voting Member: Tony Tavares*

Wednesday, October 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. [19-1014](#) Minutes of the September 4, 2019 meeting

Action: Committee Approval

Attachments: [2a_09-04-2019_Draft_Administration_Minutes.pdf](#)

- 2b. [19-1069](#) Investment Report for July 2019

Action: Information

Presenter: Catherine Cam

Attachments: [2b_Investment_Report_July'2019.pdf](#)

- 2c. [19-1070](#) MTC Financial Statements for July 2019

Action: Information

Presenter: Sonia Elsonbaty

Attachments: [2c_Financial_Statement_July'2019.pdf](#)

- 2d. [19-1071](#) Monthly Travel Report
- Action:** Information
- Presenter:** Sonia Elsonbaty
- Attachments:** [2d Monthly Travel Report July'2019.pdf](#)
- 2e. [19-1017](#) Contract Amendment - Digital Engagement Support Services: Craft and Commerce, LLP (\$100,000)
- Action:** Committee Approval
- Presenter:** Khristina Wenzinger
- Attachments:** [2e Craft Commerce Contract Amendment.pdf](#)
- 2f. [19-1015](#) Consultant Bench: Printing and Photography Services
- Action:** Committee Approval
- Presenter:** Ursula Vogler
- Attachments:** [2f Consultant Bench Printing&Photography.pdf](#)

3. Approval

- 3a. [19-1027](#) MTC Resolution No. 4358, Revised - ABAG Operational Advance for Liquidity and Cash Flow
- A request for authorization of an extension of the \$10 million ABAG Operational Advance for Liquidity and Cash Flow through December 2021.
- Action:** Commission Approval
- Presenter:** Brian Mayhew
- Attachments:** [3a Reso-4358 ABAG Operational Advance Liquidity-CashFlow.pdf](#)
- 3b. [19-1126](#) Water Bill Savings Program
- i. Staff will present an overview of the Water Bill Savings Program; and
- ii. MTC Resolution No. 4394. A request for authorization of a loan of up to \$1 million to ABAG for the BayREN Water Bill Savings Program.
- Action:** Commission Approval
- Presenter:** Brad Paul
- Attachments:** [3b Water Bill Savings Program Overview Presentation.pdf](#)
[3b Reso-4394 ABAG BayRen WaterBill Saving Program Loan.pdf](#)

- 3c.** [19-1127](#) Contract Amendment - Legislative Representation in Washington, D.C.:
Government Relations, Inc. (\$300,000)

A request to extend the contract with Tom Bulger's firm, Government Relations, Inc., for advocacy in Washington, D.C.

Action: Committee Approval

Presenter: Rebecca Long

Attachments: [3c Government Relations Inc Contract Amendment.pdf](#)

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on the November 20, 2019 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA 94105.

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 #: 19-1014 **Version:** 1 **Name:**
Type: Minutes **Status:** Committee Approval
File created: 8/27/2019 **In control:** Administration Committee
On agenda: 10/9/2019 **Final action:**
Title: Minutes of the September 4, 2019 meeting
Sponsors:
Indexes:
Code sections:
Attachments: [2a_09-04-2019_Draft_Administration_Minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Minutes of the September 4, 2019 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 Jeannie Bruins, Vice Chair

*Carol Dutra-Vernaci, Nick Josefowitz, Gina Papan,
Hillary Ronen, Libby Schaaf, Amy R. Worth
Non-Voting Member: Tony Tavares*

Wednesday, September 4, 2019

9:35 AM

Yerba Buena Conference Room - 1st Floor

*** Please note meeting date, time, and location. ***

Call Meeting to Order

1. Roll Call/Confirm Quorum

Present: 7 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen and Commissioner Worth

Absent: 1 - Commissioner Schaaf

Non-Voting Member Absent: Commissioner Tavares

Ex Officio Voting Members Present: Commission Vice Chair Pedroza

Ad Hoc Non-Voting Members Present: Commissioner Cortese

2. Consent Calendar

At the request of Commissioner Papan, agenda item 2e was pulled from the Consent Calendar for discussion. Upon the motion by Commissioner Worth and the second by Commissioner Bruins, the Consent Calendar, with the exception of agenda item 2e, was unanimously approved by the following vote:

Aye: 7 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen and Commissioner Worth

Absent: 1 - Commissioner Schaaf

2a. [19-0846](#) Minutes of the July 10, 2019 meeting

Action: Committee Approval

2b. [19-0847](#) Investment Report for June 2019

Action: Information

Presenter: Catherine Cam

2c. [19-0848](#) MTC Financial Statements as of June 2019 (unaudited)

Action: Information

Presenter: Sonia Elsonbaty

2d. [19-0849](#) Monthly Travel Report and International Travel Request

Action: Information

Presenter: Sonia Elsonbaty

2e. [19-0845](#) Contract Amendment - Website Management, Design, and Development Services: Exygy, Inc. (\$125,000)

Action: Committee Approval

Presenter: Raleigh McCoy

Upon the motion by Commissioner Papan and the second by Commissioner Worth, the Committee unanimously approved the contract amendment with Exygy, Inc. The motion carried by the following vote:

Aye: 7 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen and Commissioner Worth

Absent: 1 - Commissioner Schaaf

2f. [19-0884](#) Contract Amendments - SB1 Adaptation Planning Grants:
i. Colma Creek, South San Francisco Project: Hassell Design Ltd. (\$20,000); and
ii. Grand Bayway SR37 Public Access Project: Tom Leader Studio, Inc. (\$20,000)

Action: Committee Approval

Presenter: Allison Brooks

2g. [19-0670](#) MTC Resolution No. 4391 - Revised Plan for Special Language Services to Limited English Proficient (LEP) Populations

Action: Commission Approval

Presenter: Michael Brinton

- 2h. [19-0921](#) Contract - Bench Audit Firms for Auditing, Attestation and Consulting Services (\$300,000)
- i. Badawi & Associates, Oakland, CA
 - ii. Crowe LLP, San Francisco, CA
 - iii. Grant Thornton LLP, San Francisco, CA
 - iv. KPMG LLP, San Francisco, CA
 - v. Macias Gini & O'Connell LLP, Walnut Creek, CA

Action: Committee Approval

Presenter: Anna Pan

- 2i. [19-0935](#) Contract Amendment - Priority Development Area (PDA) Technical Assistance for the City of Rohnert Park: Fehr & Peers (\$65,000)

Action: Committee Approval

Presenter: Mark Shorett

- 2j. [19-0936](#) Contract Amendment - Priority Development Area (PDA) Technical Assistance for the City of Oakland: Placeworks (\$42,771)

Action: Committee Approval

Presenter: Mark Shorett

3. Approval

- 3a. [19-0850](#) MTC Resolution No. 4370, Revised - FY 2019-20 Overall Work Program (OWP) - Amendment

A request for approval of an amendment to add two new grant awards and a final SB1 allocation.

Action: Commission Approval

Presenter: Brian Mayhew

Upon the motion by Commissioner Bruins and the second by Commissioner Worth, the Committee unanimously approved the referral of MTC Resolution No. 4370, Revised to the Commission for approval. The motion carried by the following vote:

Aye: 7 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen and Commissioner Worth

Absent: 1 - Commissioner Schaaf

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on the October 9, 2019 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA 94105.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 19-1069 **Version:** 1 **Name:**
Type: Report **Status:** Informational
File created: 9/6/2019 **In control:** Administration Committee
On agenda: 10/9/2019 **Final action:**
Title: Investment Report for July 2019
Sponsors:
Indexes:
Code sections:
Attachments: [2b Investment Report July'2019.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Investment Report for July 2019

Presenter:
Catherine Cam

Recommended Action:
Information

**Metropolitan Transportation Commission
Administration Committee**

October 9, 2019

Agenda Item 2b

Investment Report for July 2019

Subject: Investment Report for July 2019

Background: 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 \$3.6 billion. A breakdown by fund is as follows:

<u>Fund</u>	<u>Market Value (\$ million)</u>	<u>% of Total</u>
BATA Admin	\$ 1,205.5	33.4%
BATA Projects	465.8	12.9%
BATA Debt Payment	25.0	0.7%
BATA Debt Service Reserve	529.3	14.7%
BATA RM2	207.5	5.8%
BATA RM3	76.1	2.1%
MTC	364.2	10.1%
BART Car Exchange Program	395.6	11.0%
AB 1171	65.8	1.8%
FasTrak® (Customer Deposits)	130.0	3.6%
Clipper®	83.3	2.3%
BAHA	26.2	0.7%
SAFE	17.7	0.5%
BAIFA	14.3	0.4%
Portfolio Total	<u>\$ 3,606.3</u>	<u>100.0%</u>

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

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

<u>Security Holding</u>	<u>Portfolio Composite</u>	<u>Policy Limits</u>
Fed Home Loan Bank	50.1%	No limit
Fed Home Loan Mortgage	27.0%	No limit
Fed National Mortgage Association	1.4%	No limit
Fed Farm Credit Bank	1.0%	No limit
Cash	10.4%	No limit
Gov't Pools	Less than 0.1%	No limit
CA Asset Mgmt Program (CAMP)	Less than 0.1%	No limit
Municipal Bonds	0.9%	No limit
Mutual Funds	8.5%	20% Portfolio/10% One Fund
Blackrock T-Fund (BATA Trustee)	0.7%	Trustee Funds – No limit
Blackrock Treas Tr (BATA Trustee)	Less than 0.1%	Trustee Funds – No limit
Portfolio Total	100.0%	

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

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 municipal variable rate demand obligations and mutual funds 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	\$ 1,372.5	38%	10%
90 days or less	2,457.8 cumulative	68% cumulative	15%
1 year or less	3,206.8 cumulative	89% cumulative	30%
1-5 years	380.6	10%	
*greater than 5 years	18.9	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 196 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.

Attachments: Comprehensive Investment Holdings for MTC and All Component Units



Therese W. McMillan



MTC
Summary by Issuer
July 31, 2019

SymPro, Inc.
123 Baker St.
Emeryville, CA 95688
(212)123-1233 23

Issuer	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
FASTRAK - PREPAID	1	20,103,581.01	20,103,581.01	0.56	0.000	1
BAY AREA AIR QUALITY MGMT DIST	1	18,900,000.00	18,900,000.00	0.52	2.595	12,511
BLK ROCK T-FUND TRUSTEE	2	26,837,426.33	26,837,426.33	0.74	2.250	1
FASTRAK - PARKING FEES	1	48,452.77	48,452.77	0.00	0.000	1
FASTRAK - VIOLATIONS	1	3,060,862.60	3,060,862.60	0.08	0.000	1
FASTRAK - REFUND	1	976,598.28	976,598.28	0.03	0.000	1
FASTRAK - FEE ACCOUNT	1	1,579,575.92	1,579,575.92	0.04	0.000	1
CALIFORNIA ASSET MANAGEMENT PR	8	1,216,242.86	1,216,242.86	0.03	2.420	1
CASH BALANCE	2	9,609,404.03	9,609,404.03	0.27	0.000	1
EAST BAY MUD	1	7,000,000.00	7,000,000.00	0.19	0.893	6
FED FARM CREDIT BANK	3	35,000,000.00	34,956,394.48	0.97	2.179	340
FED HOME LOAN BANK	144	1,812,970,000.00	1,808,347,028.91	50.14	2.338	106
FED HOME LOAN MTG CORP	70	978,109,000.00	973,793,005.23	27.00	2.199	257
FED NATIONAL MTG ASSN	4	51,200,000.00	51,102,386.68	1.42	2.220	310
CLIPPER GS FIN SQ GOVT FUND	1	70,902,043.26	70,902,043.26	1.97	2.230	1
LAIF	3	340,892.05	340,892.05	0.01	2.379	1
LOS ANGELES DEPT WTR & PWR	1	5,900,000.00	5,900,000.00	0.16	0.960	0
MORGAN STANLEY GOVT ESCROW	1	924,140.88	924,140.88	0.03	2.250	1
MORGAN STANLEY GOVT CUSTODY	11	68,887,555.61	68,887,555.61	1.91	2.250	1
BLK ROCK TREAS TR INS TRUSTEE	9	774,138.40	774,138.40	0.02	2.020	1
FASTRAK BLK ROCK LIQ TREASURY	1	104,194,020.54	104,194,020.54	2.89	1.342	1
BLK ROCK TREAS TR INS CUSTODY	8	61,624,683.75	61,624,683.75	1.71	2.020	1
UBOC CHECKING	1	2,105,862.50	2,105,862.50	0.06	0.010	1

MTC
Summary by Issuer
July 31, 2019

Page 2

Issuer	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
UBOC DISTRICT 4 AND CHANGE FUN	1	3,379,413.30	3,379,413.30	0.09	0.000	1
UBOC INTEREST ON CHECKING	34	309,514,052.60	309,514,052.60	8.58	2.250	1
CLIPPER SETTLEMENT ACCOUNT	1	786,866.27	786,866.27	0.02	0.000	1
CLIPPER FLOAT ACCOUNT	1	10,000,758.52	10,000,758.52	0.28	0.000	1
CLIPPER PARTICIPANT CLAIM FUND	1	898,637.11	898,637.11	0.02	0.000	1
UBOC BAHA CHECKING	2	7,907,405.57	7,907,405.57	0.22	0.000	1
CLIPPER REFUND ACCOUNT	1	677,899.82	677,899.82	0.02	0.000	1
Total and Average	317	3,615,429,513.98	3,606,349,329.28	100.00	2.208	196



MTC
Summary by Type
July 31, 2019
Grouped by Fund

SymPro, Inc.
123 Baker St.
Emeryville, CA 95688
(212)123-1233 23

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	228,102.53	228,102.53	0.01	2.379	1
Checking Accounts	2	31,644,785.89	31,644,785.89	0.88	2.101	1
Subtotal	3	31,872,888.42	31,872,888.42	0.89	2.103	1
Fund: NON TRANSPORTATION PLNG						
Checking Accounts	1	253,031.98	253,031.98	0.01	2.250	1
Subtotal	1	253,031.98	253,031.98	0.01	2.250	1
Fund: AB664 EAST						
Federal Agency Disc. -Amortizing	10	118,821,000.00	118,409,500.63	3.28	2.347	60
Mutual Funds - Custodial	1	259,757.51	259,757.51	0.01	2.250	1
Checking Accounts	1	18,937,581.91	18,937,581.91	0.53	2.250	1
Subtotal	12	138,018,339.42	137,606,840.05	3.82	2.334	52
Fund: AB664 WEST						
Federal Agency Disc. -Amortizing	4	14,421,000.00	14,390,769.88	0.40	2.300	36
Mutual Funds - Custodial	1	22,215.00	22,215.00	0.00	2.250	1
Checking Accounts	1	31,753,675.54	31,753,675.54	0.88	2.250	1
Subtotal	6	46,196,890.54	46,166,660.42	1.28	2.266	12
Fund: 5% STATE						
Checking Accounts	1	16,970,012.84	16,970,012.84	0.47	2.250	1
Subtotal	1	16,970,012.84	16,970,012.84	0.47	2.250	1
Fund: 2% TRANSIT RESERVES FERRY						
Federal Agency Disc. -Amortizing	2	11,699,000.00	11,654,813.18	0.32	2.207	65
Mutual Funds - Custodial	1	31,665.02	31,665.02	0.00	2.250	1
Checking Accounts	1	5,792,211.80	5,792,211.80	0.16	2.250	1
Subtotal	4	17,522,876.82	17,478,690.00	0.48	2.221	44

MTC
Summary by Type
July 31, 2019
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	5	19,769,000.00	19,713,232.01	0.55	2.318	48
Mutual Funds - Custodial	1	61,554.45	61,554.45	0.00	2.250	1
Checking Accounts	1	2,693,524.96	2,693,524.96	0.07	2.250	1
Subtotal	7	22,524,079.41	22,468,311.42	0.62	2.310	43
Fund: 90% RAIL RESERVE EAST						
Federal Agency Disc. -Amortizing	4	25,042,000.00	24,920,213.72	0.69	2.207	85
Mutual Funds - Custodial	1	123,910.99	123,910.99	0.00	2.250	1
Checking Accounts	1	14,986,549.75	14,986,549.75	0.42	2.250	1
Subtotal	6	40,152,460.74	40,030,674.46	1.11	2.223	53
Fund: 90% RAIL RESERVE WEST						
Mutual Funds - Custodial	1	174.91	174.91	0.00	2.250	1
Checking Accounts	1	1,069,074.06	1,069,074.06	0.03	2.250	1
Subtotal	2	1,069,248.97	1,069,248.97	0.03	2.250	1
Fund: MTC FEEDER BUS						
Checking Accounts	1	175,324.55	175,324.55	0.00	2.250	1
Subtotal	1	175,324.55	175,324.55	0.00	2.250	1
Fund: MTC EXCHANGE FUND						
Checking Accounts	1	32,756,696.97	32,756,696.97	0.91	2.250	1
Subtotal	1	32,756,696.97	32,756,696.97	0.91	2.250	1
Fund: BART CAR EXCHANGE PROGRAM						
Federal Agency Disc. -Amortizing	14	335,342,000.00	334,177,048.33	9.27	2.334	60
Federal Agency Coupon Securities	5	61,300,000.00	61,191,231.74	1.70	1.681	201
Mutual Funds - Custodial	1	215,537.23	215,537.23	0.01	2.020	1
Subtotal	20	396,857,537.23	395,583,817.30	10.98	2.233	82
Fund: CLIPPER CAPITAL (MTC)						
Checking Accounts	1	13,207,511.11	13,207,511.11	0.37	2.250	1

MTC
Summary by Type
July 31, 2019
Grouped by Fund

Page 3

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	1	13,207,511.11	13,207,511.11	0.37	2.250	1
Fund: CLIPPER 2.0 (MTC)						
Checking Accounts	1	101,916.82	101,916.82	0.00	2.250	1
Subtotal	1	101,916.82	101,916.82	0.00	2.250	1
Fund: CLIPPER OPERATIONS (MTC)						
Checking Accounts	1	3,990,716.68	3,990,716.68	0.11	2.250	1
Subtotal	1	3,990,716.68	3,990,716.68	0.11	2.250	1
Fund: MTC CAPITAL PROJECTS						
Checking Accounts	1	78,964.94	78,964.94	0.00	2.250	1
Subtotal	1	78,964.94	78,964.94	0.00	2.250	1
Fund: SAFE						
Local Agency Investment Funds	1	112,544.33	112,544.33	0.00	2.379	1
Checking Accounts	1	8,004,898.07	8,004,898.07	0.22	2.250	1
Subtotal	2	8,117,442.40	8,117,442.40	0.22	2.252	1
Fund: SAFE CAPITAL PROJECTS						
Checking Accounts	1	9,587,112.96	9,587,112.96	0.27	2.250	1
Subtotal	1	9,587,112.96	9,587,112.96	0.27	2.250	1
Fund: RM2 OPERATING						
Checking Accounts	1	3,204,715.11	3,204,715.11	0.09	2.250	1
Subtotal	1	3,204,715.11	3,204,715.11	0.09	2.250	1
Fund: UB DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	16,411,591.71	16,411,591.71	0.46	2.250	1
Subtotal	1	16,411,591.71	16,411,591.71	0.46	2.250	1
Fund: BATA 2019 S-H BOND COI						
Mutual Funds - Trustee	1	36,338.43	36,338.43	0.00	2.020	1
Subtotal	1	36,338.43	36,338.43	0.00	2.020	1
Fund: DEBT SERVICE RESERVE						

MTC
Summary by Type
July 31, 2019
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: DEBT SERVICE RESERVE						
Mutual Funds - Trustee	1	10,425,834.62	10,425,834.62	0.29	2.250	1
Municipal Bonds	1	7,000,000.00	7,000,000.00	0.19	0.893	6
Federal Agency Coupon Securities	10	129,700,000.00	129,579,785.10	3.59	2.207	849
Federal Agency Disc. -Amortizing	9	205,035,000.00	204,200,452.43	5.66	2.347	70
Subtotal	21	352,160,834.62	351,206,072.15	9.73	2.263	355
Fund: BATA 2019 S-8 BOND PROCEEDS						
Mutual Funds - Custodial	1	8,489,286.78	8,489,286.78	0.24	0.000	1
Subtotal	1	8,489,286.78	8,489,286.78	0.24	0.000	1
Fund: BATA SUB 2014 S-5 RESERVE						
Federal Agency Coupon Securities	1	1,400,000.00	1,400,196.91	0.04	2.200	1,141
Mutual Funds - Trustee	1	94,757.91	94,757.91	0.00	2.020	1
Subtotal	2	1,494,757.91	1,494,954.82	0.04	2.189	1,069
Fund: BATA SUB 2014 S-6 RESERVE						
Federal Agency Disc. -Amortizing	2	751,000.00	749,671.39	0.02	2.448	30
Federal Agency Coupon Securities	2	13,800,000.00	13,805,075.97	0.38	2.236	1,171
Mutual Funds - Trustee	1	1,049.37	1,049.37	0.00	2.020	1
Subtotal	5	14,552,049.37	14,555,796.73	0.40	2.247	1,113
Fund: BATA 2010 S-1 RESERVE						
Federal Agency Coupon Securities	3	26,200,000.00	26,139,839.76	0.72	2.018	524
Federal Agency Disc. -Amortizing	5	46,622,000.00	46,495,355.82	1.29	2.399	47
Mutual Funds - Trustee	1	36,508.92	36,508.92	0.00	2.020	1
Subtotal	9	72,858,508.92	72,671,704.50	2.01	2.261	219
Fund: BONY DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	81,471.54	81,471.54	0.00	2.020	1
Subtotal	1	81,471.54	81,471.54	0.00	2.020	1
Fund: BATA SUB 2019 S-H RESERVE						
Federal Agency Coupon Securities	1	6,000,000.00	5,996,884.58	0.17	2.100	349

MTC
Summary by Type
July 31, 2019
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: BATA SUB 2019 S-H RESERVE						
Mutual Funds - Trustee	1	363,233.26	363,233.26	0.01	2.020	1
Subtotal	2	6,363,233.26	6,360,117.84	0.18	2.095	329
Fund: BATA 2017 S-7 RESERVE						
Federal Agency Disc. -Amortizing	2	2,915,000.00	2,912,954.53	0.08	2.433	12
Federal Agency Coupon Securities	5	57,210,000.00	57,024,017.89	1.58	2.205	1,027
Mutual Funds - Trustee	1	49,603.70	49,603.70	0.00	2.020	1
Subtotal	8	60,174,603.70	59,986,576.12	1.66	2.215	977
Fund: BATA 2010 S-2 RESERVE						
Federal Agency Coupon Securities	1	50,000.00	49,946.86	0.00	1.700	92
Mutual Funds - Trustee	1	3,116.70	3,116.70	0.00	2.020	1
Subtotal	2	53,116.70	53,063.56	0.00	1.719	87
Fund: BATA 2010 S-3 RESERVE						
Federal Agency Disc. -Amortizing	2	7,402,000.00	7,397,119.46	0.21	2.442	11
Federal Agency Coupon Securities	3	15,440,000.00	15,426,846.26	0.43	2.066	726
Mutual Funds - Trustee	1	108,058.57	108,058.57	0.00	2.020	1
Subtotal	6	22,950,058.57	22,932,024.29	0.64	2.187	492
Fund: RM2 CAPITAL						
Federal Agency Disc. -Amortizing	5	19,990,000.00	19,951,200.90	0.55	2.350	33
Federal Agency Coupon Securities	2	11,900,000.00	11,867,190.51	0.33	1.855	306
Mutual Funds - Custodial	2	116,824.81	116,824.81	0.00	2.325	1
Checking Accounts	1	2,271,107.97	2,271,107.97	0.06	2.250	1
Subtotal	10	34,277,932.78	34,206,324.19	0.94	2.171	126
Fund: BATA REHAB RESERVE						
Federal Agency Coupon Securities	3	25,000,000.00	24,947,682.83	0.69	2.042	854
Federal Agency Disc. -Amortizing	5	48,491,000.00	48,293,480.74	1.34	2.308	71
Mutual Funds - Custodial	1	147,502.16	147,502.16	0.00	2.020	1
Checking Accounts	1	923,305.10	923,305.10	0.03	2.250	1

MTC
Summary by Type
July 31, 2019
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	10	74,561,807.26	74,311,970.83	2.06	2.217	333
Fund: BATA REHAB PROJECTS						
Federal Agency Coupon Securities	1	15,000,000.00	14,929,246.20	0.41	1.800	393
Federal Agency Disc. -Amortizing	7	100,467,000.00	100,082,709.51	2.78	2.224	66
Mutual Funds - Custodial	1	3,891,717.96	3,891,717.96	0.11	2.250	1
Checking Accounts	1	7,287,421.36	7,287,421.36	0.20	2.250	1
Subtotal	10	126,646,139.32	126,191,095.03	3.50	2.176	99
Fund: BATA - SEISMIC CAPITAL						
Federal Agency Disc. -Amortizing	9	134,200,000.00	133,827,068.96	3.71	2.349	47
Mutual Funds - Custodial	3	58,766,463.14	58,766,463.14	1.63	1.982	1
Checking Accounts	1	11,854,042.19	11,854,042.19	0.33	2.250	1
Subtotal	13	204,820,505.33	204,447,574.29	5.67	2.237	31
Fund: BATA TRANSIT PROGRAM						
Checking Accounts	1	5,295,963.22	5,295,963.22	0.15	2.250	1
Subtotal	1	5,295,963.22	5,295,963.22	0.15	2.250	1
Fund: AB 1171 PROJECTS						
Federal Agency Disc. -Amortizing	5	47,225,000.00	47,091,789.16	1.31	2.365	48
Mutual Funds - Custodial	2	109,325.05	109,325.05	0.00	2.065	1
Checking Accounts	1	18,632,668.04	18,632,668.04	0.52	2.250	1
Subtotal	8	65,966,993.09	65,833,782.25	1.83	2.332	35
Fund: EXPRESS LANES CAPITAL						
Federal Agency Disc. -Amortizing	8	84,842,000.00	84,551,730.12	2.34	2.303	59
Federal Agency Coupon Securities	3	30,000,000.00	29,931,966.70	0.83	1.917	419
Mutual Funds - Custodial	2	4,507,157.33	4,507,157.33	0.12	2.250	1
Checking Accounts	1	10,864,797.17	10,864,797.17	0.30	2.250	1
Subtotal	14	130,213,954.50	129,855,651.32	3.59	2.207	135
Fund: RM1 BATA ADMIN - SELF INSURED						
Federal Agency Coupon - Actual	1	5,000,000.00	4,994,423.05	0.14	2.195	266

MTC
Summary by Type
July 31, 2019
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	5	34,900,000.00	34,863,293.43	0.97	2.059	936
Federal Agency Disc. -Amortizing	13	257,695,000.00	256,639,429.84	7.12	2.328	71
Mutual Funds - Custodial	2	1,078,604.32	1,078,604.32	0.03	2.022	1
Checking Accounts	1	114,476.20	114,476.20	0.00	2.250	1
Subtotal	22	298,788,080.52	297,690,226.84	8.26	2.293	176
Fund: RM1 BATA ADMIN - O&M RESERVE						
Federal Agency Coupon - Actual	1	20,000,000.00	19,977,692.20	0.55	2.195	266
Federal Agency Disc. -Amortizing	8	128,029,000.00	127,677,615.13	3.54	2.394	47
Federal Agency Coupon Securities	4	34,300,000.00	34,260,409.29	0.95	2.112	556
Mutual Funds - Custodial	2	2,717,276.26	2,717,276.26	0.08	2.174	1
Checking Accounts	1	79,073.13	79,073.13	0.00	2.250	1
Subtotal	16	185,125,349.39	184,712,066.01	5.12	2.317	164
Fund: RM1 BATA ADMIN						
Municipal Bonds	2	24,800,000.00	24,800,000.00	0.69	2.206	9,535
Federal Agency Disc. -Amortizing	23	583,405,000.00	581,607,040.46	16.13	2.361	53
Local Agency Investment Funds	1	245.19	245.19	0.00	2.379	1
Mutual Funds - Custodial	2	29,752,159.17	29,752,159.17	0.82	2.250	1
Checking Accounts	1	4,873,081.84	4,873,081.84	0.14	2.250	1
Subtotal	29	642,830,486.20	641,032,526.66	17.78	2.349	417
Fund: RM3 ESCROW						
Federal Agency Disc. -Amortizing	17	75,565,000.00	75,165,335.64	2.08	2.251	92
Mutual Funds - Custodial	1	924,140.88	924,140.88	0.03	2.250	1
Subtotal	18	76,489,140.88	76,089,476.52	2.11	2.251	91
Fund: RM2 ADMIN RESERVES						
Federal Agency Disc. -Amortizing	11	122,351,000.00	121,904,554.18	3.38	2.264	63
Mutual Funds - Custodial	1	30,205,041.16	30,205,041.16	0.84	2.250	1
Checking Accounts	1	18,045,965.44	18,045,965.44	0.50	2.250	1

MTC
Summary by Type
July 31, 2019
Grouped by Fund

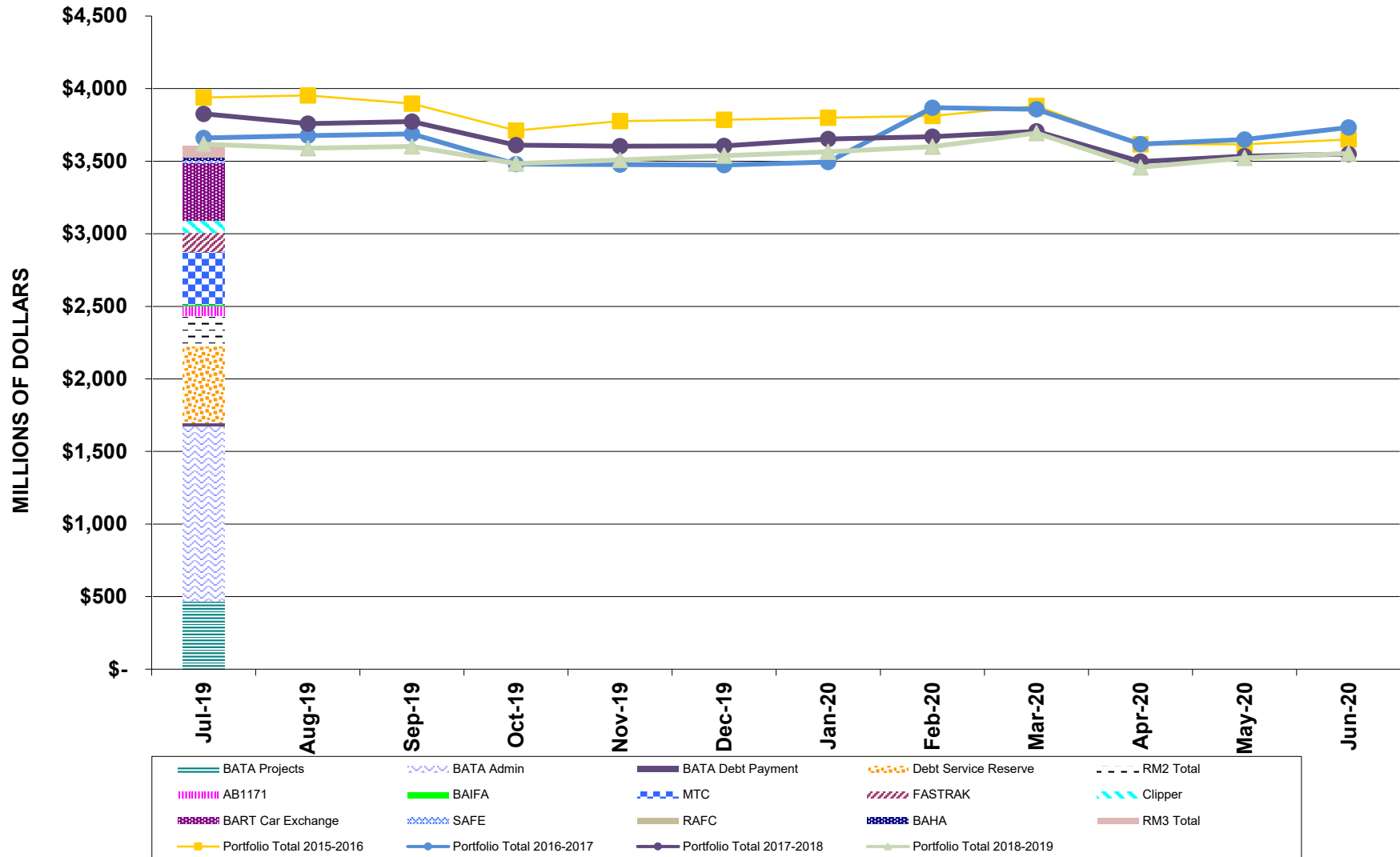
Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	13	170,602,006.60	170,155,560.78	4.72	2.260	45
Fund: UNDISTRIBUTED FUNDS						
Checking Accounts	1	3,379,413.30	3,379,413.30	0.09	0.000 *	1
Subtotal	1	3,379,413.30	3,379,413.30	0.09	0.000	1
Fund: SEISMIC ADMIN						
Mutual Funds - Custodial	2	840,794.33	840,794.33	0.02	2.049	1
Checking Accounts	1	3,528,082.40	3,528,082.40	0.10	2.250	1
Subtotal	3	4,368,876.73	4,368,876.73	0.12	2.211	1
Fund: FASTRAK						
Checking Accounts	5	25,769,070.58	25,769,070.58	0.71	0.000 **	1
Mutual Funds - Custodial	1	104,194,020.54	104,194,020.54	2.89	1.342	1
Subtotal	6	129,963,091.12	129,963,091.12	3.60	1.076	1
Fund: CLIPPER						
Mutual Funds - Custodial	1	70,902,043.26	70,902,043.26	1.97	2.230	1
Checking Accounts	4	12,364,161.72	12,364,161.72	0.34	0.000 ***	1
Subtotal	5	83,266,204.98	83,266,204.98	2.31	1.899	1
Fund: BAHA OPERATING						
Checking Accounts	2	14,038,909.07	14,038,909.07	0.39	2.148	1
Subtotal	2	14,038,909.07	14,038,909.07	0.39	2.148	1
Fund: BAHA OWNER'S						
Checking Accounts	1	7,268,022.35	7,268,022.35	0.20	0.000 ***	1
Subtotal	1	7,268,022.35	7,268,022.35	0.20	0.000	1
Fund: BAHA CAPITAL						
Mutual Funds - Custodial	1	918.67	918.67	0.00	2.020	1
Checking Accounts	1	4,727,348.31	4,727,348.31	0.13	2.250	1
Subtotal	2	4,728,266.98	4,728,266.98	0.13	2.250	1
Fund: 375 BEALE STREET (BAHA)						

* Earnings Credit Rate of 0.01%
** Earnings Allowance Rate of 0.35%
*** Earnings Credit Rate of 0.04%

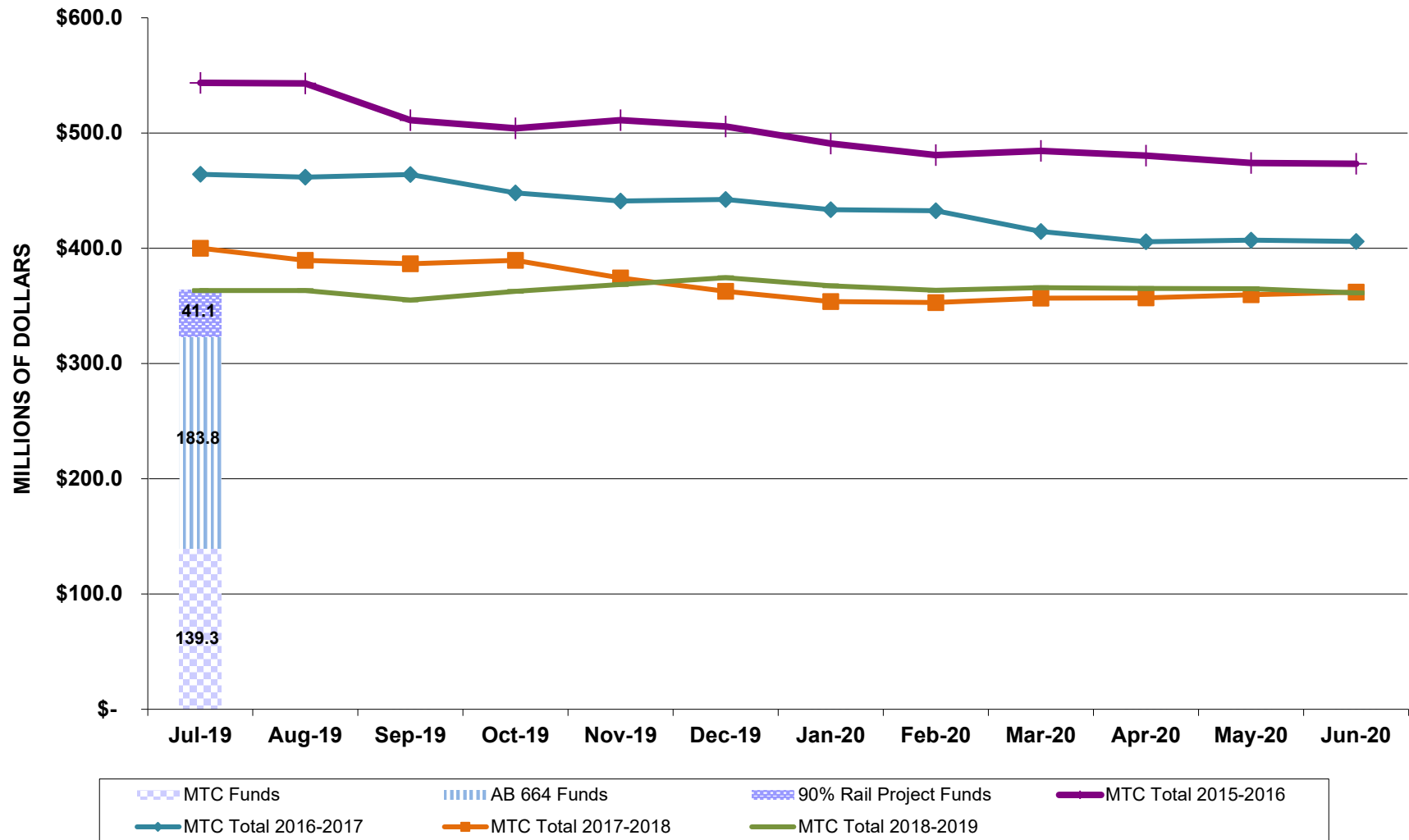
MTC
Summary by Type
July 31, 2019
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: 375 BEALE STREET (BAHA)						
Checking Accounts	1	207,442.19	207,442.19	0.01	2.250	1
Subtotal	1	207,442.19	207,442.19	0.01	2.250	1
Fund: BAIFA OP Admin						
Checking Accounts	1	14,307,308.75	14,307,308.75	0.40	2.250	1
Subtotal	1	14,307,308.75	14,307,308.75	0.40	2.250	1
Total and Average	317	3,615,429,513.98	3,606,349,329.28	100.00	2.208	196

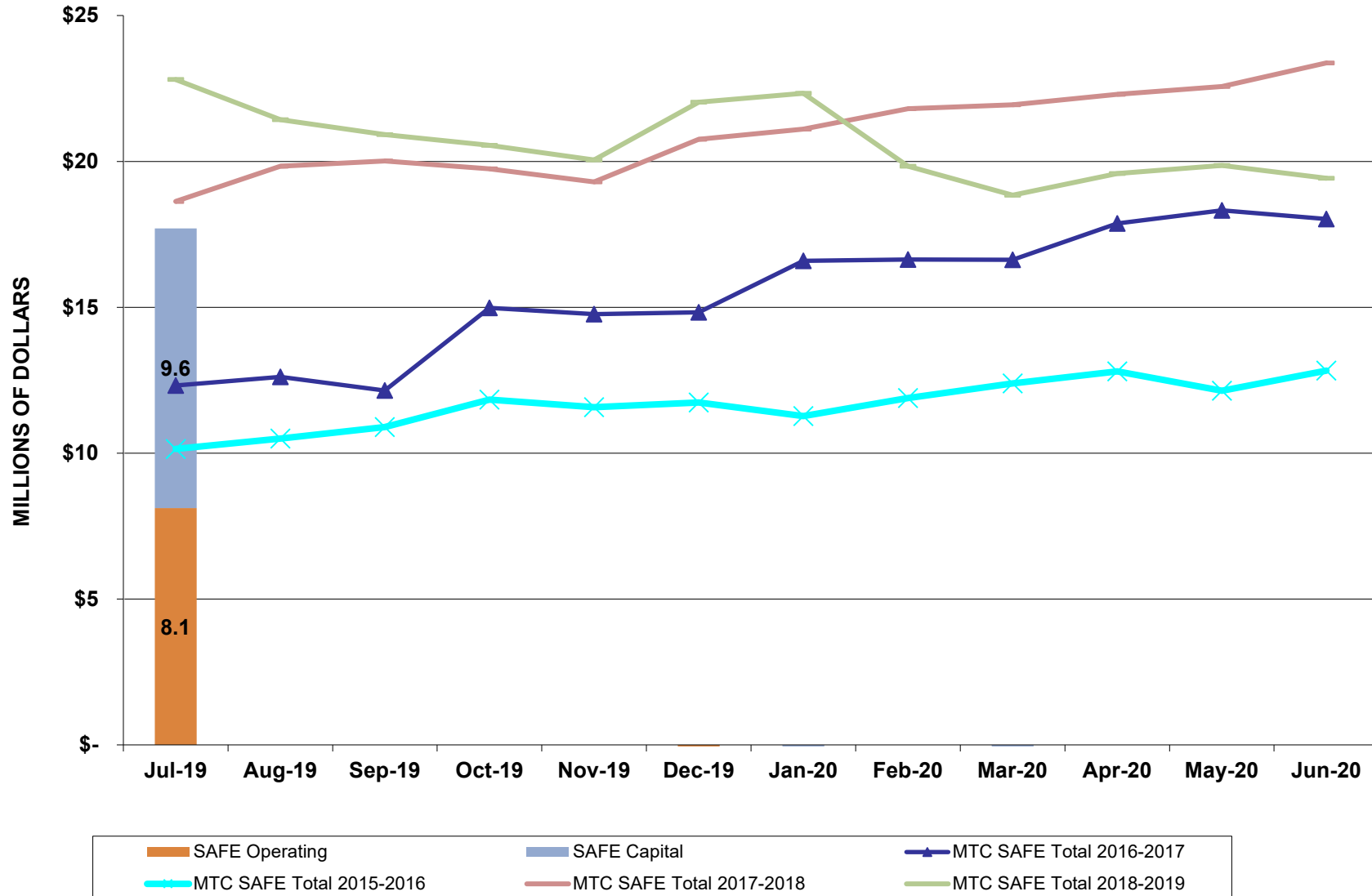
TOTAL PORTFOLIO July 2019



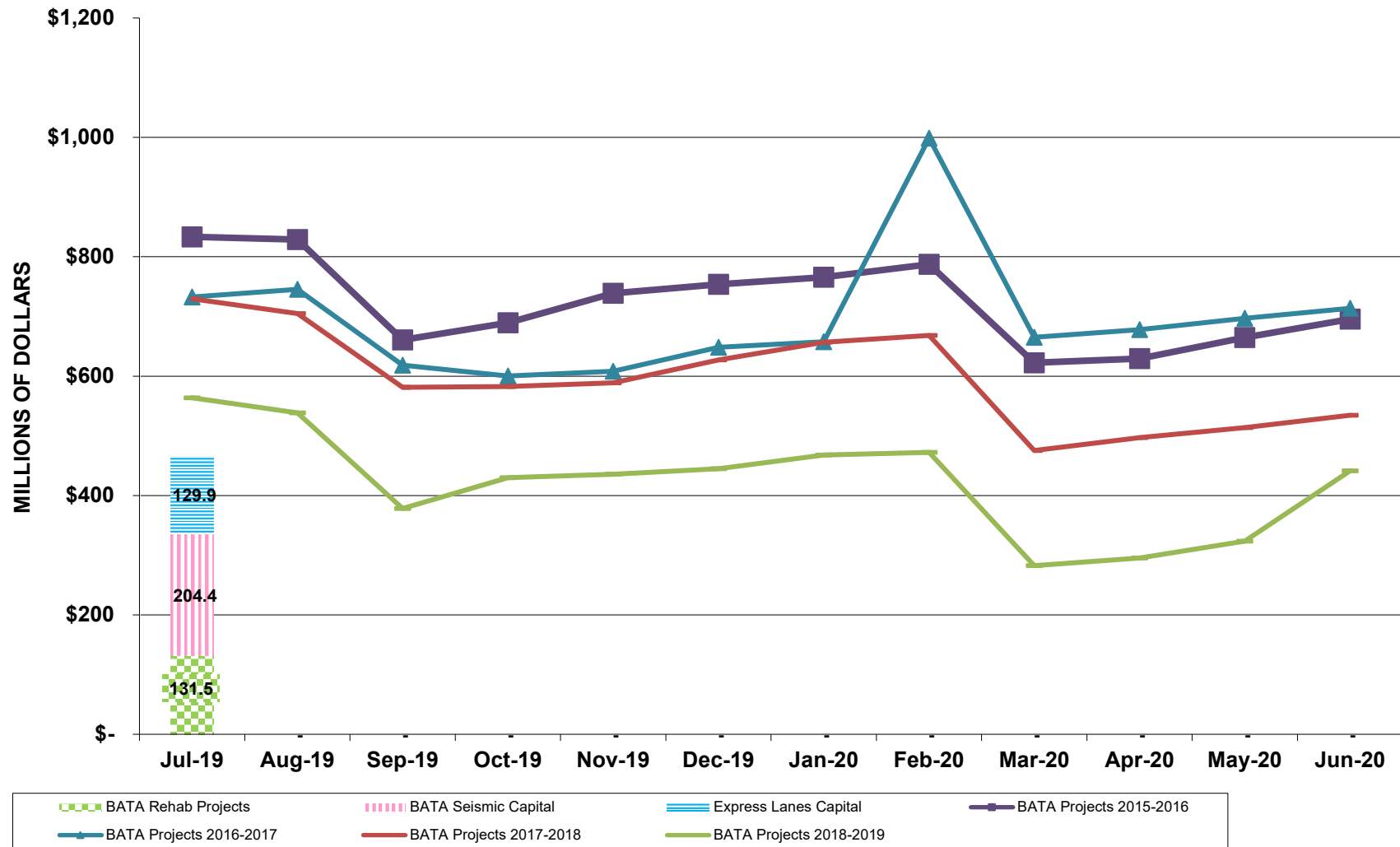
MTC FUNDS July 2019



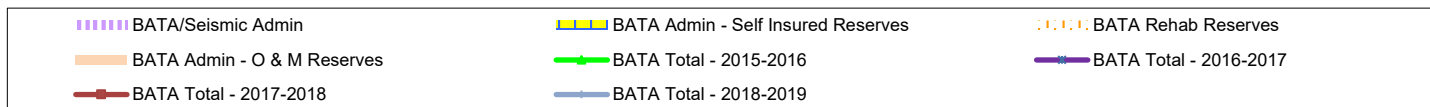
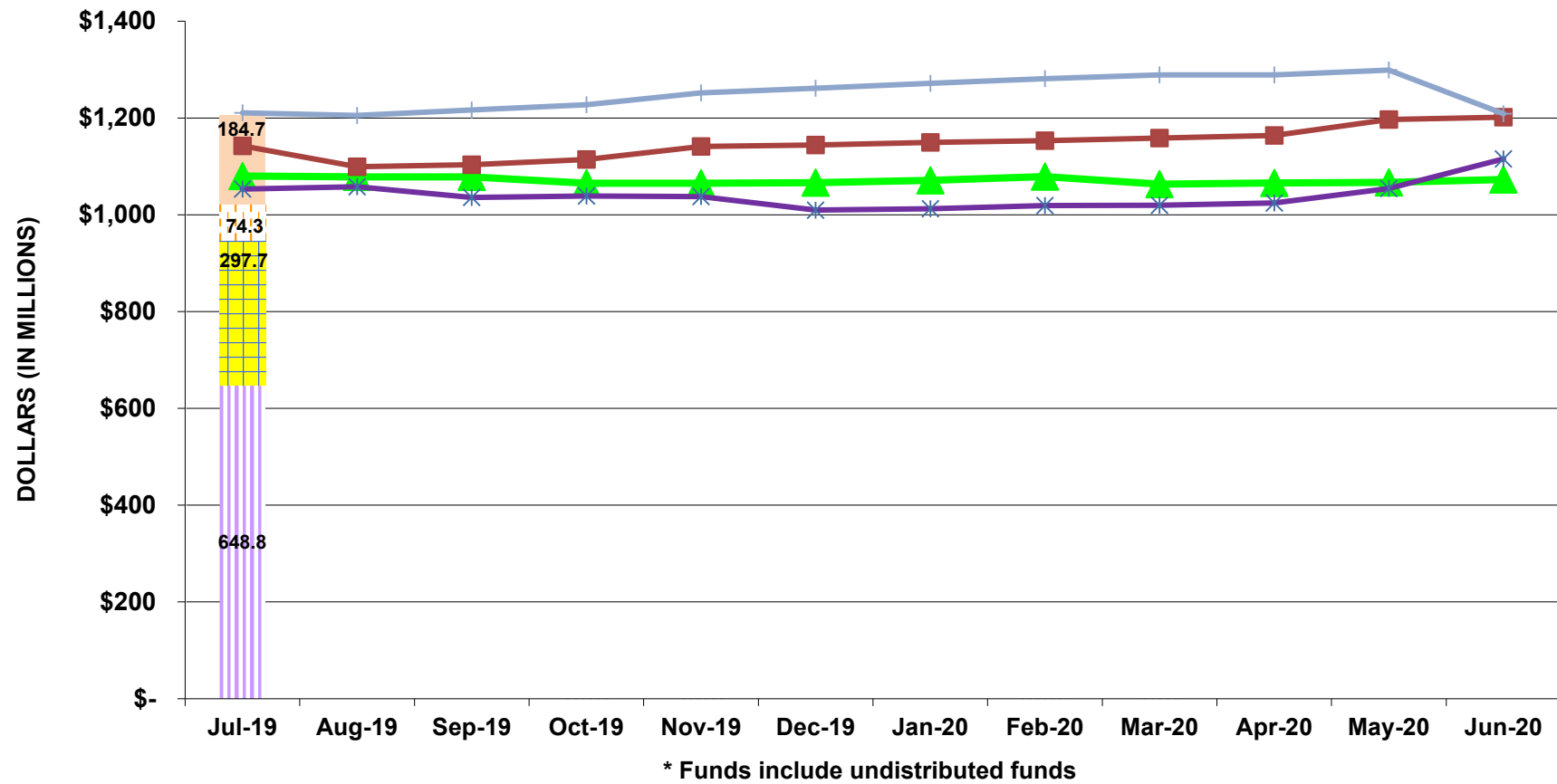
MTC SAFE FUNDS July 2019



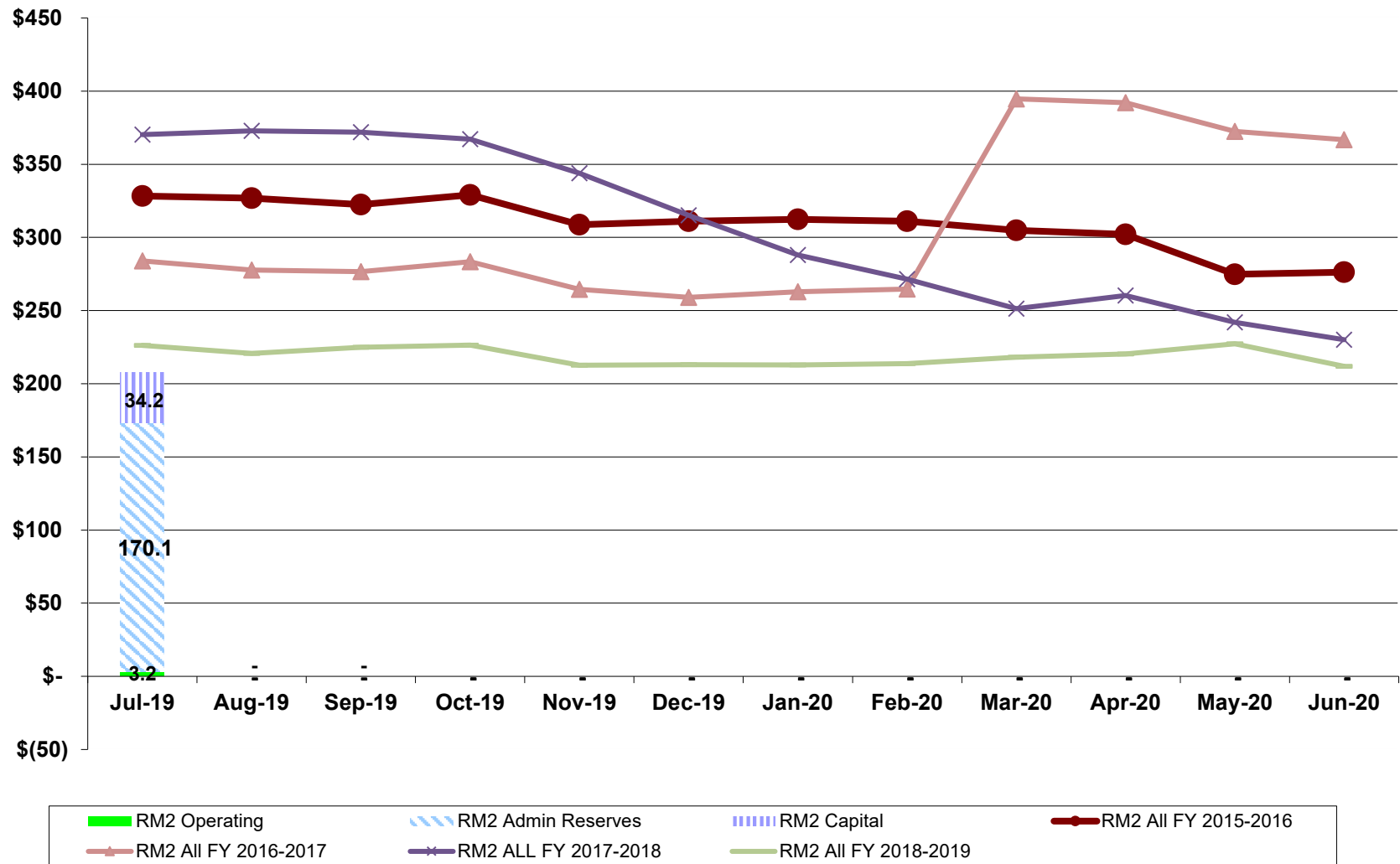
BATA PROJECTS July 2019



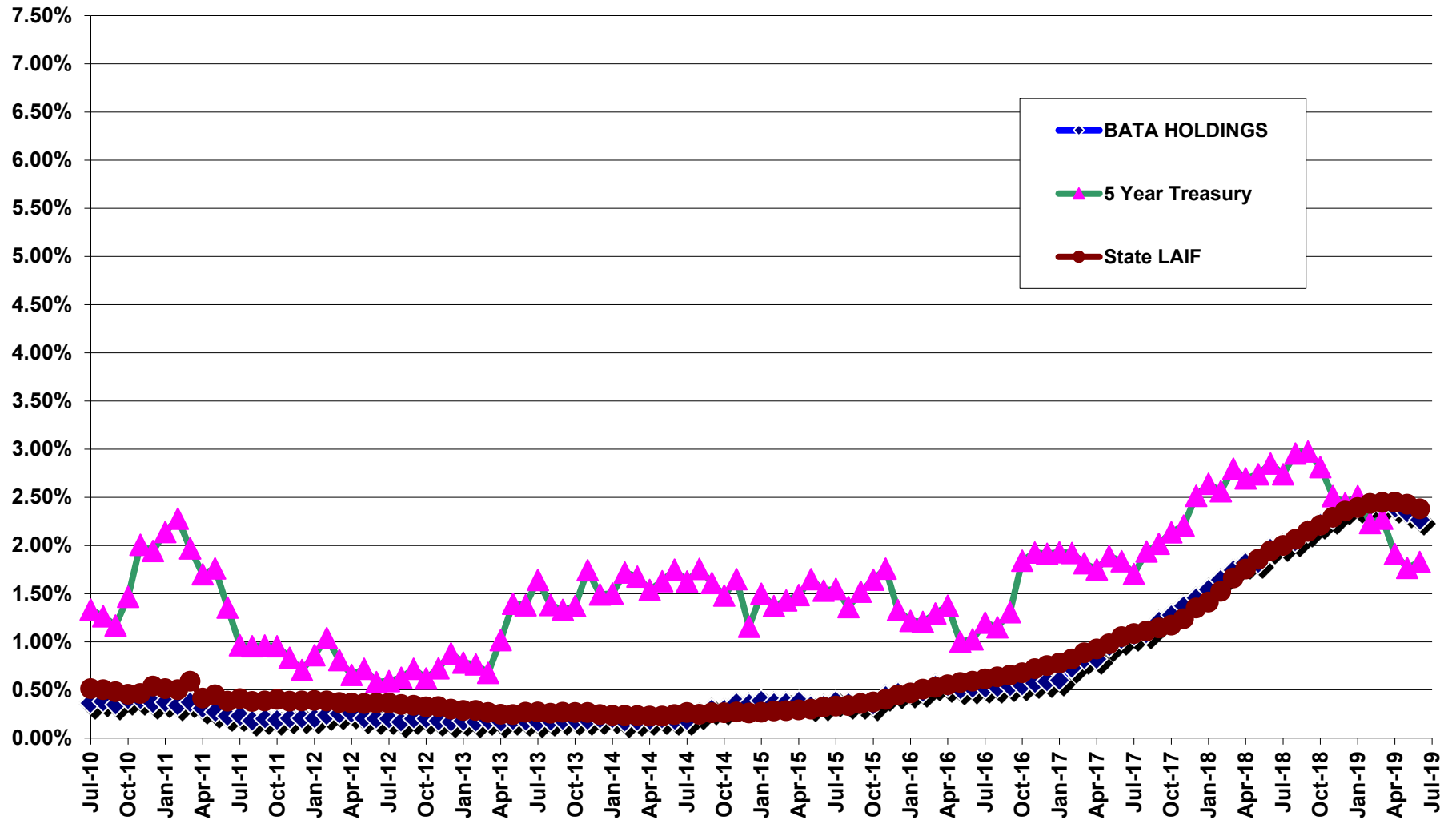
BATA ADMIN **July 2019**



REGIONAL MEASURE 2 FUNDS July 2019



Investment Rate Benchmarks
July 2019
(BATA)





Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 19-1070 **Version:** 1 **Name:**
Type: Report **Status:** Informational
File created: 9/6/2019 **In control:** Administration Committee
On agenda: 10/9/2019 **Final action:**
Title: MTC Financial Statements for July 2019
Sponsors:
Indexes:
Code sections:
Attachments: [2c_Financial_Statement_July'2019.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
MTC Financial Statements for July 2019

Presenter:
Sonia Elsonbaty

Recommended Action:
Information

Metropolitan Transportation Commission Administration Committee

October 9, 2019

Agenda Item 2c

MTC Financial Statements for July 2019

Subject: MTC Financial Statements for the one-month period ending July 31, 2019.

Attached please find MTC financial statements for the one-month ending July 31, 2019. Major financial highlights include:

Operating Balance: For the one-month period ending July 31, 2019, we have collected \$19 million of revenues and have recorded expenditures of \$3.7M and encumbered \$5.0 million. Since this is the first month of the year projected revenue and expenses are low.

- (1) **Operating Income:** Total operating income for the one-month period is ahead of projections at 28% with 8% of the budget year expired, mainly due to the 1% BATA administration (\$8.1million) fee transfer as well as the additional 1% (\$7 million) BATA transfer at the beginning of the year. The additional \$7 million will be included in the next budget amendment.
- (2) **Operating Expenditures:** Total operating expenditures, excluding contracts, are almost within budget at 8.5% for the first month, or 8.3% of the fiscal year. Computer Services are ahead of budget since these include consultant contracts and license renewals that run over multiple years.
- (3) **Federal Grants:** The Federal grant budget is now at \$168 million, and during the 2019-20 fiscal year we will be applying for new and amending six Surface Transportation Block Grants – most commonly known as (STP) – totaling \$20.1 million. We will also apply for five new Congestion Mitigation and Air Quality Improvement (CMAQ) grants totaling \$45.7 million. During the month of July, we have spent and encumbered \$8.8 million and currently our remaining balance is \$231.4 million.
- (4) Attachment A lists actions taken under Executive Director contract signature authority.

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

Issues: None.

Recommendation: This item is provided for information only and no action is required of the Committee.

Attachments: Attachment A – Financial Statements for period ending July 31, 2019



Therese W. McMillan

OPERATING INCOME
MTC OPERATING BUDGET FOR FY 2019-20
As of July 2019 (8.3 % of year)

	1	2	3	4
Operating Revenue	FY 2019-20 Adopted Budget	Actual Revenue	Budget Balance Over/(Under)	% of Budget (col 2/1)
General Fund Revenue:				
TDA	14,616,697	1,305,499	(13,311,198)	8.9%
Interest	115,000	674,901	559,901	586.9%
General Fund Total	14,731,697	1,980,400	(12,751,297)	13.4%
Federal Planning Revenue:				
FHWA - PL	8,209,054	174,515	(8,034,539)	2.1%
FTA 5303	3,510,474	558,805	(2,951,669)	15.9%
FTA Total	11,719,528	733,319	(10,986,209)	6.3%
State Funding Revenue:				
STIP	701,377	21,912	(679,465)	3.1%
Senate Bill 1 (SB1)	2,106,140	212,785	(1,893,355)	10.1%
State Revenue Total	2,807,517	234,697	(2,572,820)	8.4%
Local Funding Revenue:				
TFCA	1,000,000	-	(1,000,000)	0.0%
HOV	520,000	-	(520,000)	0.0%
Pavement Management	1,975,000	115,560	(1,859,440)	5.9%
BAAQMD	351,067	-	(351,067)	0.0%
Miscellaneous	2,158,797	9,167	(2,149,630)	0.4%
Local Total	6,004,864	124,727	(5,880,137)	2.1%
Transfers From Other Funds:				
BATA 1%	8,096,994	8,096,994	-	100.0%
Transfer BATA	4,760,500	900,000	(3,860,500)	18.9%
Additional BATA Transfer	-	6,991,519	6,991,519	0.0%
SAFE	1,751,788	18,181	(1,733,607)	1.0%
2% Transit Transfers	239,000	-	(239,000)	0.0%
Transfers in - STA	7,500,000	-	(7,500,000)	0.0%
Bay Trail 2% Bridge Tolls & 5%	723,421	16,801	(706,620)	2.3%
Membership Dues	530,000	-	(530,000)	0.0%
Transfer from or (to) Reserve/Capital/O.H.	8,908,452	-	(8,908,452)	0.0%
Transfers Total	32,510,155	16,023,495	(16,486,660)	49.3%
Total Operating Revenue	67,773,761	19,096,638	(48,677,123)	28.2%

OPERATING EXPENDITURES
MTC OPERATING BUDGET FOR FY 2019-20
As of July 2019 (8.3 % of year)

	1	2	3	4	5
	FY 2019-20	Actual	Budget Balance	% of Budget	
Operating Expenditures	Adopted Budget	Expense	Over/(Under)	(col 2/1)	Encumbrance
Salaries & Benefits	33,038,439	2,844,978	(30,193,461)	8.6%	336,324
Travel & Training	590,419	22,996	(567,423)	3.9%	76,811
Commission Expense					
Commissioner Expense	150,000	7,831	(142,169)	5.2%	
Advisory Committees	15,000	1,000	(14,000)	6.7%	
Printing & Graphics	137,700	636	(137,064)	0.5%	40,146
Computer Services	3,506,550	588,825	(2,917,725)	16.8%	692,275
General Operations	3,310,988	5,636	(3,305,352)	0.2%	673,312
Total operating	40,749,096	3,471,902	(37,277,194)	8.5%	1,818,868
Contract Services	27,024,663	233,567	(26,791,096)	0.9%	3,157,273
Total Operating Expenditures	67,773,761	3,705,469	(64,068,292)	5.5%	4,976,141

MTC CAPITAL BUDGETS
As of July 2019 (8.3 % of year)

<u>Capital</u>	<u>Total Budget</u>	<u>Actual</u>	<u>Encumbrance</u>	<u>Balance</u>
Transfer from Reserves	\$540,000	\$0	\$0	\$540,000
Expense	\$540,000	\$0	\$30,323	\$509,677

Bay Bridge Forward Project

<u>Operating</u>	<u>Total Budget</u>	<u>Actual</u>	<u>Encumbrance</u>	<u>Balance</u>
STP	38,810,485	2,962,214	-	35,848,271
CMAQ	1,820,000	419,193	-	1,400,807
RM2 Capital	16,236,064	3,929,412	-	12,306,652
SAFE Capital	5,538,987	1,907,283	-	3,631,704
Local - Cities	3,901,346	8,227	-	3,893,119
Revenue	\$66,306,882	\$9,226,329	\$0	\$57,080,553
Expense	\$66,306,882	\$12,985,994	\$20,737,122	\$32,583,766

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	3,106,789	569,561	-	2,537,228
Revenue	\$13,197,993	\$10,457,651	\$0	\$2,740,342
Expense	\$13,197,993	\$10,459,977	\$0	\$2,738,016

LIFE TO DATE FEDERAL GRANT BUDGET

As of July 2019 (8.3 % of year)

Fund Source	Project Description	Grant LTD Balance as of 6/30/2019	New & Amended Grants	Total Grants	Staff Actual	Consultant Actual	Enc.	Remaining Balance
STP GRANTS								
6084-180 1809	FPI	29,391	-	29,391	-	-	-	29,391
6084-186 1812	OBAG Regional PDA	2,125,228	-	2,125,228	-	-	-	2,125,228
6084-198 1818	Pavement Management	3,177,288	-	3,177,288	-	-	-	3,177,288
6084-199 1819	511 Traveler Information	964,772	-	964,772	-	-	-	964,772
6084-201 1820	Freeway Performance Initiative	564,588	-	564,588	-	-	-	564,588
6084-205 1822	Pavement Management	1,025,993	-	1,025,993	-	-	-	1,025,993
6084-206 1826	CMA Planning	42,359,089	-	42,359,089	-	-	-	42,359,089
6084-207 1827	MTC Planning	6,695,747	35,000	6,730,747	-	-	-	6,730,747
6084-213 1833	511 Next Generation	8,306,241	-	8,306,241	-	-	1,033,441	7,272,800
6084-222 1835	Incident Management	3,897,606	-	3,897,606	-	-	-	3,897,606
6084-225 1836	TMC Asset	1,071,911	-	1,071,911	2,789	-	-	1,069,122
6084-228 1838	Freeway Performance -SR 84	114,359	-	114,359	-	-	-	114,359
6084-232 1839	PDA Planning & Implementation	8,007,554	-	8,007,554	-	-	5,019,679	2,987,875
6084-226-1841	Arterial Operations Management	9,293,749	2,000,000	11,293,749	-	-	-	11,293,749
6084-227-1842	Enhance Arterial: CAT1	6,474,482	3,915,000	10,389,482	-	-	-	10,389,482
6084-230 1843	Commuter Parking O&M	2,469,073	-	2,469,073	-	-	-	2,469,073
6084-231 1844	Freeway Performance - I880 Corridor	2,834,286	-	2,834,286	-	-	-	2,834,286
6084-233 1845	Freeway Performance - I 680 Corridor	13,992,875	-	13,992,875	-	-	-	13,992,875
6084-235 1846	Bay Area Forward - TMS	2,488,143	-	2,488,143	-	-	-	2,488,143
6084-241 1847	Shared Mobility	2,497,680	-	2,497,680	3,032	-	300,000	2,194,648
New	Connected Automated Vehicle Projects	-	5,700,000	5,700,000	-	-	-	5,700,000
New	Commute Challenge	-	2,500,000	2,500,000	-	-	-	2,500,000
New	Shared Use Mobility	-	6,000,000	6,000,000	-	-	-	6,000,000
TOTAL		118,390,056	20,150,000	138,540,056	5,821	-	6,353,120	132,181,114
CMAQ GRANTS								
6084-160 1589	Arterial Operations	194,743	-	194,743	-	-	-	194,743
6084-188 1814	Regional Bicycle Program	64,080	-	64,080	-	-	-	64,080
6084-202 1824	Climate Initiatives	595,390	-	595,390	-	-	-	595,390
6084-209 1825	Operate Car Pool Program	5,872,198	-	5,872,198	-	-	2,239,908	3,632,290
6084-211 1828	Commuter Benefits Implementation	990,601	-	990,601	3,677	-	238,530	748,394
6084-210-1829	Incident Management	18,412,548	-	18,412,548	-	-	-	18,412,548
6084-215 1830	Spare the Air Youth Program	1,919,076	-	1,919,076	-	-	-	1,919,076
6084-216 1831	Arterial/Transit Performance/Rideshare	3,499,531	-	3,499,531	-	15,261	-	3,484,270
6084-208 1832	Vanpool Program	1,922,613	-	1,922,613	-	-	-	1,922,613
6084-212 1834	Connected Vehicles/Shared Mobility - TM	2,370,163	-	2,370,163	-	-	-	2,370,163
6084-220 1837	I-880 ICM Central	1,115,752	-	1,115,752	-	-	-	1,115,752
6084-219 1840	Bay Area Forward - BBF West Grand TSP	998,400	-	998,400	-	-	-	998,400
6084-242 1848	Regional Car Sharing	1,200,411	-	1,200,411	-	-	-	1,200,411
6084-243 1849	Targeted Transportation Alternatives	325,000	-	325,000	-	-	-	325,000
New	FPI - I 580	-	5,000,000	5,000,000	-	-	-	5,000,000
New	FPI - SR-37/Other	-	18,000,000	18,000,000	-	-	-	18,000,000
New	I880 Central Segment Project Study	-	8,840,000	8,840,000	-	-	-	8,840,000
New	FPI - US 101	-	3,000,000	3,000,000	-	-	-	3,000,000
New	Climate Initiatives	-	10,875,000	10,875,000	-	-	-	10,875,000
TOTAL		39,480,505	45,715,000	85,195,505	3,677	15,261	2,478,438	82,698,129
FTA GRANTS								
CA57-X023 1623	New Freedom	82,591	-	82,591	-	-	-	82,591
CA37-X133 1627	JARC	77,310	-	77,310	-	-	-	77,310
CA37-X164 1629	JARC	45,757	-	45,757	-	-	-	45,757
CA37-X177 1630	JARC	653,387	-	653,387	-	-	-	653,387
CA57-X109 1632	New Freedom	232,947	-	232,947	-	-	-	232,947
CA34-0024 1633	FTA 5339 - Bus Purchases	503,308	-	503,308	-	-	-	503,308
CA34-0032 1634	FTA 5339 - Bus Purchases	452,441	-	452,441	-	-	-	452,441
64AM18-00758 1636		336,189	-	336,189	-	-	-	336,189
TOTAL		2,383,930	-	2,383,930	-	-	-	2,383,930

LIFE TO DATE FEDERAL GRANT BUDGET

As of July 2019 (8.3 % of year)

Fund Source	Project Description	Grant LTD Balance as of 6/30/2019	New & Amended Grants	Total Grants	Staff Actual	Consultant Actual	Enc.	Remaining Balance
Other Federal and State Grants								
SHA 6084-184 1112	FHWA - SHRP2	74,932	-	74,932	-	-	-	74,932
BF-99T455 1340	Environmental Protection Agency (EPA)	331,445	-	331,445	1,560	-	-	329,886
CA000007-01 1342	Environmental Protection Agency (EPA)	545,039	-	545,039	1,560	-	-	543,480
EMF2016 1372	Federal Emergency Management Agency	11,679	-	11,679	3,076	-	-	8,603
CARB 2404	California Air Resources Board	1,906,439	-	1,906,439	-	-	-	1,906,439
14 -003 2800	Coastal Conservancy	363,387	-	363,387	-	-	-	363,387
10-092 2801	Coastal Conservancy	267,809	-	267,809	-	-	-	267,809
18-19 D04-056 2607	LCTOP - Cap & Trade	4,800,000	-	4,800,000	-	-	-	4,800,000
New	SSARP Planning Grant	-	500,000	500,000	-	-	-	500,000
New	State Coastal Conservancy Prop 68	-	3,000,000	3,000,000	-	-	-	3,000,000
New	State Coastal Conservancy Prop 69	-	2,000,000	2,000,000	-	-	-	2,000,000
New	Federal Emergency Management Agency	-	300,000	300,000	-	-	-	300,000
New	USGS National Grant	-	75,000	75,000	-	-	-	75,000
TOTAL		8,300,731	5,875,000	14,175,731	6,195	-	-	14,169,536
Total Federal Grants Budget		168,555,222	71,740,000	240,295,222	15,693	15,261	8,831,558	231,432,710

CLIPPER OPERATING BUDGET
As of July 2019 (8.3 % of year)

Clipper Operating	Total FY 2018-19 Budget	Actual	Encumbrance	Balance
RM2	3,000,000	-	-	3,000,000
STA	9,645,579	-	-	9,645,579
Clipper Escheatment	2,960,359	-	-	2,960,359
Transit Operators	22,057,500	56,623	-	22,000,877
Revenue	\$37,663,438	\$56,623	\$0	\$37,606,815
Expense	\$37,663,438	\$56,607	\$33,902,124	\$3,704,707

CLIPPER I - CAPITAL BUDGET (Life to Date)
As of July 2019 (8.3 % of year)

Clipper I - Capital	LTD Budget Thru FY 2018-19	Actual	Encumbrance	Project Balance L-T-D
CMAQ	66,669,515	66,903,705	-	(234,190)
Card Sales	17,951,267	14,906,020	-	3,045,247
Cap and Trade (LCTOP)	7,777,971	7,316,352	-	461,619
ARRA	11,167,891	11,167,891	-	-
FTA	14,072,565	23,327,416	-	(9,254,851)
STP	31,790,753	34,004,757	-	(2,214,004)
STA	21,946,540	21,675,912	-	270,628
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	23,725,816	-	3,138,997
Transit Operators	10,279,437	1,932,347	-	8,347,090
WETA	603,707	618,862	-	-
Sales Tax	890,216	890,216	-	-
Revenue	\$230,409,357	\$221,445,879	\$0	\$8,963,478
Expense	\$230,409,357	\$210,934,290	\$8,460,674	\$11,014,393

CLIPPER II - CAPITAL BUDGET (Life to Date)
As of July 2019 (8.3 % of year)

Clipper II - Capital	LTD Budget Thru FY 2018-19	Actual	Encumbrance	Project Balance L-T-D
STP	10,316,887	6,985,989	-	3,330,898
FTA	133,903,689	5,176,332	-	128,727,357
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	500,000	-	3,500,000
Golden Gate pass Through	5,000,000	-	-	5,000,000
BATA	260,000	259,802	-	198
STA	2,410,841	2,766,601	-	(355,760)
Revenue	\$219,003,300	\$15,688,725	\$16,217,942	\$203,314,575
Expense	\$219,003,300	\$15,239,011	\$16,217,942	\$187,546,347

DISBURSEMENT REPORT (Non- Federal Funded)
As of July 2019 (8.3 % of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Support to the Commission				
Consultants	200,000			
1051111 - Subtotal	200,000	-	-	200,000
Implement Public Information Program	1,932,000			
Consultants		194		
Craft & Commerce, LLP		1,200		
League f Women Voters			25,000	
1051112 - Subtotal	1,932,000	1,394	25,000	1,905,606
Regional Transportation Plan	1,070,000			
Consultants			50,000	
1051121 - Subtotal	1,070,000	-	50,000	1,020,000
Analyze Regional Data using GIS & Travel Models	1,537,000			
Corey, Canapary & Galanis			250,000	
1051122 - Subtotal	1,537,000	-	250,000	1,287,000
Active Transportation Planning	600,000			
1051125- Subtotal	600,000	-	-	600,000
Regional Trails	90,000			
1051127 - Subtotal	90,000	-	-	90,000
Regional Research and Economic	100,000			
Bay Area Council Economics Ins.				
Consultants				
1051129 - Subtotal	100,000	-	-	100,000
Advocate Legislative Programs	475,000			
Carter, Welch & Associates		6,318		
1051132- Subtotal	475,000	6,318	-	468,682
Agency Financial Management	588,166			
PWC		128,412	144,970	
1011152 - Subtotal	588,166	128,412	144,970	314,784

DISBURSEMENT REPORT (Non- Federal Funded)
As of July 2019 (8.3 % of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Administrative Services	700,000			
1011153 - Subtotal	700,000	-	-	700,000
Information Technology Services	1,920,000			
1011161 - Subtotal	1,920,000	-	-	1,920,000
Performance Measurement and Monitoring	250,000			
1051212 - Subtotal	250,000	-	-	250,000
Regional Rideshare Program	1,000,000			
Parsons Brinkerhoff			84,341	
1051222 - Subtotal	1,000,000	-	84,341	915,659
Support Regional Operations Program	546,000			
1051223 - Subtotal	546,000	-	-	546,000
Implement Regional Traveler Information Services	460,000			
Consultants			155,400	
1051224 - Subtotal	460,000	-	155,400	304,600
Pavement Management Program (PMP)	2,782,297			
1051233 - Subtotal	2,782,297	-	-	2,782,297
Arterial Operations	1,300,000			
Kimly-Horn		4,270		
1051234 - Subtotal	1,300,000	4,270	-	1,295,730

DISBURSEMENT REPORT (Non- Federal Funded)
As of July 2019 (8.3 % of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Incident Management	350,000			
City of Fremont			50,000	
1051235 - Subtotal	350,000	-	50,000	300,000
Technologically -Based Operations & Mobility	2,000,000			
1051238 - Subtotal	2,000,000	-	-	2,000,000
Lifeline Transportation Program	20,000			
1051310 - Subtotal	20,000	-	-	20,000
Implement Lifeline Transportation Programs	6,000,000			
Carhsoft Technology Corporation		93,173		
Consultants			3,497	
Cubic Transportation Systems			1,146,606	
Vertiba,LLC			795,109	
1051311 - Subtotal	6,000,000	93,173	1,945,212	3,961,615
Climate Assessment Initiative	285,000			
Consultants				
1051413 - Subtotal	285,000	-	-	285,000
Regional Assistance Program	274,000			
Pieriott & Associates, LLC				
1051514 - Subtotal	274,000	-	-	274,000
State Programing, Monitoring and TIP Development	187,200			
Consultants				
1051515 - Subtotal	187,200	-	-	187,200
Transit Sustainability Project	1,184,000			
1051517 - Subtotal	1,184,000	-	-	1,184,000
Transportation for Livable Communities Program	475,000			
Placeworks			2,550	
1051611 - Subtotal	475,000	-	2,550	472,450

DISBURSEMENT REPORT (Non- Federal Funded)
As of July 2019 (8.3 % of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Climate Adaptation Consulting (BARC)	161,000			
Consultants			15,000	
1051612- Subtotal	161,000	-	15,000	146,000
Legal	538,000			
Glen & Finley LLP			30,346	
Hanson Bridgett			53,463	
Meyers Nave			32,883	
BEST BEST & Kreiger LLP			32,792	
Rene Public Law Group			265,317	
Farella Braun And Martel LLP			20,000	
1060000 - Subtotal	538,000	-	434,800	103,200
Total Operating Contract Services	27,024,663	233,567	3,157,273	23,633,823
Bay Area Forward - Capital				
11051237 - Subtotal	17,177,151	-	80,000	17,097,151
Total Non-Federal Grant Funded	44,201,814	233,567	3,237,273	40,730,974

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of July 2019 (8.3 % of year)

Work Element/Consultant	Expended	Encumbered
Analyze Regional Data using GIS & Travel Models		
Parsons Brinkerhoff		2,478,438
1051222 - Subtotal	-	2,478,438
Regional Traffic Information Services		
Iteris, Inc.		1,033,441
1051224 - Subtotal	-	1,033,441
Arterial Operations Coordination		
Kimely-Horn	15,261	
1051234 - Subtotal	15,261	-
Transportation for Livable Communities		
Placeworks		19,679
City and County of San Francisco		5,000,000
1051611 - Subtotal	0	5,019,679
Total Federal Grant Funded	15,261	8,531,558
Bay Area Forward - Capital		
11051237 - Subtotal	-	300,000
Total Federal Grant Funded	15,261	8,831,558

CAPITAL PROJECTS DISBURSEMENT REPORT
As of July 2019 (8.3 % of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Capital Expenditures	540,000		30,323	
Subtotal	540,000	-	30,323	509,677
Bay Bridge Forward	66,306,882			
AC TRANSIT			900,000	
Bay Cities Paving and Grading			50,000	
California Engng. Contractors		2,128,950	24,154	
California Highway Patrol		120,311	686,231	
CONSULTANTS (PO)		622,916	63,605	
CONTRA COSTA TRANSP AUTHORITY		3,584	13,986,416	
CDM Smith Inc.			45,637	
Desautls Consulting LLC			171,338	
CALTRANS			214,569	
FEHR & PEERS ASSOCIATES		31,204	53	
FORT Effect Corp.			310,000	
HDR Engineering, Inc.		654,069	199,970	
Iteris Inc.			14,729	
Kittelson & Associates			168,653	
Kimley Horn Associates		125,878		
KIMLEY-HORN		767,560	142,888	
MTC STAFF COSTS		1,997,855		
O.C. Jones & Sons, Inc.		4,665,138	2,280,781	
Parsons Transportation Group		226,998	798	
Placeworks		5,000	45,711	
San Mateo County Transit Dist		22,610	27,390	
SWIRL			300,000	
Transp Mobility Solutions		33,416	41,961	
UC REGENTS		543,773	96,244	
URS Corporation			323,308	
Wilson Sparling and Associates			30,000	
WSP USA Inc.		741,949	72,240	
WSP, USA INC.		294,783	540,446	
	66,306,882	12,985,994	20,737,122	32,583,766
Hub Signage Program	13,197,993			
Staff Costs		1,474,838		
Consultants		1,449,765		
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	13,197,993	10,459,977	-	2,738,016

CLIPPER PROJECTS DISBURSEMENT REPORT
As of July 2019 (8.3 % of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Clipper Operating	37,663,438			
AC Transit			244,800	
CONSULTANTS (PO)		2,925	1,879,762	
Cubic Transportation Systems			30,213,500	
MTC STAFF COSTS		53,682	1,191,994	
Nematode Holdings			272,068	
Resource Development Assoc.			100,000	
320122116 Clipper Operating Expenses	\$37,663,438	\$56,607	\$33,902,124	\$3,704,707

Clipper I - Capital

230,409,357

Staff costs	13,115,711		
Auriga Corporation	12,293		
A T & T	90,557		
AC TRANSIT	397,683		
Acumen Building Enterprise	302,151		
Auriga Corporation	373,734		
BART	3,704,732		
Booz Allen Hamilton	22,427,060		
Caporicci & Larson	11,530		
Consultants	5,925,416	186,972	
Cornerstone Transp. Consulting	110,119		
CH2M Hill		1,312,551	
Cubic Transportation Systems	94,576,630	6,960,151	
D-S-P	10,000		
Elmwood Consulting	11,603		
Fleishman-Hillard Inc.	175,760		
Glynn & Finley, LLP	199,990		
Golden Gate BHTD	110,407		
Hanson Bridgett Marcus Vlahos	5,000		
Hothouse Interactive	13,104		
Intl. Programming & Systems	29,491		
Invoke Technologies	156,962		
Karen Antion Consulting	290,397		
Kennison Metal Fabrication	225,361		
Kimley-Horn and Associates	1,077,224	1,000	
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		

CLIPPER PROJECTS DISBURSEMENT REPORT

As of July 2019 (8.3 % of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
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		
VenTek Transit, Inc.		842,352		
Water Emergency Transportation Authority		127,867		
RM2 Capital construction		16,440,738		
310 Clipper Capital I - Total Expenses	\$230,409,357	\$210,934,290	\$8,460,674	\$11,014,393

Clipper II- Capital **219,003,300**

CH2M Hill		505,489	539,511	
CONSULTANTS (PO)		317,637	14,002	
CUBIC		4,254,595	14,062,678	
IBI GROUP		3,571,045	1,419,093	
Invoke Technologies		343,890	46,574	
KPMG CONSULTING		245,435	50	
MTC STAFF COSTS		5,386,954		
Thompson Coburn LLP		613,965	136,034	
312 Clipper II - Total Expenses	\$219,003,300	\$15,239,011	\$16,217,942	\$187,546,347

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

		July, 2019
Cornerstone On Demand		\$27,519
	<i>Hosted Services</i>	
Zoho Corporation		\$3,345
	<i>Software License Renewal</i>	
Dynamic Systems Inc.		\$19,054
	<i>Software License Renewal</i>	
Zoho Corporation		\$14,576
	<i>Software License Renewal</i>	
Emergent LLC		\$21,126
	<i>Software License Renewal</i>	
Carshoft Technology		\$9,912
	<i>Software License Renewal</i>	
Taborda Solutions Inc.		\$19,900
	<i>Software License Renewal</i>	
Bank of America		\$3,000
	<i>Catering - Executive Office</i>	
Bank of America		\$15,000
	<i>Catering - Administrative and Facilities Meetings</i>	
Taborda Solutions Inc.		\$7,820
	<i>Software License Renewal</i>	
Agility Recovery Solutions		\$2,892
	<i>Computer Maintenance/Services</i>	
Bank of America		\$3,000
	<i>Catering - Regional and Advisory Board Meetings</i>	
Agreeya Solutions Inc.,		\$187,200
	<i>Temporary Staff</i>	
Bonfire Interactive		\$17,640
	<i>Software License Renewal</i>	
Staples Inc.		\$50,000
	<i>Ergonomics Supplies</i>	
Staples Inc.		\$85,000
	<i>Blanket Purchase Order for MTC Supplies</i>	
Federal Express		\$5,000
	<i>Malign and Postage</i>	
Bank of America		\$8,000
	<i>Catering for Commission Meetings</i>	
Alameda County Conference		\$2,500
	<i>Meeting Room Rentals</i>	
Bay Area Air Quality		\$30,000
	<i>Auto Expenses</i>	
United Parcel Service		\$15,000
	<i>Mailing and Postage</i>	
Bank of America		\$5,000
	<i>1 800 got Junk</i>	
Bank of America		\$3,000
	<i>Catering - Design and Project Delivery Meetings</i>	

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

		July, 2019
Info Tech Research		\$11,486
	<i>Software License Renewal</i>	
Zoho Corporation		\$3,921
	<i>Software License Renewal</i>	
Bank of America		\$5,000
	<i>Clipper Card Replenishments</i>	
Bank of America		\$3,000
	<i>Website Domain Registration</i>	
West Payment		\$17,000
	<i>Software License Renewal</i>	
ESRI Inc.		\$72,960
	<i>Software License Renewal</i>	
Continuing Education		\$4,000
	<i>Law Library</i>	
Mathew Bender and Company		\$6,000
	<i>Law Library</i>	
Bank of America		\$3,000
	<i>FastTrack</i>	
Bank of America		\$3,000
	<i>Supplies from Amazon</i>	
Bank of America		\$3,000
	<i>Auto Expenses</i>	
Performance Based		\$24,996
	<i>Ergonomic Evaluation Consultant</i>	
ICX Transportation		\$100,000
	<i>Computer Maintenance/Services</i>	
Bank of America		\$3,000
	<i>Office Supplies</i>	
Ajilon Accounting		\$57,845
	<i>Temporary Assistance</i>	
Copymat		\$3,238
	<i>Printing and Reproduction</i>	
Bank of America		\$6,000
	<i>Catering</i>	
Computer Sciences		\$5,000
	<i>Group Training</i>	
Iron Mountain Record		\$12,000
	<i>Storage Rental</i>	
Bank of America		\$4,000
	<i>Catering - BARC Meetings</i>	
West Payment		\$20,500
	<i>Law Library</i>	
East Bay Bicycle Coalition		\$5,000
	<i>Sponsorship</i>	
Bank of America		\$5,000
	<i>Sponsorship</i>	
Zaproved		\$24,339
	<i>Software License Renewal</i>	

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

		July, 2019
Bank of America		\$5,000
	<i>Catering - Executive Office Meetings</i>	
Cushman & Wakefield		50,000
	<i>General Maintenance</i>	
Nelson Staffing		53,040
	<i>Temporary Support</i>	
PCM-G		10,000
	<i>Computer Supplies</i>	
American Management		37,350
	<i>Group Training</i>	
Bank of America		4,000
	<i>Catering - Administration & Facilities</i>	
Bank of America		3,000
	<i>Advertising and Public Awareness</i>	
Sierra Market LLC		4,000
	<i>Catering - BARC Meetings</i>	
CDW Government Inc.		100,000
	<i>Computer Supplies</i>	
Bay Nature Institute		5,000
	<i>Advertising and Public Awareness</i>	
Bank of America		3,000
	<i>Office Supplies</i>	
Bank of America		3,000
	<i>Oil Change and Maintenance - Executive Vehicles</i>	
CALCOG		30,200
	<i>Membership Dues - ABAG</i>	
Superion LLC		100,000
	<i>Computer Supplies</i>	
Taborda Solutions Inc.		2,737
	<i>Software License Renewal</i>	
SuitBriar Inc.		2,728
	<i>Software License Renewal</i>	
Canon Solutions America		54,000
	<i>Copier Maintenance/usage</i>	
Bank of America		5,000
	<i>Catering - Programming & Allocation Meetings</i>	
CALCOG		26,000
	<i>Membership Dues</i>	
Bank of America		2,500
	<i>Supplies from Amazon</i>	
Bay Crossing		7,000
	<i>Advertising/Public Awareness</i>	
Bank of America		6,750
	<i>Catering - Legislation & Public Affairs Meetings</i>	
Coast Litho		3,000
	<i>Printing & Reproduction</i>	
Amazon		3,000
	<i>Software License Renewal</i>	
Amazon		25,000
	<i>Computer Supplies</i>	

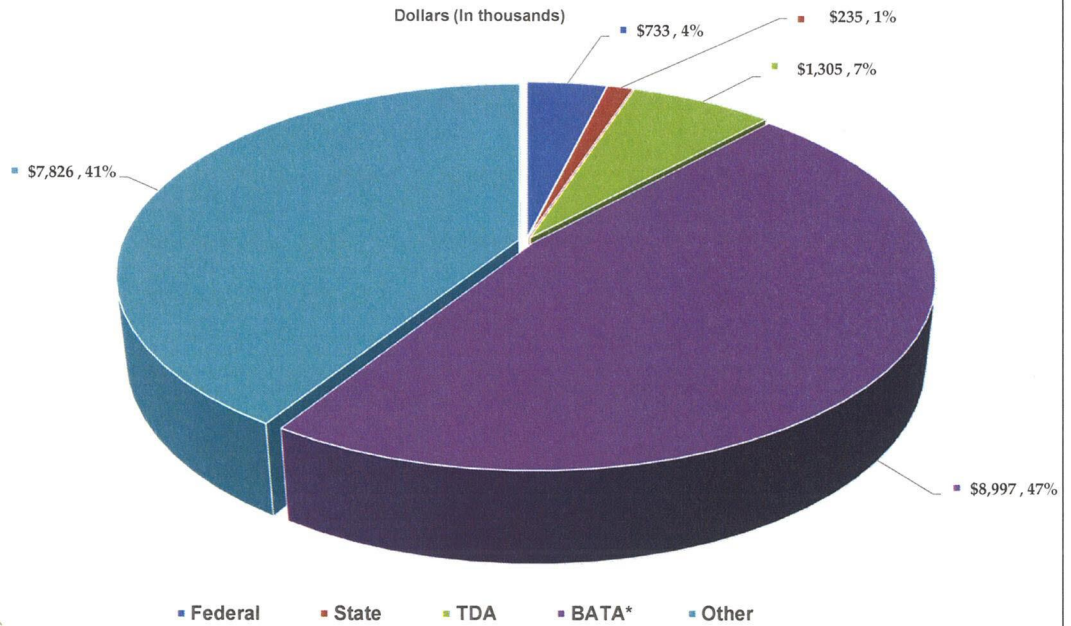
PURCHASE ORDERS EXECUTED BY EXECUTIVE DIRECTOR
\$2,500-\$200,000

	July, 2019
Dakota Press	3,000
<i>Printing & Reproduction</i>	
Bank of America	12,000
<i>Catering - Planning Meetings</i>	
ABM Industry Group	3,000
<i>Auto Expenses</i>	
Bank of America	3,000
<i>Open Blanket for Computer Hardware</i>	
Bank of America	3,000
<i>Open Blanket for Computer Hardware</i>	
Caroline Hall	16,000
<i>Group Training</i>	
Carshoft Technology	191,239
<i>Software License Renewal</i>	
Bank of America	7,000
<i>Software License Renewal</i>	
AT&T	5,000
<i>Communications</i>	
Lohnes & Wright	15,000
<i>Printing and Reproduction</i>	
PG&E	9,000
<i>Electricity</i>	

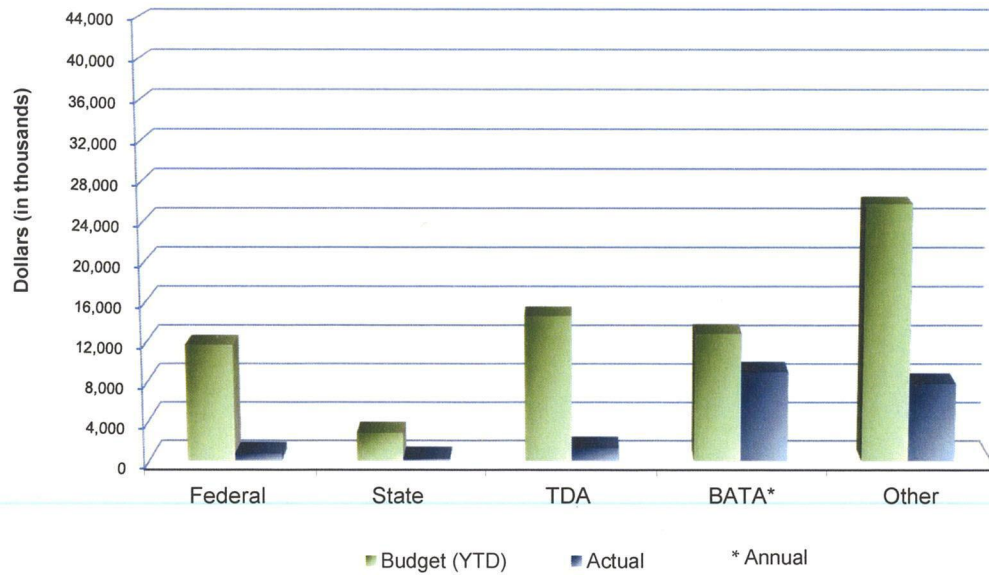
CONTRACTS EXECUTED BY EXECUTIVE DIRECTOR
\$2,500-200,000

Consultant	Purpose	July, 2019
Resource Development Associates Inc.	Clipper Assistance Consultants	\$100,000
League of Women Voters	Monitor Project FY 2019-20	\$75,000
The Nature Conservancy	2210 Bay Area RAMP Consultants	\$50,000
Keenan & Associates	Benefit Bridge Enrollment Consultant	\$30,333

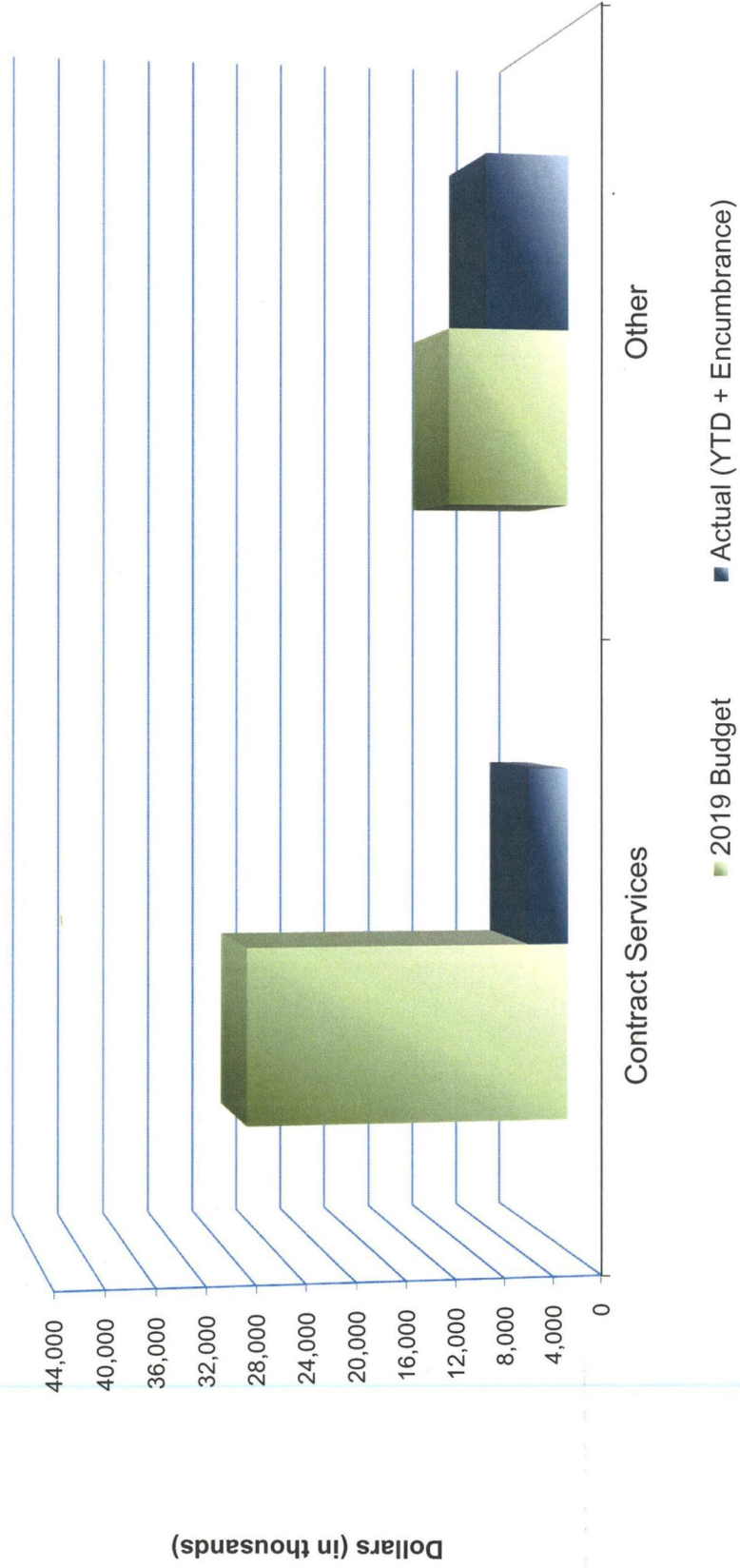
Year-To-Date Revenue By Major Category July 2019



Revenue Comparison Budget Vs Actual July 2019



Expenditure Comparison Budget Vs Actual Plus Encumbrances July 2019





Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 19-1071 **Version:** 1 **Name:**
Type: Report **Status:** Informational
File created: 9/6/2019 **In control:** Administration Committee
On agenda: 10/9/2019 **Final action:**
Title: Monthly Travel Report
Sponsors:
Indexes:
Code sections:
Attachments: [2d Monthly Travel Report July'2019.pdf](#)

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

Presenter:
Sonia Elsonbaty

Recommended Action:
Information

**Metropolitan Transportation Commission
Administration Committee**

October 9, 2019

Agenda Item 2d

Monthly Travel Report

Subject: Monthly Travel Report for the one-month period ending July 31, 2019.

Background: 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 MTC funded 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 (Unaudited):

As outlined in Attachment A, actual travel expenses for all combined MTC travel funds are below budget at 2% as of July 2019 with 8% of the budget year elapsed.

Issues: None.

Attachments: Attachment A – Travel Report for FY 2019-20 (as of July 31, 2019)


Therese W. McMillan

TRAVEL REPORT FOR FY 2019-20
As of July, 2019 (8% of year)

FUND	Budget	YTD Actual	% of Budget
MTC	\$461,819	\$11,464	2%
BATA	\$198,200	\$1,312	1%
SAFE	\$12,000	\$1,895	16%
Clipper	\$42,508	\$0	0%
Total	\$714,527	\$14,671	2%



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 19-1017 **Version:** 1 **Name:**

Type: Contract **Status:** Committee Approval

File created: 8/29/2019 **In control:** Administration Committee

On agenda: 10/9/2019 **Final action:**

Title: Contract Amendment - Digital Engagement Support Services: Craft and Commerce, LLP (\$100,000)

Sponsors:

Indexes:

Code sections:

Attachments: [2e_Craft_Commerce_Contract_Amendment.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Contract Amendment - Digital Engagement Support Services: Craft and Commerce, LLP (\$100,000)

Presenter:
Khristina Wenzinger

Recommended Action:
Committee Approval

Metropolitan Transportation Commission Administration Committee

October 9, 2019

Agenda Item 2e

Contract Amendment – Digital Engagement Support Services: Craft & Commerce, LLP (\$100,000)

Subject: This item requests Committee approval to enter into a contract amendment in an amount not to exceed \$100,000 with Craft & Commerce, LLP (Craft & Commerce) to offer ongoing digital engagement support services.

Background: In November 2017, MTC issued a Request for Qualifications (RFQ) for Public Engagement, Digital Engagement and Market Research Support. The RFQ contained three service categories in which firms were invited to submit qualifications: 1) Public Engagement; 2) Digital Engagement and Promotion; and 3) Market Research. In February 2018, this Committee approved eight firms for placement on an on-call bench for a period ending June 30, 2021. The bench included Craft & Commerce, which qualified for the bench for the second category (Digital Engagement and Promotion) to provide ongoing, as-needed digital communications and engagement support based on its strong expertise in digital engagement planning, audience development and digital content innovation.

In September 2018, MTC directly selected Craft & Commerce from the bench and entered into a contract with Craft & Commerce in connection with a new concerted effort to inform the public about Bay Area policy issues and MTC's role in the region via social media and other digital communication platforms. Digital communications and engagement are key to reaching residents of the Bay Area's diverse communities, as so many rely on social media and mobile communications as their primary means of gathering information and interacting with one another. In order to create a fully robust and effective social media presence, MTC engaged Craft & Commerce to help assess and improve social media channels. Craft & Commerce has been the lead consultant on the project for the last year, assisting staff with identifying MTC's target audiences and their interests as well as developing content strategies for the various social channels. Craft & Commerce has worked on projects ranging from public information about Proposition 6 on the Nov. 2018 ballot and a toll increase awareness campaign to promoting the Horizon youth art contest.

Over the coming year, staff proposes to work with Craft & Commerce's team to introduce Plan Bay Area 2050 to youth and underserved communities in the Bay Area and to encourage them to participate in the process, whether by attending a public event or engaging online via the digital tool. With Craft & Commerce's assistance, staff also plans to conduct a qualitative and quantitative study to better understand which

issues are most important to Bay Area women so that we can learn how to serve them better through our communications, as those who engage with current social media messaging are disproportionately male.

Craft & Commerce is neither a small business nor a disadvantaged business enterprise and has no subcontractors.

The proposed contract amendment would fund the ongoing digital engagement support for MTC. The proposed amendment would add \$100,000 to the current contract with Craft & Commerce, bringing the total to \$300,000.

Issues: None

Recommendation: Staff recommends that the Committee authorize the Executive Director or designee to negotiate and enter into a contract amendment with Craft & Commerce in an amount not to exceed \$100,000 to fund ongoing digital engagement support services for MTC.

Attachments: Request for Committee Approval – Summary of Proposed Contract Amendment



Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

Work Item No.:	1112, 1121
Consultant:	Craft & Commerce, LLP New York, NY
Work Project Title:	Digital Engagement Support Services
Purpose of Project:	To continue providing ongoing, as-needed digital communications and engagement support
Brief Scope of Work:	Content creation, social strategy, audience research, data analysis
Project Cost Not to Exceed:	This amendment: \$100,000 Current contract amount before this amendment: \$200,000 Maximum contract amount after the amendment: \$300,000
Funding Source:	General Funds
Fiscal Impact:	\$100,000 is included in the FY 2019-20 Agency Budget
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with Craft & Commerce, LLP for ongoing, as-needed digital communications and engagement support described above and in the Administration Committee Summary Sheet dated October 9, 2019, and the Chief Financial Officer is authorized to set aside \$100,000 for such amendment.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	Date: October 9, 2019



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 19-1015 **Version:** 1 **Name:**
Type: Contract **Status:** Committee Approval
File created: 8/29/2019 **In control:** Administration Committee
On agenda: 10/9/2019 **Final action:**
Title: Consultant Bench: Printing and Photography Services
Sponsors:
Indexes:
Code sections:
Attachments: [2f_Consultant_Bench_Printing&Photography.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Consultant Bench: Printing and Photography Services

Presenter:
Ursula Vogler

Recommended Action:
Committee Approval

Metropolitan Transportation Commission Administration Committee

October 9, 2019

Agenda Item 2f

Consultant Bench: Printing and Photography Services

Subject: Staff requests approval of a pre-qualified bench of consultants to provide support in the following service areas: Category A) Printing; Category B) Specialty Fabrication and Printing; Category C) Photography; and Category D) Social Media and Marketing Photography. This bench will be utilized for a 36-month period ending September 30, 2022 for a variety of agency projects and programs. Attachment A to the Request for Committee Approval lists the firms recommended for each service category.

Background: In June of 2019, MTC issued a Request for Qualifications (RFQ) to establish an on-call bench of prequalified consultants to provide technical assistance in four service areas listed above.

In response to the RFQ, MTC received Statements of Qualifications (SOQs) from 15 consulting firms. All firms were found to have met the minimum qualifications for at least one area specified in the RFQ. An evaluation panel consisting of MTC staff evaluated the SOQs based on each firm's qualifications, quality and creativity of submitted samples, and competitiveness of rates and other costs. Based on the evaluations, staff recommends that the firms listed in Attachment A be approved as pre-qualified consultants for the indicated Service Categories. The firms recommended by the evaluation panel had evaluation scores of 70 percent or higher for providing services in the following service categories: a) printing; b) specialty fabrication and printing; c) photography; and d) social media and marketing photography. This represents all firms that submitted proposals.

Award of a contract with one of the pre-qualified consultants may be made by direct selection or via a mini-procurement, pursuant to MTC's procurement procedures. Attachment B includes a summary of the small business and disadvantaged business enterprise status of the recommended firms.

Issues: None

Recommendation: Staff recommends that this Committee approve the pre-qualified consultant bench identified in Attachment A, to provide On-Call Printing and Photography Services in the following service categories: a) printing; b) specialty fabrication and printing; c) photography; and d) social media and marketing photography. This bench will be utilized for a three-year

period ending September 30, 2022, with an option to extend for an additional three years.

Attachments:

- Attachment A: On-Call Printing and Photography Services Consultant Selections – List of Selected Firms by Category
- Attachment B: DBE and SBE Status
- Request for Committee Approval – Summary of Proposed Consultant Bench



Therese W. McMillan

ATTACHMENT A
On-Call Printing and Photography Services Consultant Selections
List of Selected Firms by Category

SELECTED FIRM	A: Printing	B: Specialty Fabrication & Printing	C: Photography	D: Social Media & Marketing Photography
Admail-Express, Inc.	X	X		
Another Dancing Bear Productions	X	X		
ARC Document Solutions, LLC	X	X		
Barrie Rokeach Aerial/Terrestrial Photography			X	X
Bay Print Solutions	X	X		
BP Promo	X	X		
Camden Hicks Architecture		X		
Coast Litho	X			
Dakota Press, INC.	X	X		
Direct Images Interactive, Inc.			X	X
Filterless LLC			X	X
J T Litho	X			
Karl Nielsen Photography			X	X
Mail Stream Inc.	X			
Noah Berger Photography			X	X
Number of Firms Selected	9	7	5	5

ATTACHMENT B
Disadvantaged Business Enterprise and Small Business Enterprise Status

Firm Name	DBE* Firm			SBE** Firm		
	Yes	If Yes, List #	No	Yes	If Yes, List #	No
Admail-Express, Inc.			X	X	23352	
Another Dancing Bear Productions			X			X
ARC Document Solutions, LLC			X			X
Barrie Rokeach Aerial/Terrestrial Photography			X			X
Bay Print Solutions			X			X
BP Promo			X			X
Camden Hicks Architecture			X			X
Coast Litho			X			X
Dakota Press, INC.			X			X
Direct Images Interactive, Inc.			X			X
Filterless LLC			X			X
J T Litho			X			X
Karl Nielsen Photography			X			X
Mail Stream Inc.			X			X
Noah Berger Photography			X			X

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

**Denotes certification by the State of California.

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Bench

Work Item No.: 1112

Contractors: See Attachment A to the Administration Committee Summary Sheet dated October 9, 2019

Work Project Title: On-Call Printing and Photography Services (Printing, Specialty Fabrication and Printing, Photography and Social Media and Marketing Photography)

Purpose of Project: To provide printing and photography services.

Brief Scope of Work: Provide services in the following service categories: a) printing; b) specialty fabrication and printing; c) photography; and d) social media and marketing photography.

Project Cost Not to Exceed: Individual contracts to be determined; the estimated total budget for the contracts has not been determined at this time.

Funding Source: TDA, other sources to be determined.

Fiscal Impact: No immediate fiscal impact until contracts are awarded.

Motion by Committee: That the consultants listed in Attachment A to the Administration Committee Summary Sheet dated October 9, 2019 be pre-qualified to enter into contracts with MTC to provide on-call printing and photography services on an as-needed basis through September 30, 2022, as described above and in the Administration Committee Summary Sheet dated October 9, 2019, subject to applicable contract approval procedures and necessary budget approvals, with an option on the part of MTC to extend the bench for up to three years through September 30, 2025.

Administration Committee:

Federal Glover, Chair

Approved: Date: October 9, 2019



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #:	19-1027	Version:	1	Name:	
Type:	Report	Status:		Commission Approval	
File created:	8/30/2019	In control:		Administration Committee	
On agenda:	10/9/2019	Final action:			
Title:	MTC Resolution No. 4358, Revised - ABAG Operational Advance for Liquidity and Cash Flow				
	A request for authorization of an extension of the \$10 million ABAG Operational Advance for Liquidity and Cash Flow through December 2021.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	3a_Reso-4358_ABAG_Operational_Advance_Liquidity-CashFlow.pdf				

Date	Ver.	Action By	Action	Result
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Subject:

MTC Resolution No. 4358, Revised - ABAG Operational Advance for Liquidity and Cash Flow

A request for authorization of an extension of the \$10 million ABAG Operational Advance for Liquidity and Cash Flow through December 2021.

Presenter:

Brian Mayhew

Recommended Action:

Commission Approval

Metropolitan Transportation Commission Administration Committee

October 9, 2019

Agenda Item 3a

MTC Resolution No. 4358, Revised – ABAG Operational Advance for Liquidity and Cash Flow

Subject: This item requests that the Committee authorize the referral of MTC Resolution No. 4358, Revised to the Commission for approval to extend the \$10 million ABAG Operational Advance for Liquidity and Cash Flow through December 2021 and allow up to \$2 million for longer term loans to Association of Bay Area Governments (ABAG) programs.

Background: Under the Contract for Services between ABAG and MTC, MTC provides administrative and financial services to ABAG. One unintended consequence of this structure was to create a mismatch between contract payments for grant-funded projects and reimbursement from the granting agencies. To remedy this cash flow mismatch and the subsequent account deficits, MTC Resolution No. 4358 authorized a \$10 million operational advance to be used to cover the contract payment and reimbursement period gap.

Since approval of the operational advance in December 2018 we have eliminated cash deficits in all of the ABAG operating and special revenue funds. Moreover, advances in accounts payable and billing have significantly reduced the timing between contract payment and reimbursement.

Staff recommends continuation of this operational advance at the same \$10 million funding level with two changes. The recommended changes are:

- Extend the period of the operational advance for two years, to expire in December 2021; and
- Allow up to \$2 million of the funding to be utilized for longer term program loans.

The multi-year structure will allow simple advances to carry over a single fiscal year. Further, the operational advance program has proven relatively easy to administer and given the fully secured nature of the advances, there is no need for more frequent review.

The second change recognizes that some ABAG programs need longer-term assistance. ABAG BayREN, for example, is developing a water-saving residential retrofit program to facilitate the installation of water saving devices into residential homes with the cost recovered through the

water utility billing process. The water utility would guarantee repayment of the retrofit costs, regardless of actual customer payment.

ABAG has grants to institute the program but not the cost of the improvements. The recommended revisions to MTC Resolution No. 4358, Revised would allow for up to \$2 million of the \$10 million advance to be used for longer term ABAG loans so long as the principal is fully protected in the same manner as the grant advances.

Issues: No Issues Identified

Recommendation: Staff recommends that the Committee refer MTC Resolution No. 4358, Revised to the Commission for approval to authorize extension of the ABAG operational advance program through December 2021 and to authorize up to \$2 million to be made available for longer term fully secured ABAG program loans.

Attachments: MTC Resolution No. 4358, Revised



Therese W. McMillan

Date: November 28, 2018
W.I.: 1152
Referred by: Administration
Revised: 10/23/19-C

ABSTRACT

Resolution No. 4358, Revised

This resolution approves the terms and conditions to provide the Association of Bay Area Governments (ABAG) with an operational advance to meet liquidity and cash flow requirements.

This resolution was revised on October 23, 2019 to extend the ABAG Advance program to December 2021 and to authorize up to \$2 million to be used for multi-year loans.

Date: November 28, 2018
W.I.: 1152
Referred by: Administration

RE: ABAG Operational Advance

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4358

WHEREAS, MTC and ABAG extended a Contract for Services effective on May 30, 2017; and

WHEREAS, under the Contract for Services responsibility for ABAG financial services was transferred to MTC effective July 1, 2017; and

WHEREAS, in the process of administering ABAG finances, MTC determined that the volume of grants and contracts payable frequently exceeds the available cash to make timely payments; and

WHEREAS, the delay in processing ABAG payments potentially creates problems in project delivery and delays in reimbursement; and

WHEREAS, MTC proposes to resolve these issues through an advance of funds to be repaid by future grant reimbursements; now, therefore, be it

RESOLVED that MTC agrees to make an operational advance to ABAG not to exceed \$10 million; and be it further

RESOLVED the Executive Director or Chief Financial Officer is directed to set aside \$10 million from any available MTC undesignated reserve; and be it further

RESOLVED that ABAG will be allowed to draw on the advance to meet cash flow needs; and be it further

RESOLVED that MTC authorizes up to \$2 million of the operational advance for longer term project loans; and be it further

RESOLVED that repayment of all advances be secured by grant or other revenue reimbursement; and be it further

RESOLVED that ABAG will be charged the equivalent of 1.00% on any drawn amounts with no charge to be accrued on undrawn amounts; and be it further

RESOLVED that this advance shall be available until December 31, 2021, unless reauthorized in advance by MTC and ABAG subject to any outstanding longer-term project loans; and be it further

RESOLVED the Executive Director and Chief Financial Officer are directed to report on the status of the advance at least quarterly.

METROPOLITAN TRANSPORTATION COMMISSION

Scott Haggerty, Chair

The above resolution, revising and superseding the resolution approved on November 28, 2018 was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in San Francisco, California on October 23, 2019.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #:	19-1126	Version:	1	Name:	
Type:	Resolution	Status:		Commission Approval	
File created:	9/23/2019	In control:		Administration Committee	
On agenda:	10/9/2019	Final action:			
Title:	Water Bill Savings Program				

- i. Staff will present an overview of the Water Bill Savings Program; and
- ii. MTC Resolution No. 4394. A request for authorization of a loan of up to \$1 million to ABAG for the BayREN Water Bill Savings Program.

Sponsors:

Indexes:

Code sections:

Attachments: [3b Water Bill Savings Program Overview Presentation.pdf](#)
[3b Reso-4394 ABAG BayRen WaterBill Saving Program Loan.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Water Bill Savings Program

- i. Staff will present an overview of the Water Bill Savings Program; and*
- ii. MTC Resolution No. 4394. A request for authorization of a loan of up to \$1 million to ABAG for the BayREN Water Bill Savings Program.*

Presenter:

Brad Paul

Recommended Action:

Commission Approval



Local Governments Empowering Our Communities

Water Bill Savings Program

Brad Paul, Deputy Executive Director

Chris Cone, WBSP Manager

Sonoma County Regional Climate Protection Authority

October 9, 2019

BayREN

Single Family

- Free step-by-step technical assistance to consumers & contractors for energy & water efficiency programs
- Rebates, education & outreach

Multifamily

- Technical assistance to property owners for energy upgrades & rebates

Codes & Standards

- Advocacy & support for green building codes
- Trainings to governments on standards & best practices

Commercial

- Options to assist small businesses with energy projects and microloans

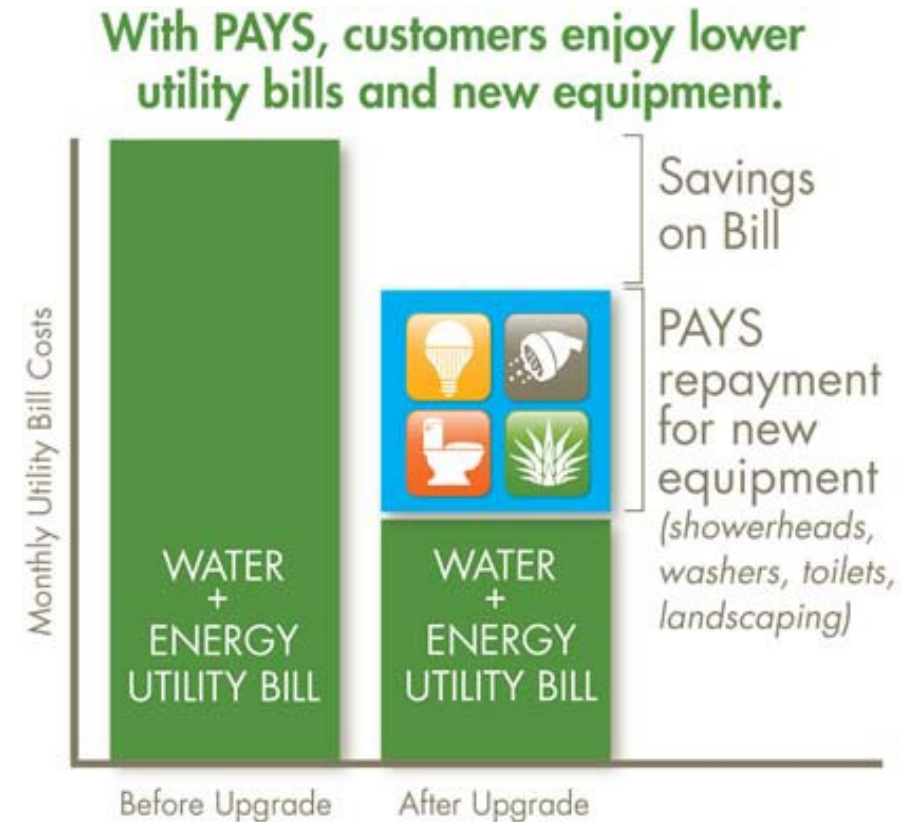
BAY AREA Regional Energy Network



Water Bill Savings Program - Program Offer

The BayREN Water Bill Savings Program allows water utilities to install eligible improvements in customers' buildings with program assurances field tested by BayREN's PAYS® on-bill pilots:

- No up-front payment, no new debt obligation, no credit checks, and no liens.
- A monthly on-bill charge that is significantly lower than estimated savings.
- Participants pay only while they are a utility customer at the project location.
- A guarantee that failed measures are repaired or the payment obligation is terminated.



Current Programs

Features	Windsor Efficiency PAYS®	Green Hayward PAYS®	EBMUD WaterSmart On-Bill
Customer Class	Single Family Multifamily	Multifamily	Multifamily Commercial
Eligible Upgrades	Toilets (1.06/gpf) Showerheads/aerators <u>Single Family:</u> Drought-tolerant landscaping	Toilets (1.06/gpf) Showerheads/aerators Weather-based irrigation controller Irrigation system repair Common area lighting Central hot water	Toilets (1.06/gpf) Showerheads/aerators Weather-based irrigation controller <u>Commercial:</u> Improvements vary by customer
Started Operation	2012-2015	2014	2016
Program Operator	Third-party	Third-party	EBMUD
Capital Source	Self-funded	Self-funded	Self-funded

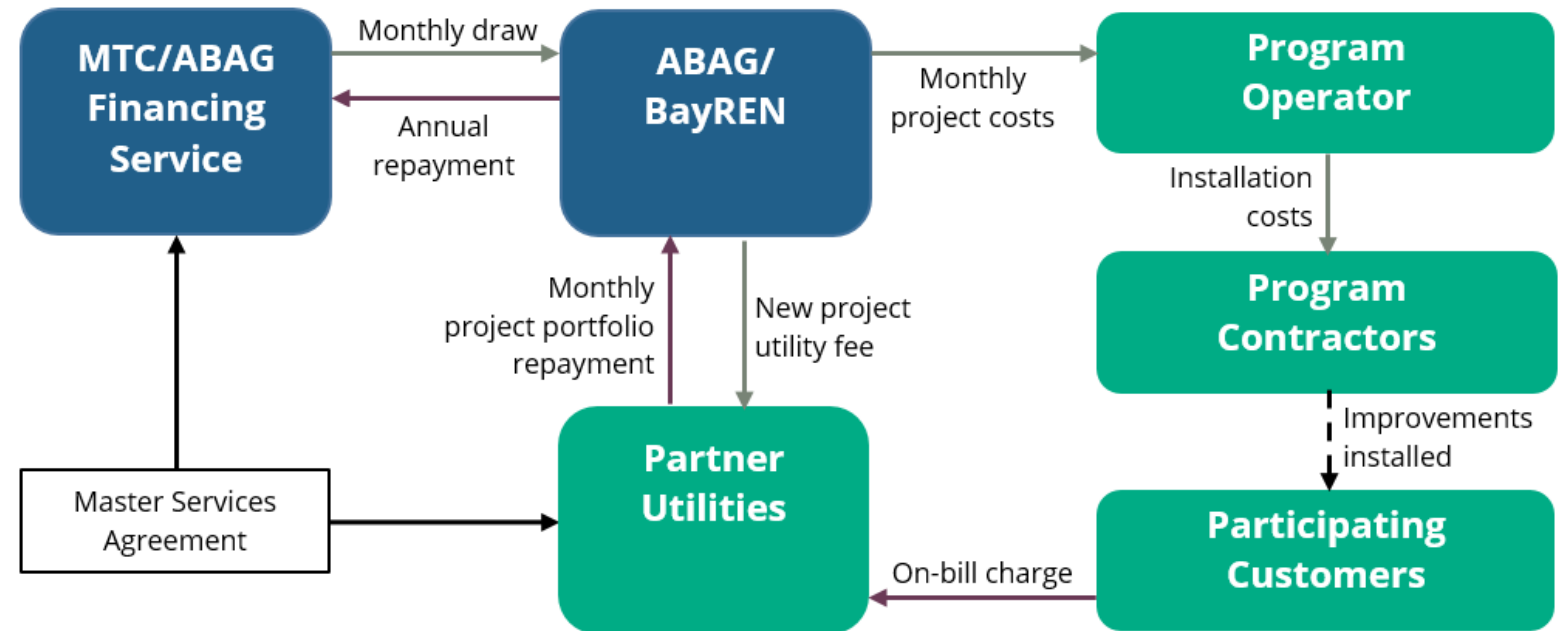
Projects as of January 2019 — 480 multi-family unit/247 single family projects
Average water savings — 30% multi-family/20% single family



Regional Program Model

Organized under MTC/ABAG, the regional Program:

- Facilitates low-cost capital.
- Centralizes administration.
- Streamlines service delivery.
- Simplifies program operation.



Metropolitan Transportation Commission Administration Committee

October 9, 2019

Agenda Item 3b

MTC Resolution No. 4394 – \$1 million Loan for the BayREN Water Bill Savings Program

Subject: This item requests that the Committee authorize the referral of MTC Resolution No. 4394 to the Commission to authorize a loan of up to \$1 million for the Association of Bay Area Governments (ABAG) BayREN Water Bill Savings Program.

Background: In December 2018, MTC authorized a \$10 million operational advance for cash flow and liquidity to ABAG (MTC Resolution No. 4358). The advance was to manage the cash flow mismatch between contractor payments and grant reimbursement in the ABAG BayREN and Estuary Partnership programs. Assuming the Commission approves a proposed revision of MTC Resolution No. 4358, the operational advance will be extended for two years through December 2021.

Part of the proposed revision to MTC Resolution No. 4358 would authorize up to \$2 million for longer term loans to ABAG programs. The ABAG BayREN Water Bill Savings Program is requesting a loan of \$1 million to be used as startup funding for BayREN's new residential water saving program.

The loan would be secured by direct payment from the participating water utility. Basic proposed terms are:

- ABAG would sign a master participation agreement with a water utility;
- The water utility would perform outreach to its residential customers regarding the program;
- ABAG would reimburse the water utility for the device installation with funds drawn from the MTC loan;
- The customers would agree to pay an amortized cost through their regular water bills; and
- The utility would collect the amount due and forward monthly payments to ABAG.

Through the master agreement the utility would agree to pay amounts due to ABAG regardless of the residential customer payment. As such the ABAG repayment of advances made by MTC would be guaranteed by the water utility providing a fully secured loan.

Similar BayREN pilot programs in four utilities have seen residential water consumption reduced an average of 25%. BayREN staff believes

expanding the program will produce similar water and energy savings. BayREN staff hope to expand the program sufficiently to finance expansion and repay the initial MTC loan.

Issues: No Issues Identified

Recommendation: Staff recommends that the Committee refer MTC Resolution No. 4394 to the Commission for approval, to authorize a loan of up to \$1 million from the \$10 million ABAG cash flow advance as start-up funding for the ABAG BayREN Water Bill Savings Program, according to the terms set forth in Attachment A.

Attachments: Attachment A – Terms of the ABAG BayREN Loan
MTC Resolution No. 4394


Therese W. McMillan

ATTACHMENT A

Terms of the loan to ABAG related to the BayREN Water Savings Program are as follows:

- Amount of the loan up to \$1 million to be drawn for eligible projects.
- Projects will be eligible for funding pursuant to a master agreement between ABAG and the utility guaranteeing repayment, regardless of customer payment status.
- ABAG shall pay 1% on all drawn amounts for up to two years and the MTC market book rate for all amounts outstanding after two years.
- Utilities will provide BayREN staff with a monthly list reconciling outstanding projects, payments to date, and remaining balance.

Date: October 23, 2019
W.I.: 1152
Referred by: Administration

ABSTRACT

Resolution No. 4394

This resolution approves the terms and conditions to provide the Association of Bay Area Governments (ABAG) a loan of up to \$1 million for the ABAG BayREN Water Bill Savings Program.

Further discussion of the terms and conditions to provide ABAG a loan of up to \$1 million for the ABAG BayREN Water Bill Savings Program is contained in the Administration Committee Summary Sheet dated October 9, 2019.

Date: October 23, 2019
W.I.: 1152
Referred by: Administration

RE: ABAG BayREN \$1 million Loan

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4394

WHEREAS, MTC and ABAG executed a Contract for Services effective on May 30, 2017; and

WHEREAS, under the Contract for Services responsibility for ABAG financial services was transferred to MTC effective July 1, 2017; and

WHEREAS, in the process of administering ABAG finances, MTC determined that the volume of grants and contracts payable frequently exceeds the available cash to make timely payments and extended a \$10 million advance to meet cash flow needs

WHEREAS, MTC Resolution – 4385 Revised, authorized use of up to \$2 million for longer term ABAG loans; now, therefore, be it

RESOLVED that MTC authorizes a loan of up to \$1 million for the ABAG BayREN Water Bill Savings Program; and be it further

RESOLVED that repayment of all advances be secured in accordance with the terms and conditions listed in Attachment A; and be it further

RESOLVED the Executive Director or Chief Financial Officer is directed to set aside \$1 million from any available MTC undesignated reserve; and be it further

RESOLVED that ABAG will be charged 1% on drawn amounts for up to two years and the MTC market book rate thereafter, with no charge to be accrued on undrawn amounts.

METROPOLITAN TRANSPORTATION COMMISSION

Scott Haggerty, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in San Francisco, California on October 23, 2019.

Date: October 23, 2019
W.I.: 1152
Referred by: Administration

Attachment A
Resolution No. 4394
Page 1 of 1

Attachment A

Terms of the ABAG BayREN loan are as follows:

- Amount of the loan up to \$1 million to be drawn for eligible projects.
- Projects will be eligible for funding pursuant to a master agreement between ABAG and the utility guaranteeing repayment, regardless of customer payment status.
- ABAG shall pay 1% on all drawn amounts for up to two years and the MTC market book rate for all amounts outstanding after two years.
- Utilities will provide BayREN staff with a monthly list reconciling outstanding projects, payments to date, and remaining balance.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 19-1127 **Version:** 1 **Name:**
Type: Contract **Status:** Commission Approval
File created: 9/23/2019 **In control:** Administration Committee
On agenda: 10/9/2019 **Final action:**
Title: Contract Amendment - Legislative Representation in Washington, D.C.: Government Relations, Inc. (\$300,000)

A request to extend the contract with Tom Bulger's firm, Government Relations, Inc., for advocacy in Washington, D.C.

Sponsors:

Indexes:

Code sections:

Attachments: [3c Government Relations Inc Contract Amendment.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Contract Amendment - Legislative Representation in Washington, D.C.: Government Relations, Inc. (\$300,000)

A request to extend the contract with Tom Bulger's firm, Government Relations, Inc., for advocacy in Washington, D.C.

Presenter:

Randy Rentschler

Recommended Action:

Committee Approval

Metropolitan Transportation Commission Administration Committee

October 9, 2019

Agenda Item 3c

Contract Amendment – Legislative Representation in Washington, D.C.: Government Relations, Inc. (\$300,000)

Subject: This item requests Committee approval to amend an existing sole-source contract with Government Relations, Inc. (a lobbying firm founded and operated by Mr. Tom Bulger) to provide legislative representation in Washington, D.C. by extending his contract (originally executed in 2013 and extended through two separate two-year contract amendments on a sole source basis) for one year, from November 1, 2019 through October 31, 2020 at an additional cost of \$300,000 based on the current rate.

Background: MTC has long been recognized as a national leader in transportation policy and much of that success is due to the excellent work of Mr. Tom Bulger, President, Government Relations, Inc. who has served the Commission in Washington, D.C. for over 30 years, during five federal transportation authorization cycles, including the FAST Act enacted in 2015. In that timeframe, Mr. Bulger was instrumental in helping the Bay Area overcome numerous obstacles, secure billions in funds, and expand the role and resources provided to metropolitan planning organizations (MPOs), laying the foundation for the strong institution MTC is today.

Mr. Bulger has notified us of his retirement from MTC's service in November 2020, and we will miss his extensive knowledge of MTC and Bay Area transportation issues. We will transition to a new representation in Washington, D.C. and to ensure a smooth transition and provide an opportunity for a new lobbyist to be brought up to speed prior to Mr. Bulger's departure, staff recommends a 12-month extension of the current contract. Staff is currently working on a request for proposals for a federal lobbying contract to be released before the end of the year.

Government Relations, Inc. is neither a small business nor a disadvantaged business enterprise and has no subcontractors.

Next Steps for Long-Term Federal Lobbyist Contract

Staff is planning to issue a request for proposals for federal lobbying services for a three-year term with an option to extend for an additional three years. The scope of services should include representing MTC with key Congressional offices, committee staff, Administration officials and federal agency staff; organizing MTC's annual Washington, D.C. trip; securing meetings as needed; and coordinating with MTC's partners in Washington, D.C., as needed. Qualifications should include strong relationships with the Bay Area delegation and United States Department of Transportation staff and familiarity with federal transportation policy. MTC's advocate should play a *complementary and additive* role to each of the many transportation agencies throughout the Bay Area – helping to

make sure that federal policy and programs benefit the entire Bay Area, and not hold contracts with other Bay Area transportation agencies to avoid conflicts of interest given the many instances in which agencies are competing for funds.

Federal Lobbying Contract Schedule

A draft schedule for implementing this proposal follows.

Federal Lobbying Contract Schedule	
October 2019	Tom Bulger contract renewal (one year) MTC Administration Committee
December 2019	Post request for qualifications for new federal lobbyist
January-February 2020	Proposal submittal deadline; interviews held
Spring 2020	<ul style="list-style-type: none">• MTC Legislation Committee and MTC Administration Committee approval• New federal advocacy contract begins
Summer 2020	Tom Bulger's contract expires

Issues: None

Recommendation: Staff recommends that the Committee authorize the Executive Director or designee to enter into a contract amendment with Government Relations, Inc. on a sole source basis in an amount not to exceed \$300,000 to fund MTC legislative representation in Washington, D.C.

Attachments: Request for Committee Approval – Summary of Proposed Contract Amendment



Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

Work Item No.:	1132
Consultant:	Government Relations, Inc.
Work Project Title:	Federal representation in Washington, D.C.
Purpose of Project:	To provide lobbying services in Washington, D.C.
Brief Scope of Work:	Represent MTC's interest at the federal level before the Bay Area legislation delegation and Trump Administration
Project Cost Not to Exceed:	This amendment (3 rd amendment from original 2013 contract): \$300,000 Current contract amount before this amendment: \$1,628,400 Maximum contract amount after the amendment: \$1,928,400
Funding Source:	General Funds
Fiscal Impact:	\$200,000 is included in the FY 2019-20 Agency Budget; the remaining \$100,000 is subject to inclusion in and approval of MTC's FY 2020-21 Agency Budget.
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with Government Relations, Inc. for lobbying services described above and in the Administration Committee Summary Sheet and the Chief Financial Officer is authorized to set aside \$300,000 for such amendment, subject to necessary budgeting approvals.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	Date: October 9, 2019