



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, February 12, 2020

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.

For information contact the Committee Clerk at (415) 778-5367.

1. Call to Order / 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. [20-0104](#) Minutes of the January 8, 2020 meeting
- Action: Committee Approval
- Attachments: [2a_20-0104_01-08-2020_Draft_Administration_Minutes.pdf](#)
-
- 2b. [20-0105](#) Investment Report for November 2019
- Action: Information
- Presenter: Catherine Cam
- Attachments: [2b_20-0105_Investment_Report_November'2019x.pdf](#)
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- 2c. [20-0106](#) MTC Financial Statements for November 2019
- Action: Information
- Presenter: Raymond Woo
- Attachments: [2c_20-0106_Financial_Statement_Nov'2019x.pdf](#)

- 2d.** [20-0107](#) Monthly Travel Report and International Travel Request
- Action: Committee Approval
- Presenter: Raymond Woo
- Attachments: [2d_20-0107_Monthly_Travel_Reportx.pdf](#)
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- 2e.** [20-0112](#) Contract Amendment - StreetSaver® Software Development, Maintenance, and Support: DevMecca.com, LLC (\$3,900,000)
- Action: Committee Approval
- Presenter: Sui Tan
- Attachments: [2e_20-0112_ContractAmendment_DevMeccax.pdf](#)
-
- 2f.** [20-0119](#) Contract Amendment - Pavement Management Technical Assistance Program (P-TAP) Round 21 (\$1,623,400): AMS Consulting, LLC (\$250,000), Nichols Consulting Engineers, CHTD (\$247,400), Capitol Asset & Pavement Services, Inc. (\$264,500); Harris & Associates, Inc. (\$224,300); Pavement Engineering, Inc. (\$181,100); Quality Engineering Solutions Inc. (\$180,600); Fugro Roadware, Inc. (\$175,500); Bellecci & Associates, Inc. (\$100,000)
- Action: Committee Approval
- Presenter: Christina Hohorst
- Attachments: [2f_20-0119_ContractAmend_PTAP21x.pdf](#)

3. Approval

- 3a.** [20-0122](#) Contract - Professional Auditing Services: Crowe LLP (\$1,066,000)
- A request for approval of a five-year contract with Crowe LLP to provide the annual financial and compliance audit services, with two one-year renewal options, subject to annual budgetary approval. The contract amount for FY 2019-20 is not to exceed \$1,066,000. The estimated total amount of the five-year contract with 2.5 percent inflation assumption is \$5,178,601.
- Action: Committee Approval
- Presenter: Brian Mayhew
- Attachments: [3a_20-0122_Contract_CROWEx.pdf](#)

4. Public Comment / Other Business

5. Adjournment / Next Meeting:

The next meeting of the Administration Committee is scheduled to be held on March 11, 2020 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 #: 20-0104 **Version:** 1 **Name:**

Type: Minutes **Status:** Consent

File created: 1/3/2020 **In control:** Administration Committee

On agenda: 2/12/2020 **Final action:**

Title: Minutes of the January 8, 2020 meeting

Sponsors:

Indexes:

Code sections:

Attachments: [2a 20-0104 01-08-2020_Draft_Administration_Minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Minutes of the January 8, 2020 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, January 8, 2020

9:35 AM

Board Room - 1st Floor

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 Chair Haggerty and Commission Vice Chair Pedroza

Ad Hoc Non-Voting Members Present: Commissioner Mackenzie and Commissioner Sperling

2. Consent Calendar

Approval of the Consent Calendar

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

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

Absent: 1 - Commissioner Schaaf

2a. [20-0003](#) Minutes of the December 11, 2019 meeting

Action: Committee Approval

2b. [20-0036](#) Investment Report for October 2019

Action: Information

Presenter: Catherine Cam

2c. [20-0037](#) MTC Financial Statements for October 2019

Action: Information

Presenter: Raymond Woo

2d. [20-0038](#) Monthly Travel Report

Action: Information

Presenter: Raymond Woo

2e. [20-0013](#) MTC Resolution No. 1198, Revised - Revisions to MTC's Conflict of Interest Code to Update List of Designated Positions - Authorization to Submit to the Fair Political Practices Commission (FPPC) for Approval and to Refer to Commission for Adoption

Action: Commission Approval

Presenter: Leslie Miessner

3. Approval

3a. [19-1345](#) MTC Resolution No. 4371, Revised - FY 2019-20 MTC Operating and Capital Budgets Amendment

A request to refer MTC Resolution No. 4371, Revised, the MTC FY 2019-20 Agency Budget, Amendment No. 2, approving an increase of \$815,974 in operating costs, of which \$557,987 will be added to the MTC Operating Budget and \$257,987 added to the Life-to-Date Grants Budget, to the Commission for approval.

Action: Commission Approval

Presenter: Brian Mayhew

Upon the motion by Commissioner Bruins and the second by Commissioner Papan, the Committee unanimously approved the referral of MTC Resolution No. 4371, 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

3b. [20-0074](#) Closed Session - CONFERENCE WITH LEGAL COUNSEL -
ANTICIPATED LITIGATION

The Committee met in closed session pursuant to Government Code Section 54956.9(a) and paragraph (2) of subdivision (d) of Government Code Section 54956.9 to confer with counsel regarding significant exposure to litigation: 1 case.

Meeting went into Recess

Meeting Reconvened

3c. [20-0075](#) Open Session

Action: Committee Approval

The Committee reconvened in Open Session and Deputy General Counsel, Cynthia Segal, announced that the Committee met in closed session pursuant to Government Code Section 54956.9(a) and paragraph (2) of subdivision (d) of Government Code Section 54956.9 to confer with counsel regarding significant exposure to litigation in one case and there were no reportable actions.

4. Public Comment / Other Business

5. Adjournment / Next Meeting:

The next meeting of the Administration Committee is scheduled to be held on February 12, 2020 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 #: 20-0105 **Version:** 1 **Name:**
Type: Report **Status:** Consent
File created: 1/3/2020 **In control:** Administration Committee
On agenda: 2/12/2020 **Final action:**
Title: Investment Report for November 2019
Sponsors:
Indexes:
Code sections:
Attachments: [2b_20-0105_Investment_Report_November'2019x.pdf](#)

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

Presenter:
Catherine Cam

Recommended Action:
Information

**Metropolitan Transportation Commission
Administration Committee**

February 12, 2020

Agenda Item 2b

Investment Report for November 2019

Subject: Investment Report for November 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 \$3.3 billion. A breakdown by fund is as follows:

<u>Fund</u>	<u>Market Value (\$ million)</u>	<u>% of Total</u>
BATA Admin	\$ 983.1	29.4%
BATA Projects	300.5	9.0%
BATA Debt Payment	15.4	0.5%
BATA Debt Service Reserve	517.2	15.4%
BATA RM2	195.3	5.8%
BATA RM3	121.3	3.6%
MTC	344.2	10.3%
BART Car Exchange Program	398.4	11.9%
AB 1171	63.3	1.9%
FasTrak® (Customer Deposits)	139.7	4.2%
Clipper®	91.6	2.7%
BAHA	27.2	0.8%
SAFE	12.3	0.4%
BAIFA	138.0	4.1%
Portfolio Total	<u>\$ 3,347.5</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	43.9%	No limit
Fed Home Loan Mortgage	28.0%	No limit
Fed National Mortgage Association	1.4%	No limit
Fed Farm Credit Bank	0.8%	No limit
Cash	11.8%	No limit
Certificate of Deposit	3.0%	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	7.3%	20% Portfolio/10% One Fund
Blackrock T-Fund (BATA Trustee)	1.9%	Trustee Funds – No limit
Blackrock Treas Tr (BATA Trustee)	0.8%	Trustee Funds – No limit
Blackrock Treas Dlr (BATA Trustee)	0.2%	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	\$ 1,212.3	36%	10%
90 days or less	2,278.8 cumulative	68% cumulative	15%
1 year or less	2,878.4 cumulative	86% cumulative	30%
1-5 years	450.6	13%	
*greater than 5 years	18.5	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 258 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
November 30, 2019

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

<u>Issuer</u>	<u>Number of Investments</u>	<u>Par Value</u>	<u>Market Value</u>	<u>% of Portfolio</u>	<u>Average YTM 365</u>	<u>Average Days to Maturity</u>
FASTRAK - PREPAID	1	22,620,420.30	22,620,420.30	0.68	0.000	1
BAY AREA AIR QUALITY MGMT DIST	1	18,500,000.00	18,500,000.00	0.55	2.315	12,389
BLK ROCK T-FUND TRUSTEE	4	63,998,191.37	63,998,191.37	1.91	1.540	1
FASTRAK - PARKING FEES	1	80,047.50	80,047.50	0.00	0.000	1
FASTRAK - VIOLATIONS	1	2,137,755.66	2,137,755.66	0.06	0.000	1
FASTRAK - REFUND	1	2,231,676.04	2,231,676.04	0.07	0.000	1
FASTRAK - FEE ACCOUNT	1	1,877,725.02	1,877,725.02	0.06	0.000	1
CALIFORNIA ASSET MANAGEMENT PR	8	1,224,847.23	1,224,847.23	0.04	1.880	1
EAST BAY MUD	1	7,000,000.00	7,000,000.00	0.21	0.961	3
FED FARM CREDIT BANK	3	27,100,000.00	27,091,262.34	0.81	2.098	200
FED HOME LOAN BANK	115	1,475,253,000.00	1,471,026,059.91	43.94	1.735	201
FED HOME LOAN MTG CORP	73	938,663,000.00	936,916,732.11	27.99	1.922	347
FED NATIONAL MTG ASSN	3	45,100,000.00	45,076,494.40	1.35	1.722	57
CLIPPER GS FIN SQ GOVT FUND	1	76,235,460.41	76,235,460.41	2.28	1.520	1
LAIF	3	342,991.84	342,991.84	0.01	2.103	1
LOS ANGELES DEPT WTR & PWR	1	5,900,000.00	5,900,000.00	0.18	0.924	4
MORGAN STANLEY GOVT ESCROW	1	2,057,312.27	2,057,312.27	0.06	1.570	1
MORGAN STANLEY GOVT CUSTODY	11	17,314,600.80	17,314,600.80	0.52	1.570	1
BLK ROCK TREAS TR DOL TRUSTEE	4	7,054,631.59	7,054,631.59	0.21	1.270	1
BLK ROCK TREAS TR INS TRUSTEE	7	25,700,076.56	25,700,076.56	0.77	1.500	1
FASTRAK BLK ROCK LIQ TREASURY	1	110,709,953.19	110,709,953.19	3.31	0.841	1
BLK ROCK TREAS TR INS CUSTODY	8	37,737,949.46	37,737,949.46	1.13	1.500	1
UBOC CHECKING	1	4,146,186.24	4,146,186.24	0.12	0.010	1

MTC
Summary by Issuer
November 30, 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	4,186,897.37	4,186,897.37	0.13	0.000	1
UBOC INTEREST ON CHECKING	33	332,815,378.93	332,815,378.93	9.94	1.648	1
CLIPPER SETTLEMENT ACCOUNT	1	2,460,846.20	2,460,846.20	0.07	0.000	1
CLIPPER FLOAT ACCOUNT	1	10,000,155.27	10,000,155.27	0.30	0.000	1
CLIPPER PARTICIPANT CLAIM FUND	1	2,283,591.96	2,283,591.96	0.07	0.000	1
UBOC BAHA CHECKING	2	9,199,965.96	9,199,965.96	0.27	0.000	1
CLIPPER REFUND ACCOUNT	1	591,496.59	591,496.59	0.02	0.000	1
UNION BANK NA	7	98,930,000.00	98,992,101.57	2.96	2.180	42
Total and Average	298	3,353,454,157.76	3,347,510,808.09	100.00	1.718	258



MTC
Summary by Type
November 30, 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	229,507.57	229,507.57	0.01	2.103	1
Checking Accounts	2	37,040,887.86	37,040,887.86	1.11	1.440	1
Subtotal	3	37,270,395.43	37,270,395.43	1.12	1.444	1
Fund: NON TRANSPORTATION PLNG						
Checking Accounts	1	4,253,068.63	4,253,068.63	0.13	1.620	1
Subtotal	1	4,253,068.63	4,253,068.63	0.13	1.620	1
Fund: AB664 EAST						
Federal Agency Disc. -Amortizing	10	119,790,000.00	119,335,760.88	3.56	1.781	86
Mutual Funds - Custodial	1	134,228.39	134,228.39	0.00	1.570	1
Checking Accounts	1	6,375,766.83	6,375,766.83	0.19	1.620	1
Subtotal	12	126,299,995.22	125,845,756.10	3.75	1.772	82
Fund: AB664 WEST						
Federal Agency Disc. -Amortizing	4	14,510,000.00	14,468,482.20	0.43	1.786	66
Mutual Funds - Custodial	1	41,561.59	41,561.59	0.00	1.570	1
Checking Accounts	1	29,330,861.34	29,330,861.34	0.88	1.620	1
Subtotal	6	43,882,422.93	43,840,905.13	1.31	1.675	22
Fund: 5% STATE						
Checking Accounts	1	17,123,777.32	17,123,777.32	0.51	1.620	1
Subtotal	1	17,123,777.32	17,123,777.32	0.51	1.620	1
Fund: 2% TRANSIT RESERVES FERRY						
Federal Agency Disc. -Amortizing	2	11,790,000.00	11,761,015.91	0.35	1.794	56
Mutual Funds - Custodial	1	7,639.25	7,639.25	0.00	1.570	1
Checking Accounts	1	5,520,391.75	5,520,391.75	0.16	1.620	1
Subtotal	4	17,318,031.00	17,289,046.91	0.51	1.738	39

MTC
Summary by Type
November 30, 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	19,930,000.00	19,887,941.65	0.59	1.768	49
Mutual Funds - Custodial	1	19,885.64	19,885.64	0.00	1.570	1
Checking Accounts	1	2,609,869.43	2,609,869.43	0.08	1.620	1
Subtotal	7	22,559,755.07	22,517,696.72	0.67	1.751	43
Fund: 90% RAIL RESERVE EAST						
Federal Agency Disc. -Amortizing	4	25,180,000.00	25,141,464.05	0.75	1.904	36
Mutual Funds - Custodial	1	75,420.60	75,420.60	0.00	1.570	1
Checking Accounts	1	10,709,410.91	10,709,410.91	0.32	1.620	1
Subtotal	6	35,964,831.51	35,926,295.56	1.07	1.819	25
Fund: 90% RAIL RESERVE WEST						
Mutual Funds - Custodial	1	176.09	176.09	0.00	1.570	1
Checking Accounts	1	1,078,171.72	1,078,171.72	0.03	1.620	1
Subtotal	2	1,078,347.81	1,078,347.81	0.03	1.620	1
Fund: MTC EXCHANGE FUND						
Checking Accounts	1	31,754,488.22	31,754,488.22	0.95	1.620	1
Subtotal	1	31,754,488.22	31,754,488.22	0.95	1.620	1
Fund: BART CAR EXCHANGE PROGRAM						
Federal Agency Coupon Securities	1	10,000,000.00	9,995,198.60	0.30	1.800	271
Federal Agency Disc. -Amortizing	16	344,600,000.00	343,187,096.01	10.25	1.770	93
Mutual Funds - Custodial	1	10,240,155.66	10,240,155.66	0.31	1.500	1
Negotiable CDs	2	35,000,000.00	35,018,475.00	1.05	2.180	33
Subtotal	20	399,840,155.66	398,440,925.27	11.91	1.800	90
Fund: CLIPPER CAPITAL (MTC)						
Checking Accounts	1	10,825,207.70	10,825,207.70	0.32	1.620	1
Subtotal	1	10,825,207.70	10,825,207.70	0.32	1.620	1
Fund: CLIPPER 2.0 (MTC)						
Checking Accounts	1	-5,682,672.68	-5,682,672.68 *	-0.17	0.000	1

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MTC
Summary by Type
November 30, 2019
Grouped by Fund

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Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	1	-5,682,672.68	-5,682,672.68	-0.17	0.000	1
Fund: CLIPPER OPERATIONS (MTC)						
Checking Accounts	1	2,045,658.97	2,045,658.97	0.06	1.620	1
Subtotal	1	2,045,658.97	2,045,658.97	0.06	1.620	1
Fund: MTC CAPITAL PROJECTS						
Checking Accounts	1	84,650.40	84,650.40	0.00	1.620	1
Subtotal	1	84,650.40	84,650.40	0.00	1.620	1
Fund: SAFE						
Local Agency Investment Funds	1	113,237.57	113,237.57	0.00	2.103	1
Checking Accounts	1	4,640,012.53	4,640,012.53	0.14	1.620	1
Subtotal	2	4,753,250.10	4,753,250.10	0.14	1.632	1
Fund: SAFE CAPITAL PROJECTS						
Checking Accounts	1	7,576,685.75	7,576,685.75	0.23	1.620	1
Subtotal	1	7,576,685.75	7,576,685.75	0.23	1.620	1
Fund: RM2 OPERATING						
Checking Accounts	1	3,380,806.94	3,380,806.94	0.10	1.620	1
Subtotal	1	3,380,806.94	3,380,806.94	0.10	1.620	1
Fund: UB DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	11,690,089.88	11,690,089.88	0.35	1.540	1
Subtotal	1	11,690,089.88	11,690,089.88	0.35	1.540	1
Fund: BATA 2019 F-1 COI						
Mutual Funds - Trustee	1	302,818.26	302,818.26	0.01	1.540	1
Subtotal	1	302,818.26	302,818.26	0.01	1.540	1
Fund: BATA 2019 S-9 COI						
Mutual Funds - Trustee	1	583.48	583.48	0.00	1.270	1
Subtotal	1	583.48	583.48	0.00	1.270	1
Fund: BATA 2019 S-9 RESERVE						

MTC
Summary by Type
November 30, 2019
Grouped by Fund

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Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: BATA 2019 S-9 RESERVE						
Federal Agency Coupon Securities	1	1,900,000.00	1,899,856.66	0.06	1.850	502
Mutual Funds - Trustee	1	12,586.60	12,586.60	0.00	1.270	1
Subtotal	2	1,912,586.60	1,912,443.26	0.06	1.846	499
Fund: BATA 2019 S-H BOND COI						
Mutual Funds - Trustee	1	36,574.66	36,574.66	0.00	1.500	1
Subtotal	1	36,574.66	36,574.66	0.00	1.500	1
Fund: DEBT SERVICE RESERVE						
Mutual Funds - Trustee	1	51,988,618.16	51,988,618.16	1.55	1.540	1
Municipal Bonds	1	7,000,000.00	7,000,000.00	0.21	0.961	3
Federal Agency Disc. -Amortizing	6	130,400,000.00	130,118,470.50	3.89	1.875	50
Federal Agency Coupon Securities	10	155,000,000.00	154,910,020.86	4.63	1.929	1,161
Subtotal	18	344,388,618.16	344,017,109.52	10.28	1.830	542
Fund: BATA 2019 S-8 RESERVE						
Federal Agency Disc. -Amortizing	1	742,000.00	740,820.22	0.02	1.702	37
Mutual Funds - Trustee	1	7,039,166.25	7,039,166.25	0.21	1.270	1
Subtotal	2	7,781,166.25	7,779,986.47	0.23	1.311	4
Fund: BATA 2019 S-8 COI						
Mutual Funds - Trustee	1	2,295.26	2,295.26	0.00	1.270	1
Subtotal	1	2,295.26	2,295.26	0.00	1.270	1
Fund: BATA 2019 ABCD COI						
Mutual Funds - Trustee	1	16,665.07	16,665.07	0.00	1.540	1
Subtotal	1	16,665.07	16,665.07	0.00	1.540	1
Fund: BATA 2010 S-1 RESERVE						
Federal Agency Coupon Securities	6	40,200,000.00	40,182,800.16	1.20	1.924	749
Federal Agency Disc. -Amortizing	1	11,000,000.00	10,999,517.21	0.33	1.746	2
Mutual Funds - Trustee	1	22,061,099.44	22,061,099.44	0.66	1.500	1

MTC
Summary by Type
November 30, 2019
Grouped by Fund

Page 5

<u>Security Type</u>	<u>Number of Investments</u>	<u>Par Value</u>	<u>Market Value</u>	<u>% of Portfolio</u>	<u>Average YTM 365</u>	<u>Average Days to Maturity</u>
Subtotal	8	73,261,099.44	73,243,416.81	2.19	1.769	411
Fund: BONY DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	3,381,951.67	3,381,951.67	0.10	1.500	1
Subtotal	1	3,381,951.67	3,381,951.67	0.10	1.500	1
Fund: BATA SUB 2019 S-H RESERVE						
Federal Agency Coupon Securities	1	6,000,000.00	5,998,418.45	0.18	1.850	879
Federal Agency Disc. -Amortizing	1	363,000.00	362,745.09	0.01	2.113	17
Mutual Funds - Trustee	1	44,153.08	44,153.08	0.00	1.500	1
Subtotal	3	6,407,153.08	6,405,316.62	0.19	1.862	824
Fund: BATA 2017 S-7 RESERVE						
Federal Agency Coupon Securities	5	60,510,000.00	60,435,557.59	1.81	2.067	1,440
Federal Agency Disc. -Amortizing	1	121,000.00	120,435.33	0.00	1.602	106
Mutual Funds - Trustee	1	134,781.27	134,781.27	0.00	1.500	1
Subtotal	7	60,765,781.27	60,690,774.19	1.81	2.064	1,434
Fund: BATA 2010 S-2 RESERVE						
Federal Agency Coupon Securities	1	50,000.00	49,994.40	0.00	2.100	1,795
Mutual Funds - Trustee	1	2,807.72	2,807.72	0.00	1.500	1
Subtotal	2	52,807.72	52,802.12	0.00	2.068	1,700
Fund: BATA 2010 S-3 RESERVE						
Federal Agency Coupon Securities	4	23,040,000.00	23,030,370.58	0.69	1.939	866
Mutual Funds - Trustee	1	38,708.72	38,708.72	0.00	1.500	1
Subtotal	5	23,078,708.72	23,069,079.30	0.69	1.938	865
Fund: RM2 CAPITAL						
Federal Agency Disc. -Amortizing	3	14,700,000.00	14,668,543.88	0.44	1.675	49
Federal Agency Coupon Securities	1	10,000,000.00	9,989,782.90	0.30	1.850	1,184
Mutual Funds - Custodial	2	2,344,616.20	2,344,616.20	0.07	1.577	1
Checking Accounts	1	7,313,558.30	7,313,558.30	0.22	1.620	1
Subtotal	7	34,358,174.50	34,316,501.28	1.03	1.708	366

MTC
Summary by Type
November 30, 2019
Grouped by Fund

Page 6

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: BATA REHAB RESERVE						
Federal Agency Disc. -Amortizing	9	185,700,000.00	185,060,952.95	5.53	1.643	78
Federal Agency Coupon Securities	2	17,000,000.00	16,988,060.59	0.51	2.062	834
Mutual Funds - Custodial	1	226,701.47	226,701.47	0.01	1.500	1
Checking Accounts	1	931,162.28	931,162.28	0.03	1.620	1
Negotiable CDs	1	11,200,000.00	11,208,388.80	0.33	2.180	53
Subtotal	14	215,057,863.75	214,415,266.09	6.41	1.704	137
Fund: BATA REHAB PROJECTS						
Federal Agency Coupon Securities	1	15,000,000.00	14,992,797.90	0.45	1.800	271
Federal Agency Disc. -Amortizing	9	68,000,000.00	67,879,026.23	2.03	1.845	41
Mutual Funds - Custodial	1	121,721.44	121,721.44	0.00	1.570	1
Checking Accounts	1	9,411,001.13	9,411,001.13	0.28	1.620	1
Subtotal	12	92,532,722.57	92,404,546.70	2.76	1.814	74
Fund: BATA - SEISMIC CAPITAL						
Federal Agency Disc. -Amortizing	8	136,500,000.00	136,205,819.24	4.07	1.639	49
Mutual Funds - Custodial	2	25,417,209.76	25,417,209.76	0.76	1.500	1
Checking Accounts	1	11,191,240.47	11,191,240.47	0.33	1.620	1
Subtotal	11	173,108,450.23	172,814,269.47	5.16	1.617	39
Fund: BATA TRANSIT PROGRAM						
Checking Accounts	1	35,237,583.91	35,237,583.91	1.05	1.620	1
Subtotal	1	35,237,583.91	35,237,583.91	1.05	1.620	1
Fund: AB 1171 PROJECTS						
Federal Agency Disc. -Amortizing	5	47,200,000.00	47,090,504.82	1.41	1.781	53
Mutual Funds - Custodial	2	32,111.18	32,111.18	0.00	1.644	1
Checking Accounts	1	16,215,133.60	16,215,133.60	0.48	1.620	1
Subtotal	8	63,447,244.78	63,337,749.60	1.89	1.740	40
Fund: RM1 BATA ADMIN - SELF INSURED						
Federal Agency Coupon - Actual	1	5,000,000.00	4,998,515.30	0.15	2.113	144

MTC
Summary by Type
November 30, 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 Disc. -Amortizing	10	214,800,000.00	214,281,965.01	6.40	1.861	55
Federal Agency Coupon Securities	7	80,500,000.00	80,449,304.82	2.40	1.944	1,029
Mutual Funds - Custodial	2	371,100.21	371,100.21	0.01	1.504	1
Checking Accounts	1	115,450.38	115,450.38	0.00	1.620	1
Subtotal	21	300,786,550.59	300,216,335.72	8.96	1.887	318
Fund: RM1 BATA ADMIN - O&M RESERVE						
Federal Agency Coupon - Actual	1	20,000,000.00	19,994,061.20	0.60	2.113	144
Federal Agency Disc. -Amortizing	8	120,300,000.00	120,009,218.25	3.59	1.673	55
Federal Agency Coupon Securities	4	44,500,000.00	44,486,934.85	1.33	1.837	717
Mutual Funds - Custodial	2	1,343,912.48	1,343,912.48	0.04	1.798	1
Checking Accounts	1	79,746.03	79,746.03	0.00	1.620	1
Subtotal	16	186,223,658.51	185,913,872.81	5.56	1.761	223
Fund: RM1 BATA ADMIN						
Municipal Bonds	2	24,400,000.00	24,400,000.00	0.73	1.978	9,394
Federal Agency Disc. -Amortizing	8	192,000,000.00	191,624,083.71	5.72	1.822	45
Local Agency Investment Funds	1	246.70	246.70	0.00	2.103	1
Mutual Funds - Custodial	2	3,605,433.39	3,605,433.39	0.11	1.572	1
Checking Accounts	1	28,768,855.36	28,768,855.36	0.86	1.620	1
Negotiable CDs	1	25,000,000.00	25,018,725.00	0.75	2.180	53
Subtotal	15	273,774,535.45	273,417,344.16	8.17	1.844	875
Fund: RM3 ESCROW						
Federal Agency Disc. -Amortizing	16	113,890,000.00	113,557,003.46	3.39	1.851	67
Mutual Funds - Custodial	1	2,057,312.27	2,057,312.27	0.06	1.570	1
Negotiable CDs	1	5,730,000.00	5,734,291.77	0.17	2.180	53
Subtotal	18	121,677,312.27	121,348,607.50	3.62	1.862	65
Fund: RM2 ADMIN RESERVES						
Federal Agency Disc. -Amortizing	11	125,400,000.00	124,966,811.98	3.73	1.784	79

MTC
Summary by Type
November 30, 2019
Grouped by Fund

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Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: RM2 ADMIN RESERVES						
Mutual Funds - Custodial	1	1,251,408.66	1,251,408.66	0.04	1.570	1
Checking Accounts	1	9,386,404.05	9,386,404.05	0.28	1.620	1
Negotiable CDs	2	22,000,000.00	22,012,221.00	0.66	2.180	36
Subtotal	15	158,037,812.71	157,616,845.69	4.71	1.828	67
Fund: UNDISTRIBUTED FUNDS						
Checking Accounts	1	4,186,897.37	4,186,897.37	0.13	0.000 *	1
Subtotal	1	4,186,897.37	4,186,897.37	0.13	0.000	1
Fund: SEISMIC ADMIN						
Mutual Funds - Custodial	2	1,245,346.26	1,245,346.26	0.04	1.519	1
Checking Accounts	1	3,672,236.70	3,672,236.70	0.11	1.620	1
Subtotal	3	4,917,582.96	4,917,582.96	0.15	1.594	1
Fund: FASTRAK						
Checking Accounts	5	28,947,624.52	28,947,624.52	0.86	0.000 **	1
Mutual Funds - Custodial	1	110,709,953.19	110,709,953.19	3.31	0.841	1
Subtotal	6	139,657,577.71	139,657,577.71	4.17	0.667	1
Fund: CLIPPER						
Mutual Funds - Custodial	1	76,235,460.41	76,235,460.41	2.28	1.520	1
Checking Accounts	4	15,336,090.02	15,336,090.02	0.46	0.000 ***	1
Subtotal	5	91,571,550.43	91,571,550.43	2.74	1.265	1
Fund: BAHA OPERATING						
Checking Accounts	2	14,143,734.12	14,143,734.12	0.42	1.501	1
Subtotal	2	14,143,734.12	14,143,734.12	0.42	1.501	1
Fund: BAHA OWNER'S						
Checking Accounts	1	8,164,517.72	8,164,517.72	0.24	0.000 ***	1
Subtotal	1	8,164,517.72	8,164,517.72	0.24	0.000	1
Fund: BAHA CAPITAL						

* Earnings Credit Rate of 0.01%

** Earnings Allowance Rate of 0.25%

*** Earning Credit Rate of 0.04%

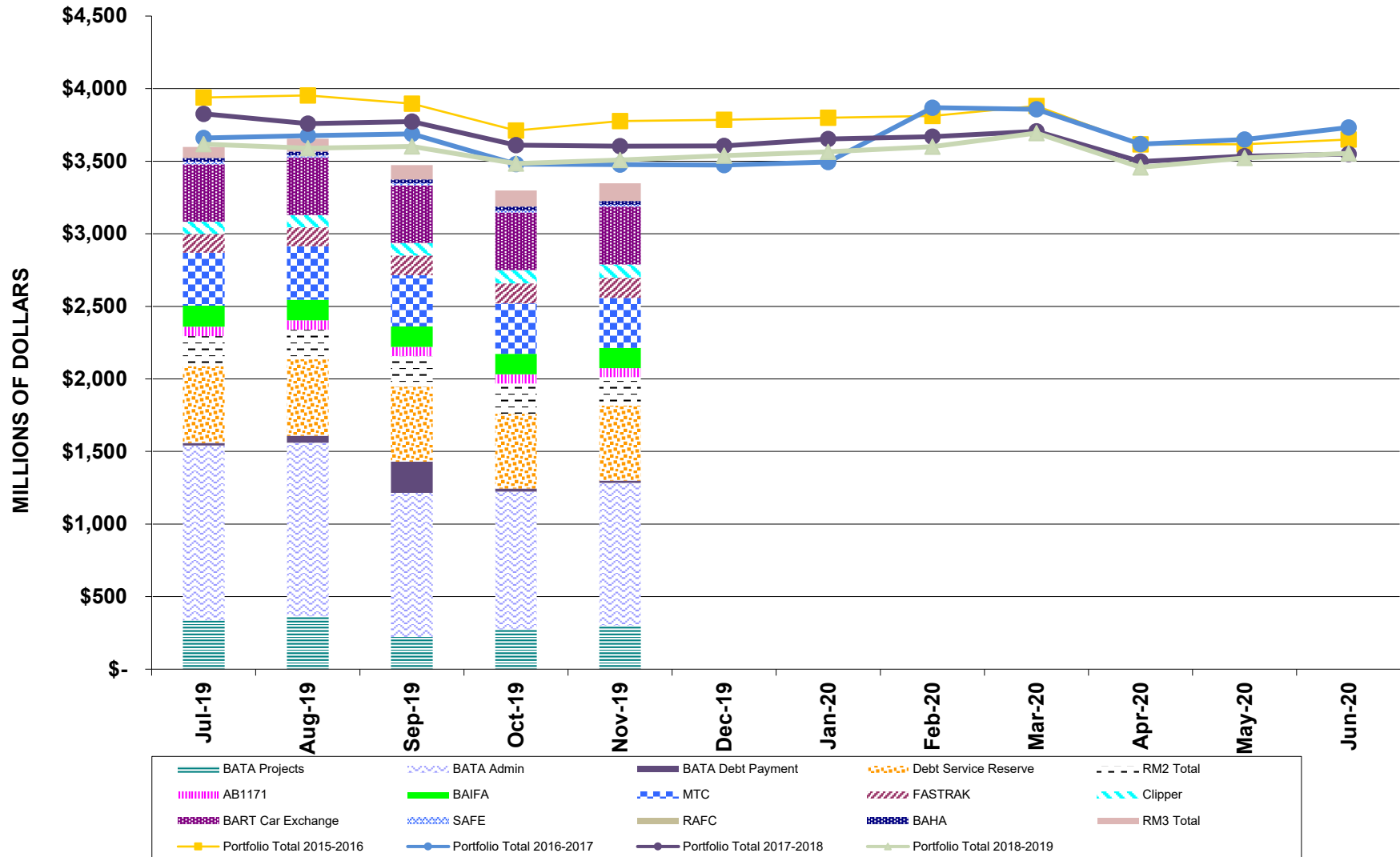
MTC
Summary by Type
November 30, 2019
Grouped by Fund

Page 9

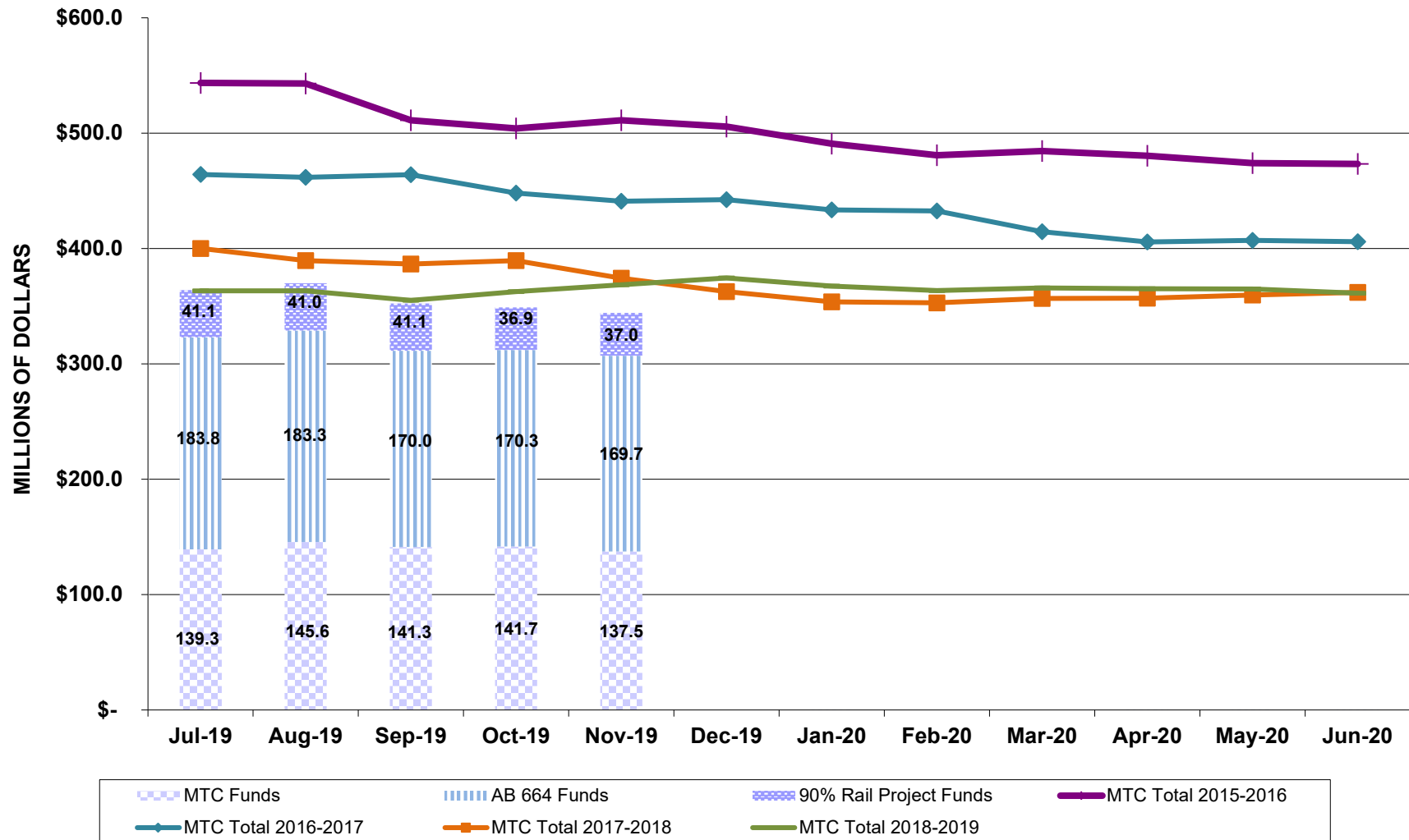
Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: BAH CAPITAL						
Mutual Funds - Custodial	1	1,006.57	1,006.57	0.00	1.500	1
Checking Accounts	1	4,936,698.20	4,936,698.20	0.15	1.620	1
Subtotal	2	4,937,704.77	4,937,704.77	0.15	1.620	1
Fund: 375 BEALE STREET (BAHA)						
Checking Accounts	1	-82,921.96	-82,921.96 *	0.00	0.000	1
Subtotal	1	-82,921.96	-82,921.96	0.00	0.000	1
Fund: BAIFA OP Admin						
Checking Accounts	1	18,032,058.29	18,032,058.29	0.54	1.620	1
Subtotal	1	18,032,058.29	18,032,058.29	0.54	1.620	1
Fund: BAIFA CAPITAL FUND						
Federal Agency Disc. -Amortizing	7	75,400,000.00	75,169,218.22	2.25	1.766	70
Federal Agency Coupon Securities	3	25,100,000.00	25,071,977.10	0.75	1.830	1,012
Mutual Funds - Custodial	2	9,797,762.65	9,797,762.65	0.29	1.570	1
Checking Accounts	1	9,978,028.93	9,978,028.93	0.30	1.620	1
Subtotal	13	120,275,791.58	120,016,986.90	3.59	1.751	256
Total and Average	298	3,353,454,157.76	3,347,510,808.09	100.00	1.718	258

* Pending Receipt of Assessment Fees

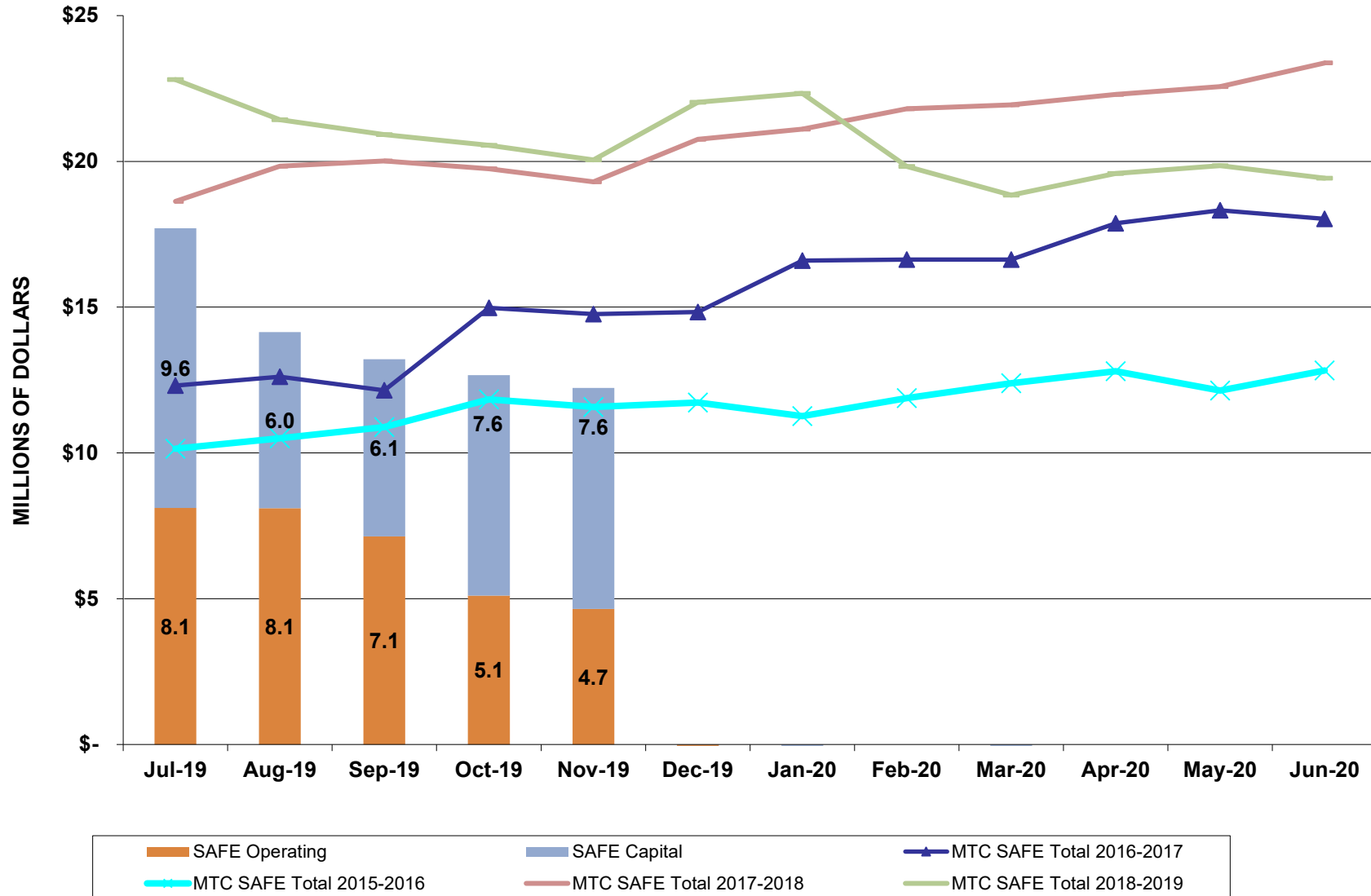
TOTAL PORTFOLIO November 2019



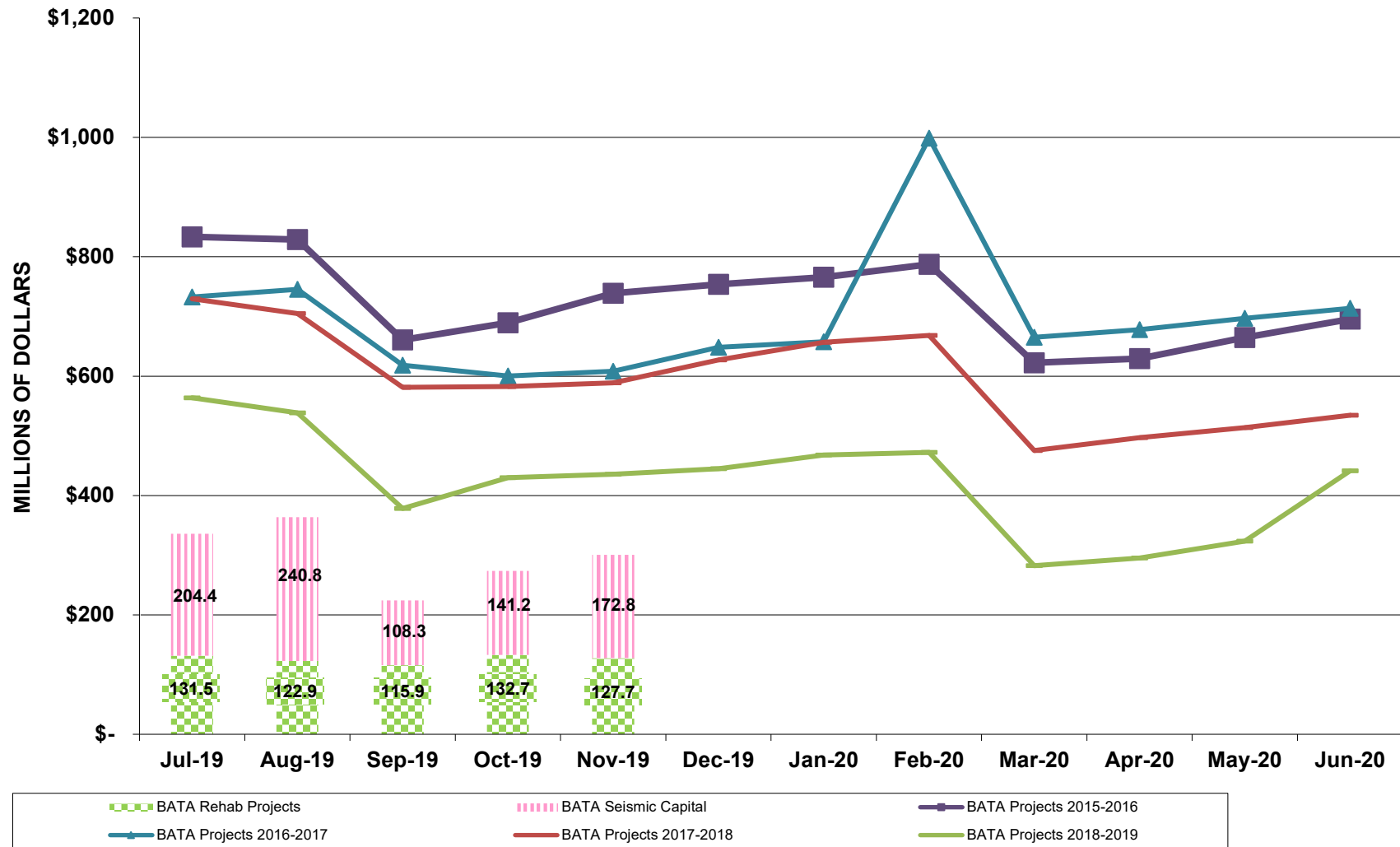
MTC FUNDS November 2019



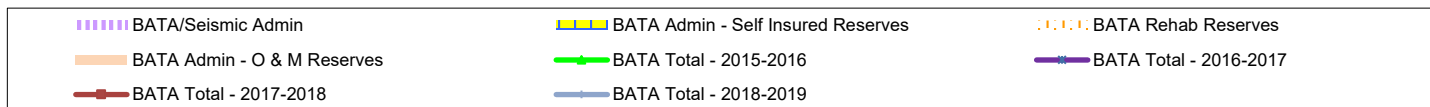
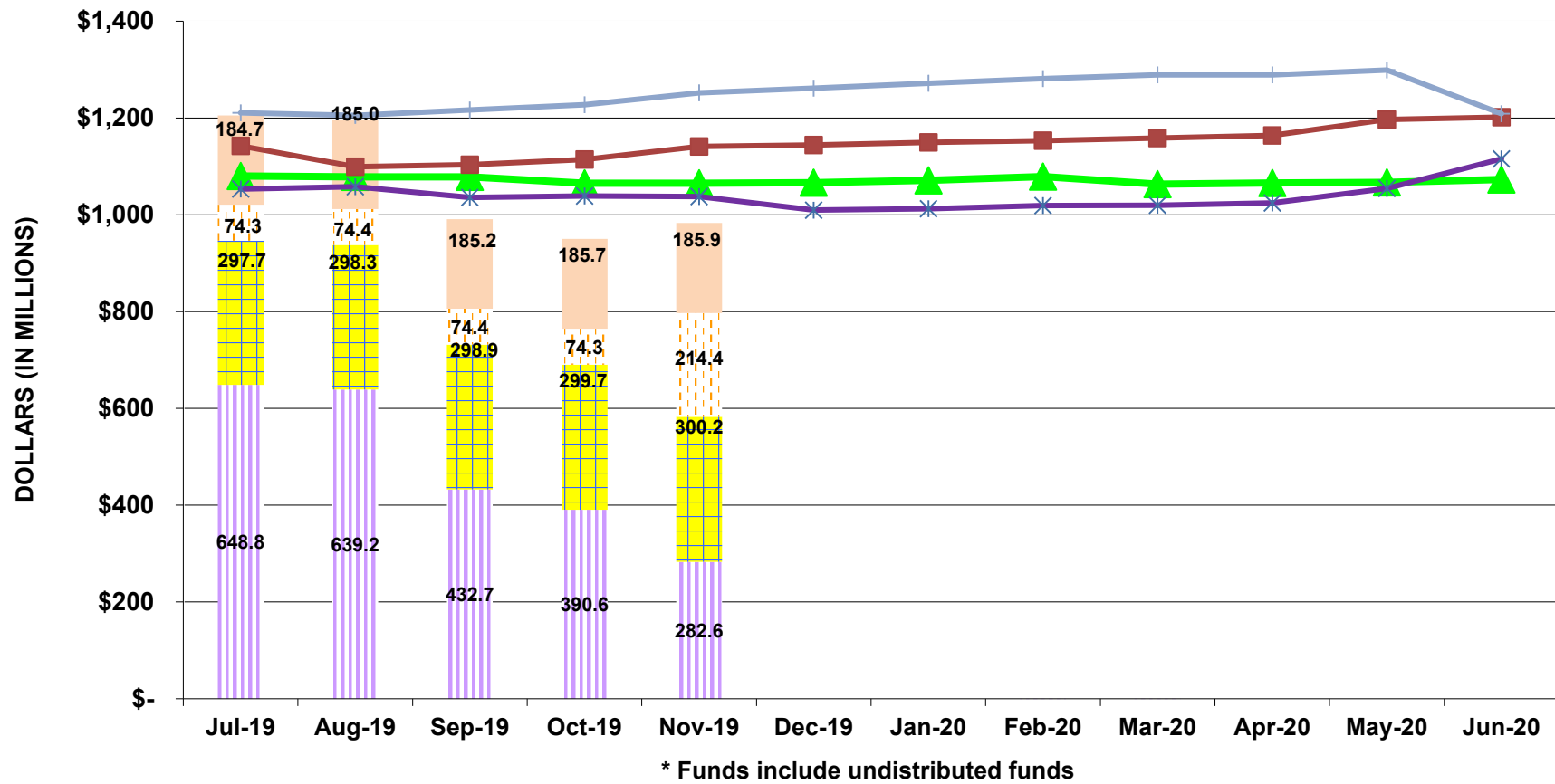
MTC SAFE FUNDS November 2019



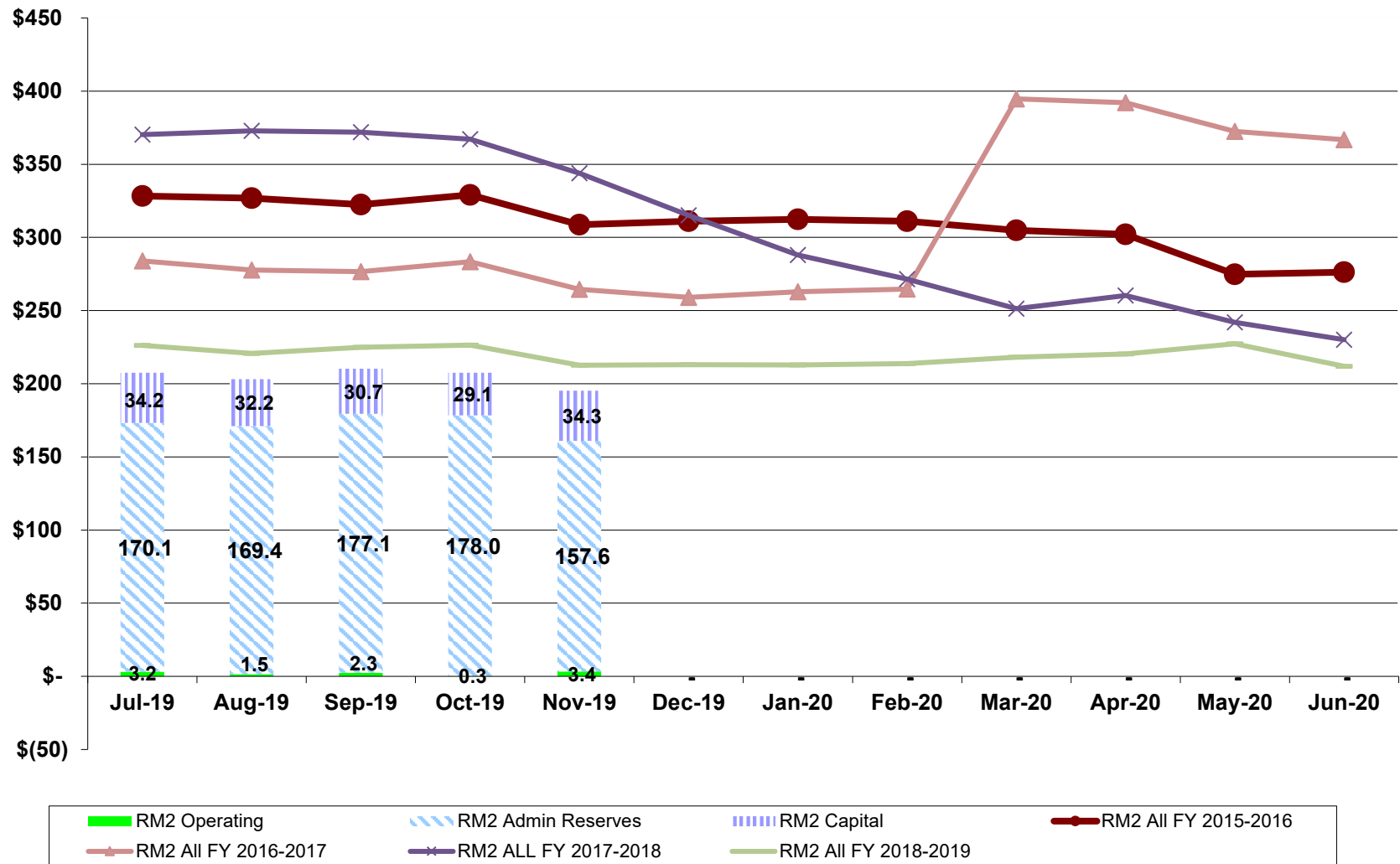
BATA PROJECTS November 2019



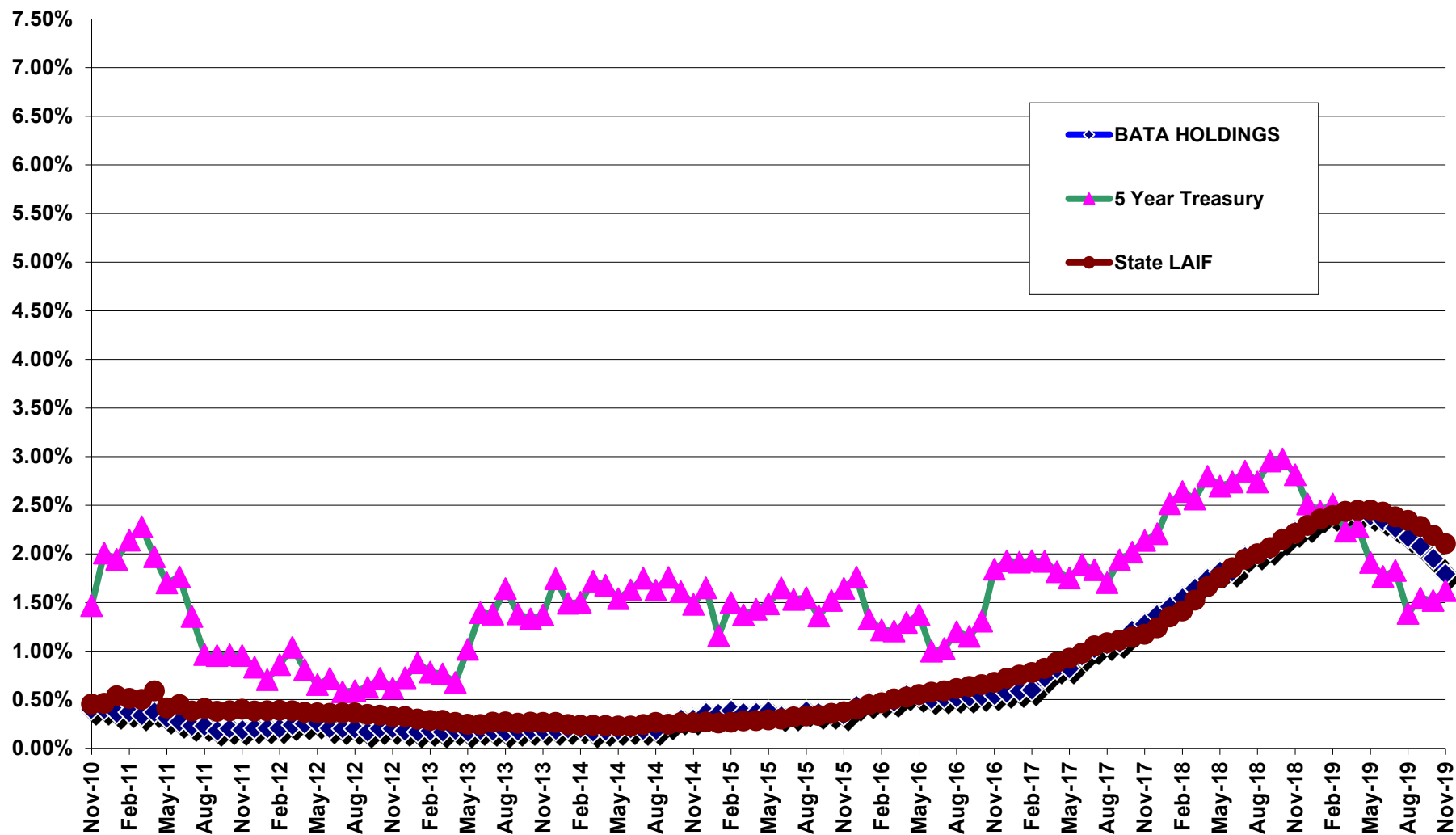
BATA ADMIN November 2019



REGIONAL MEASURE 2 FUNDS November 2019



Investment Rate Benchmarks November 2019 (BATA)





Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 20-0106 **Version:** 1 **Name:**

Type: Report **Status:** Consent

File created: 1/3/2020 **In control:** Administration Committee

On agenda: 2/12/2020 **Final action:**

Title: MTC Financial Statements for November 2019

Sponsors:

Indexes:

Code sections:

Attachments: [2c_20-0106_Financial_Statement_Nov'2019x.pdf](#)

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

Presenter:
Raymond Woo

Recommended Action:
Information

Metropolitan Transportation Commission Administration Committee

February 12, 2020

Agenda Item 2c

MTC Financial Statements for November 2019

Subject: MTC Financial Statements for the five-month period ending November 30, 2019.

MTC's financial statements as of November 30, 2019 include the following major highlights:

(1) **Operating Balance:** For the five-month period ending November 30, 2019, we have collected \$29 million of revenue, recorded expenditures of \$18 million and have encumbered \$19 million of contracts.

(2) **Operating Income:** State Funding, Local funding Revenues and Transfers from other funds are below budget which is mainly due to the following:

State Funding Revenue:

California State Transportation Agency (CalSTA) – The \$4.7 million remaining balance under this grant is currently fully encumbered and since this grant will be expiring on June 30, 2021, the remaining balance will be expended prior to the expiration date.

Local Funding Revenue:

Transportation Fund for Clean Air (TFCA) - the funding agreement for TFCA does not get executed until the later part of the year.

Pavement Management - Revenues are part of the annual license fee and technical service plan on pavement management. The technical service plan is paid in one lump sum upon completion of work.

Miscellaneous Revenues - \$1.9 million of the budget is for revenues from cities which is used as a local match for our federal Surface Transportation Block Grants (STBG) and Congestion Mitigation and Air Quality (CMAQ) grants. The timing of grant funding reimbursement is based on STBG and CMAQ grant expenditures.

Transfers from Other Funds:

BATA 1% - Year-to-date transfers agree with actuals because the 1% Bay Area Toll Authority (BATA) administration fee was transferred at the beginning of the year.

Transfers in STA - Occur on reimbursement basis.

Membership Dues – The Association of Bay Area Governments (ABAG) membership dues surcharge transfer of \$530,000 will occur during the fiscal year when all dues are collected. Based on the timing of grant funded projects it is not unusual for revenues to be lower than projected.

(3) **Operating Expenditures:** Salaries and Benefits are slightly behind due to the timing differences of the Indirect Cost Allocation Plan (ICAP) rate approval. The ICAP will be updated in the December report. Contract expenses including encumbrances are \$22.7 million (56%). The timing of contract expenditures is more closely tied to project work which may trend over multiple fiscal years instead of a single fiscal year.

(4) **Federal Grants:** During the 2019-20 fiscal year we will be applying for 11 new grants and amending for the following STBG, CMAQ and State grants as follows:

- Seven STBG – totaling \$22.2 million;
- Five new CMAQ improvement grants totaling \$45.2 million; and
- Five new State Grants totaling \$ 6 million.

The combined \$238.9 million in active grants were expended as follows:

- \$3.6 million were spent under staff costs.
- \$72 million were expended and encumbered on various consultants that are detailed on pages 17 thru 20 under Grant Funded Consultants.
- There was one grant that was fully spent and will be closed out during the FY 2019-20.

The remaining balance is currently \$163.3 million.

(5) **Actions under Executive Director Signature Authority:** Please see Attachment A, pages 24 and 25 for relevant actions.

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

Issues: None.

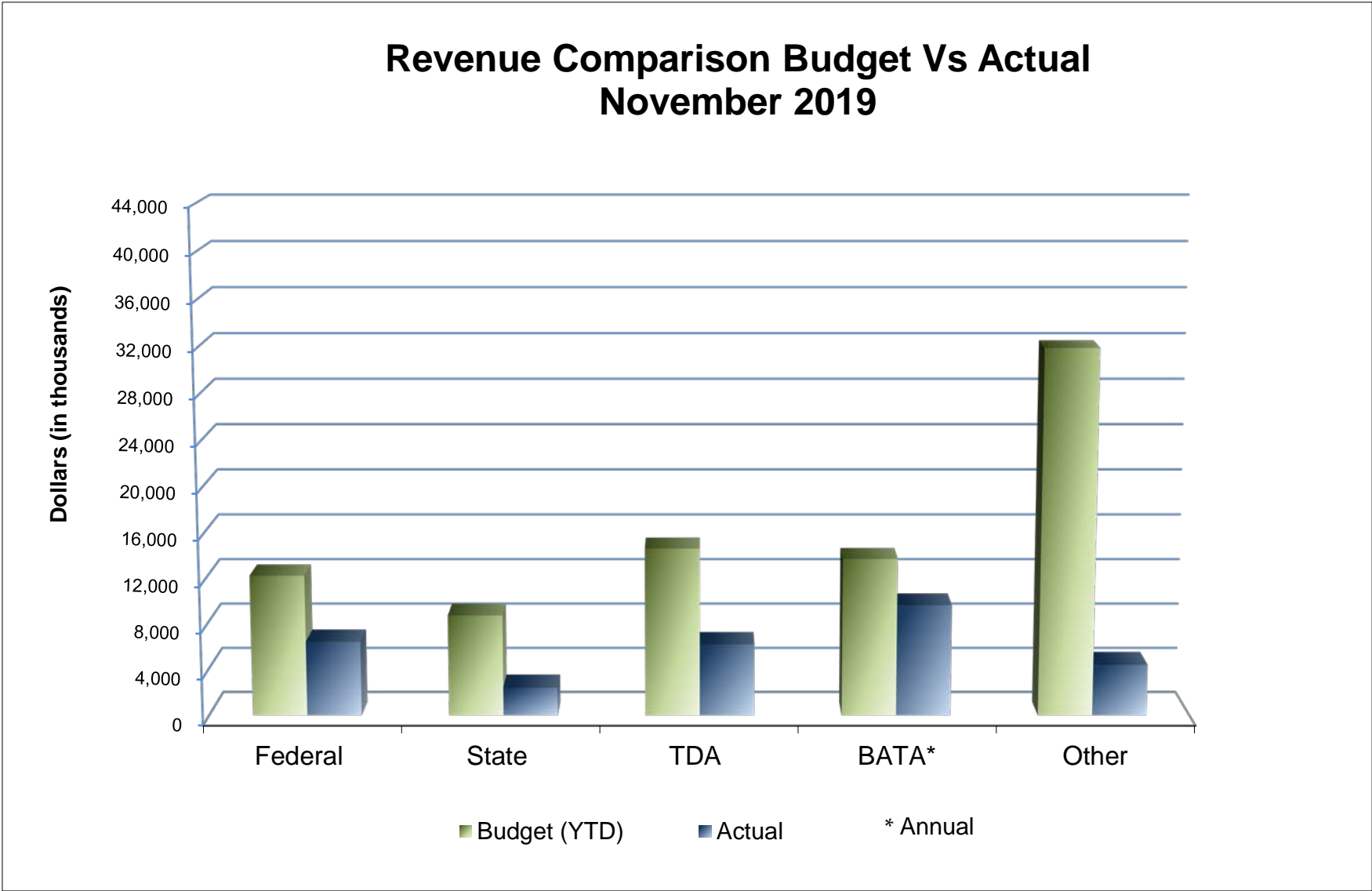
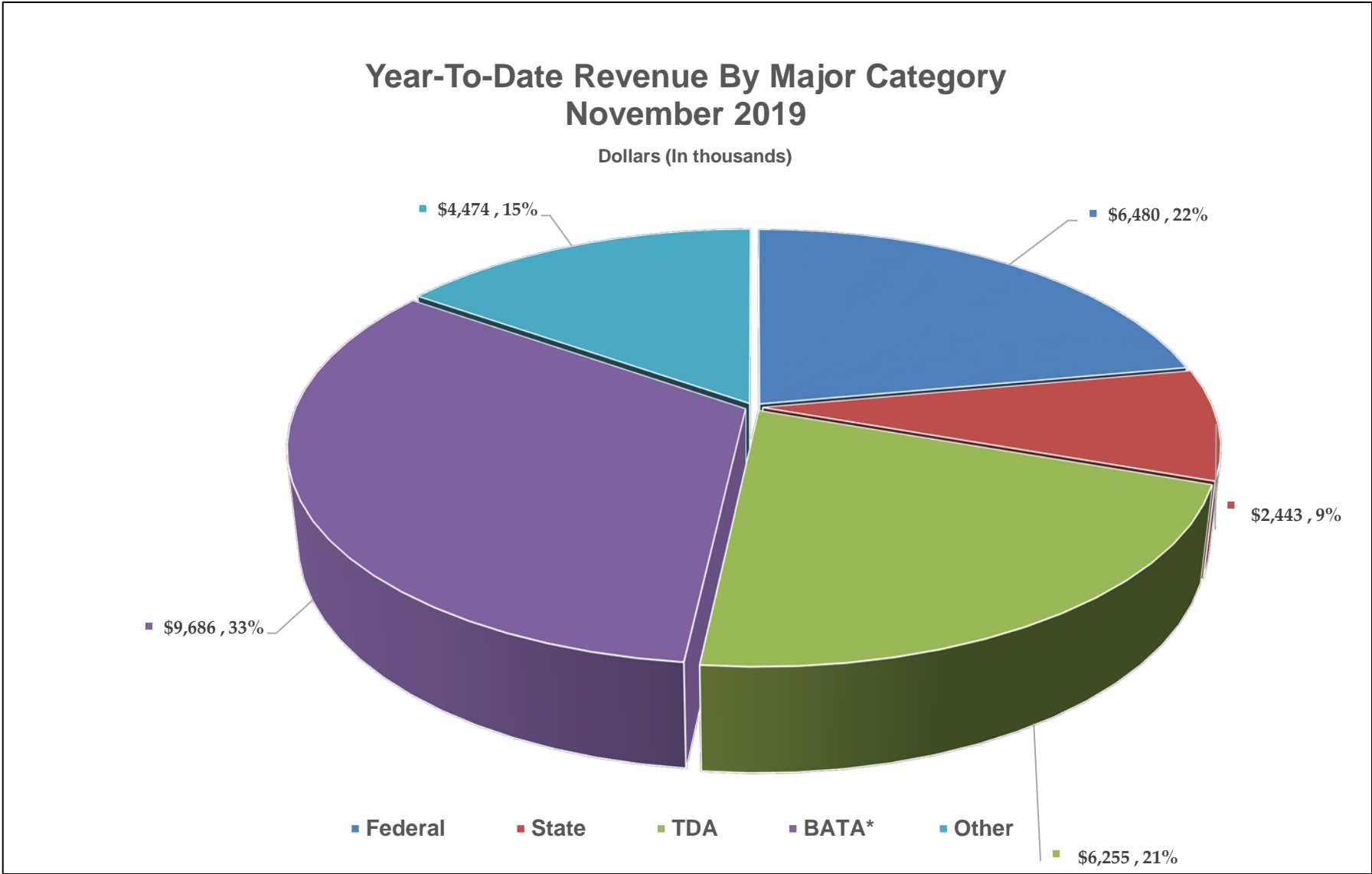
Recommendation: This item is provided for information only and no action is required of the Committee.

Attachments: Attachment A – Financial Statements for period ending November 30, 2019


Therese W. McMillan

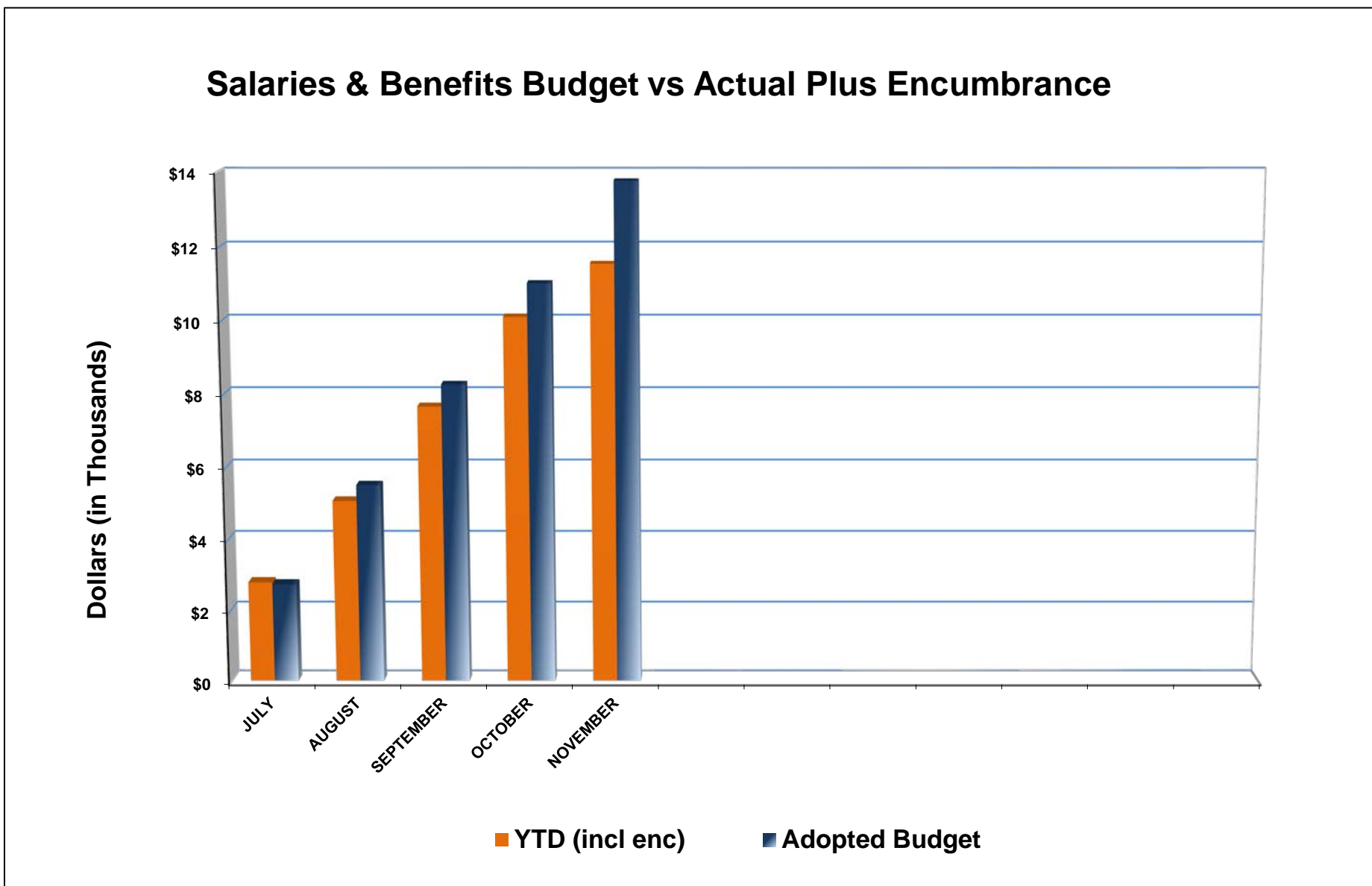
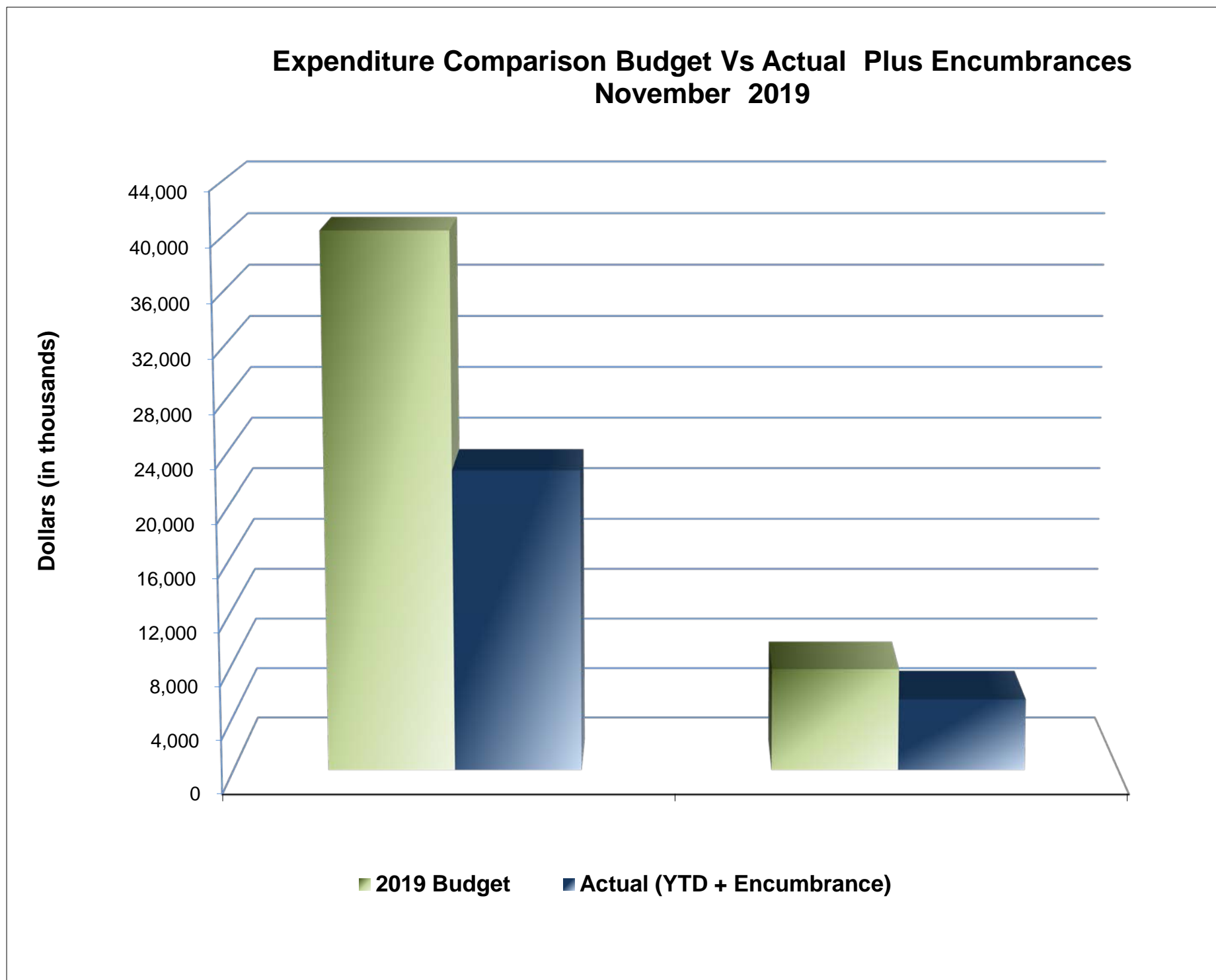
OPERATING INCOME
MTC OPERATING BUDGET FOR FY 2019-20
 As of November 2019 (41.7% of year)

	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	6,254,852	(8,361,845)	42.8%
Interest	115,000	295,123	180,123	256.6%
General Fund Total	14,731,697	6,549,976	(8,181,721)	44.5%
Federal Planning Revenue:				
FHWA - PL	8,256,122	4,076,858	(4,179,264)	49.4%
FHWA SP&R	16,165	-	(16,165)	0.0%
FTA 5303	3,980,686	2,402,661	(1,578,025)	60.4%
Federal Planning Revenue Total	12,252,973	6,479,519	(5,773,454)	52.9%
State Funding Revenue:				
Statewide Trans. Improvement Program (STIP)	701,377	603,993	(97,384)	86.1%
Senate Bill 1 (SB1)	3,155,484	1,632,382	(1,523,101)	51.7%
California State Transportation Agency (CalSTA)	4,923,200	206,440	(4,716,761)	4.2%
State Funding Revenue Total	8,780,061	2,442,815	(6,337,246)	27.8%
Local Funding Revenue:				
Transportation Fund for Clean Air (TFCA)	1,257,954	-	(1,257,954)	0.0%
High-Occupancy Vehicle Lane (HOV)	520,000	232,234	(287,766)	44.7%
Pavement Management	2,182,139	381,796	(1,800,343)	17.5%
BAAQMD	351,067	320,485	(30,582)	91.3%
Miscellaneous	2,945,462	221,066	(2,724,396)	7.5%
Local Funding Revenue Total	7,256,621	1,155,580	(6,101,041)	15.9%
Transfers From Other Funds:				
BATA 1%	8,096,994	8,096,994	-	100.0%
Transfer BATA	5,612,443	1,589,067	(4,023,376)	28.3%
SAFE	2,496,321	208,388	(2,287,933)	8.3%
2% Transit Transfers	293,204	10,039	(283,165)	3.4%
Transfers in - STA	8,435,828	15,088	(8,420,741)	0.2%
Bay Trail 2% Bridge Tolls & 5%	723,421	398,535	(324,886)	55.1%
Membership Dues	530,000	-	(530,000)	0.0%
Transfer from or (to) Reserve/Capital/O.H.	11,990,831	2,390,838	(9,599,993)	19.9%
Transfers Total	38,179,043	12,708,950	(25,470,093)	33.3%
Total Operating Revenue	81,200,396	29,336,840	(51,863,555)	36.1%



OPERATING EXPENDITURES
MTC OPERATING BUDGET FOR FY 2019-20
As of November 2019 (41.7% 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	11,285,197	(21,753,242)	34.2%	252,894
Travel & Training	590,419	141,542	(448,877)	24.0%	60,006
Commission Expense					
Commissioner Expense	150,000	38,658	(111,342)	25.8%	-
Advisory Committees	15,000	5,050	(9,950)	33.7%	-
Printing & Graphics	137,700	16,563	(121,138)	12.0%	49,556
Computer Services	3,506,550	1,596,621	(1,909,929)	45.5%	1,141,024
General Operations	3,310,988	1,142,777	(2,168,211)	34.5%	1,216,715
Total operating	40,749,096	14,226,408	(26,522,688)	34.9%	2,720,196
Contract Services	40,451,298	3,813,413	(36,637,884)	9.4%	18,878,993
Total Operating Expenditures	81,200,396	18,039,821	(63,160,575)	22.2%	21,599,189



MTC CAPITAL BUDGETS
As of November 2019 (41.7% of year)

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

Bay Bridge Forward Project

Operating	Total Budget	Actual	Encumbrance	Balance
STP	9,038,923	968,723	-	8,070,200
CMAQ	7,499,000	(46,716)	-	7,545,716
RM2 Capital	13,400,000	432,391	-	12,967,609
SAFE Capital	975,000	1,660	-	973,340
Local - Cities	2,802,151	1,405,833	-	1,396,318
Revenue	\$33,715,074	\$2,761,890	\$0	\$30,953,184
Expense	\$33,715,074	\$2,761,890	\$20,852,764	\$10,100,420

LIFE TO DATE FEDERAL GRANT BUDGET
As of November 2019 (41.7% of year)

Fund Source	Project Description	Grant LTD Balance as of 7/1/2019	New & Amended Grants	Total Grants	Staff Actual	Consultant Actual	Enc.	Remaining Balance
STP GRANTS								
6084-180 1809	FPI	29,391	-	29,391	-	23,004	6,387	-
6084-186 1812	OBAG Regional PDA	2,125,228	-	2,125,228	-	98,128	2,027,101	-
6084-198 1818	Pavement Management	3,177,288	-	3,177,288	-	81,798	1,378,476	1,717,014
6084-199 1819	511 Traveler Information	884,772	-	884,772	2,388	306,251	324,264	251,869
6084-201 1820	Freeway Performance Initiative	564,588	-	564,588	-	5,365	525,704	33,520
6084-205 1822	Pavement Management	1,024,493	-	1,024,493	-	(1,500)	524,978	501,015
6084-206 1826	CMA Planning	38,102,828	-	38,102,828	-	606,264	7,192,736	30,303,828
6084-207 1827	MTC Planning	6,695,747	35,000	6,730,747	344,190	28,541	5,096	6,352,920
6084-213 1833	511 Next Generation	8,306,241	-	8,306,241	51,200	883,746	3,267,105	4,104,190
6084-222 1835	Incident Management	3,897,606	-	3,897,606	261,007	-	-	3,636,599
6084-225 1836	TMC Asset	1,071,911	-	1,071,911	60,990	-	-	1,010,921
6084-228 1838	Freeway Performance -SR 84	29,484	-	29,484	-	2,101	27,383	-
6084-232 1839	PDA Planning & Implementation	7,884,154	-	7,884,154	89,872	168,721	4,975,720	2,649,842
6084-226-1841	Arterial Operations Management	11,293,748	2,000,000	13,293,748	1,303,946	59,079	623,108	11,307,614
6084-227-1842	Enhance Arterial: CAT1	6,457,757	3,915,000	10,372,757	-	35,422	7,949,712	2,387,624
6084-230 1843	Commuter Parking O&M	2,469,073	-	2,469,073	-	-	41,961	2,427,113
6084-231 1844	Freeway Performance - I880 Corridor	2,834,286	-	2,834,286	-	13,846	914,644	1,905,796
6084-233 1845	Freeway Performance - I 680 Corridor	13,992,875	-	13,992,875	-	8,369	13,978,047	6,459
6084-235 1846	Bay Area Forward - TMS	2,488,143	-	2,488,143	5,871	-	347,015	2,135,257
6084-241 1847	Shared Mobility	2,497,680	-	2,497,680	41,100	-	600,000	1,856,580
6084-250 1850	511 - Traveler Information Program	1,146,030	4,553,970	5,700,000	662,970	-	-	5,037,030
6084-244 1852	Connected Automated Vehicle Projects	2,500,000	3,200,000	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		119,473,325	22,203,970	141,677,295	2,823,534	2,319,134	44,709,437	91,825,189
CMAQ GRANTS								
6084-160 1589	Arterial Operations	194,743	-	194,743	-	-	-	194,743
6084-188 1814	Regional Bicycle Program	64,080	-	64,080	60,031	-	-	4,049
6084-202 1824	Climate Initiatives	595,390	-	595,390	-	20,000	575,390	-
6084-209 1825	Operate Car Pool Program	5,872,198	-	5,872,198	43,668	389,887	1,850,021	3,588,622
6084-211 1828	Commuter Benefits Implementation	990,601	-	990,601	103,594	77,044	161,486	648,477
6084-210-1829	Incident Management	18,412,548	-	18,412,548	-	1,942,687	15,205,973	1,263,888
6084-215 1830	Spare the Air Youth Program	1,919,076	-	1,919,076	-	57,555	1,850,289	11,232
6084-216 1831	Arterial/Transit Performance/Rideshare	3,516,256	-	3,516,256	-	15,261	338,469	3,162,526
6084-208 1832	Vanpool Program	1,922,613	-	1,922,613	-	90,913	82,700	1,749,000
6084-212 1834	Connected Vehicles/Shared Mobility - TM	2,370,163	-	2,370,163	233,590	-	-	2,136,573
6084-220 1837	I-880 ICM Central	1,115,752	-	1,115,752	4,463	-	-	1,111,288
6084-219 1840	Bay Area Forward - BBF West Grand TSP	998,400	-	998,400	-	380	-	998,020
6084-242 1848	Regional Car Sharing	1,200,411	-	1,200,411	3,529	-	-	1,196,882
6084-243 1849	Targeted Transportation Alternatives	325,000	-	325,000	4,052	-	-	320,949
6084-254 1851	FPI - US 101	500,000	2,500,000	3,000,000	-	-	297,000	2,703,000
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	Climate Initiatives	-	10,875,000	10,875,000	-	-	-	10,875,000
TOTAL		39,997,230	45,215,000	85,212,230	452,927	2,593,726	20,361,327	61,804,249
FTA GRANTS								
CA57-X023 1623	New Freedom	82,591	-	82,591	-	-	82,578	13
CA37-X133 1627	JARC	77,310	-	77,310	-	35,408	41,902	-
CA37-X164 1629	JARC	45,757	-	45,757	-	-	45,757	0
CA37-X177 1630	JARC	632,055	-	632,055	-	3,251	66,813	561,991
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	-	-	450,307	2,134
64AM18-00758 1636		336,189	-	336,189	203,315	-	-	132,875
TOTAL		2,362,598	-	2,362,598	203,315	38,659	687,357	1,433,268

LIFE TO DATE FEDERAL GRANT BUDGET
As of November 2019 (41.7% of year)

Fund Source	Project Description	Grant LTD Balance as of 7/1/2019	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	4,651	-	-	326,794
CA000007-01	1342 Environmental Protection Agency (EPA)	545,039	-	545,039	6,193	8,046	-	530,800
EMF2016	1372 Federal Emergency Management Agency	11,679	-	11,679	11,636	-	43	(0)
CARB	2404 California Air Resources Board	1,906,439	-	1,906,439	-	151,202	729,057	1,026,180
14 -003	2800 Coastal Conservancy	363,387	-	363,387	-	-	100,000	263,387
10-092	2801 Coastal Conservancy	267,809	-	267,809	51,108	-	7,590	209,111
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		3,500,731	5,875,000	9,375,731	73,588	159,248	911,622	8,231,272
Total Federal Grants Budget		165,333,884	73,293,970	238,627,854	3,553,364	5,110,767	66,669,744	163,293,978
EMF2016	1372 Federal Emergency Management Agency	- Grant is fully spent and will be closed out in FY 2019-20						

CLIPPER OPERATING BUDGET
As of November 2019 (41.7% of year)

Clipper Operating	Total FY 2018-19 Budget	Actual	Encumbrance	Balance
RM2	3,469,614	897,551	-	2,572,063
STA	9,747,119	3,629,426	-	6,117,693
Clipper Escheatment	2,960,359	-	-	2,960,359
Transit Operators	23,773,381	5,169,265	-	18,604,116
Revenue	\$39,950,473	\$9,696,242	\$0	\$30,254,231
Expense	\$39,950,473	\$9,723,809	\$25,681,373	\$4,545,291

CLIPPER I - CAPITAL BUDGET (Life to Date)
As of November 2019 (41.7% 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	23,642,559	-	(9,569,994)
STP	31,790,753	34,369,615	-	(2,578,862)
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	1,932,383	-	8,347,054
WETA	603,707	618,862	-	-
Sales Tax	890,216	890,216	-	-
Revenue	\$230,409,357	\$222,125,916	\$0	\$8,283,441
Expense	\$230,409,357	\$210,999,160	\$13,510,837	\$5,899,360

CLIPPER II - CAPITAL BUDGET (Life to Date)
As of November 2019 (41.7% of year)

Clipper II - Capital	LTD Budget Thru FY 2018-19	Actual	Encumbrance	Project Balance L-T-D
STP	11,912,911	7,958,388	-	3,954,523
FTA	133,903,689	10,617,415	-	123,286,274
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	8,008,306	-	(5,597,465)
Revenue	\$220,599,324	\$27,343,912	\$10,238,007	\$193,255,412
Expense	\$220,599,324	\$21,663,536	\$10,238,007	\$188,697,781

DISBURSEMENT REPORT (Non- Federal Funded)
As of November 2019 (41.7% of year)

Work Element/Consultant		Budgeted	Expended	Encumbered	Balance
Support to the Commission					
	Consultants	200,000		35,188	
1051111 - Subtotal		200,000	-	35,188	164,812
Implement Public Information Program		2,481,457			
	Alta Planning and Design			15,000	
	Circlepoint		47,455	29,197	
	Consultants		194,312	1,728,445	
	Craft & Commerce, LLP		17,934	63,323	
	League f Women Voters			25,000	
1051112 - Subtotal		2,481,457	259,701	1,860,965	360,791
Regional Transportation Plan		1,640,144			
	AECOM		25,740	19,260	
	AECOM Technical Services			12,500	
	Arup North America Ltd.			15,000	
	Consultants		92,891	299,429	
	Craft & Commerce, LLP			30,000	
	Economic & Planning Systems			29,970	
	EMC Research			110,000	
	Exygy, Inc.		71,395	13,184	
	Urban Institute			87,025	
1051121 - Subtotal		1,640,144	190,026	616,368	833,750
Analyze Regional Data using GIS & Travel Models		2,115,306			
	Consultants			18,257	
	Corey, Canapary & Galanis		18,712	278,357	
	ETC Institute		54,106	25,232	
	Oakland Analytics		17,685	57,315	
	Parsons Brinkerhoff, Inc.			11,374	
	Redhill Group, Inc.		24,098	31,402	
	Resource Systems Group			205,093	
	RSG, Inc.		37,439	261,947	
	WSP USA Inc.			100,040	
1051122 - Subtotal		2,115,306	152,040	989,017	974,249
Airport/Seaport/Freight Planning		66,870			
	Cambridge Systematics			66,870	
1051124 - Subtotal		66,870	-	66,870	-

DISBURSEMENT REPORT (Non- Federal Funded)
As of November 2019 (41.7% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Active Transportation Planning	685,355			
Consultants			135,230	
1051125- Subtotal	685,355	-	135,230	550,125
Resiliency (Sea Level Rise/Adaptation) PL	2,406			
AECOM				
Bay Conservation & Development		2,406		
1051126 - Subtotal	2,406	2,406	-	0
Regional Trails	90,000			
1051127 - Subtotal	90,000	-	-	90,000
Resilience and Hazards Planning	88,196			
Consultants		1,151	6,755	
Rutherford & Chekene		13,001	67,289	
1051128 - Subtotal	88,196	14,152	74,044	0
Regional Research and Economic	140,375			
Bay Area Council Economics Ins.			10,000	
Consultants		3,500	16,500	
1051129 - Subtotal	140,375	3,500	26,500	110,375
Advocate Legislative Programs	475,000			
Carter, Welch & Associates		25,273		
Government Relations		100,000		
1051132- Subtotal	475,000	125,273	-	349,727
Agency Financial Management	863,302			
Milliman Actuarial		690		
Superion LLC		560		
SunGard Bi-Tech Inc.			1,194	
Gray CPA Consulting			3,000	
PWC		273,404	200,000	
1011152 - Subtotal	863,302	274,654	204,194	384,454

DISBURSEMENT REPORT (Non- Federal Funded)
As of November 2019 (41.7% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Administrative Services	1,049,359			
Koff & Associates			98,229	
Management Partners		2,384	49,716	
Carl Warren & Co.			87,050	
Pathways for High School		118,151	10,242	
Keenan & Associates			30,333	
San Jose State University			100,000	
Perfromance Based Ergonomics		10,329	14,667	
The Solis Group			21,852	
1011153 - Subtotal	1,049,359	130,863	412,090	506,406
Information Technology Services	2,118,821			
Informatix, Inc.		23,496	22,044	
Visual Strategies		17,701	226,792	
Management Partners			74,536	
Ruben Marcia			5,653	
Insight Public		35,824		
SSP Data		1,863	122,584	
Core BTS Inc.		21,917	39,318	
Elite Automotion LLC		3,250	30	
KIS Computer Center		11,550	12,960	
SAGE Software			1,145	
Larry Cabrera		8,388	16,612	
1011161 - Subtotal	2,118,821	123,988	521,673	1,473,159
Performance Measurement and Monitoring	405,861			
Consultants			125,000	
Exygy, Inc.		72,684	207,055	
1051212 - Subtotal	405,861	72,684	332,055	1,122
Regional Rideshare Program	1,266,328			
Enterprise Rent-A-Car		115,238	405,600	
Parsons Brinkerhoff		83,341	9,374	
1051222 - Subtotal	1,266,328	198,579	414,974	652,775
Support Regional Operations Program	701,526			
Iteris Inc.		6,711	65,052	
Consultants			83,763	
Kimly Horn			394,000	
1051223 - Subtotal	701,526	6,711	542,815	152,000

DISBURSEMENT REPORT (Non- Federal Funded)
As of November 2019 (41.7% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Implement Regional Traveler Information Services	635,472			
Civic Resource Group		9,557	23,978	
Consultants		24,333	2,900	
Iteris Inc.			139,909	
Kimly Horn & Associates			2,029	
1051224 - Subtotal	635,472	33,890	168,816	432,766
Pavement Management Program (PMP)	3,298,367			
AMS Consulting			34,169	
Bellecci & Associates		2,753	5,735	
CA State University, Chico			100,000	
Capitol Asset & Pavement			35,936	
Devmecca.Com		590,854	952,497	
Fugro Roadware, Inc.		172	26,370	
Harris & Associates			28,193	
Nichols		36,093	321,046	
Nichols Consulting			49,713	
Pavement Engineering Inc.		3,859	24,587	
Quality Engineering Solutions		1,973	23,089	
URS Corporation			55,151	
1051233 - Subtotal	3,298,367	635,703	1,656,486	1,006,178
Arterial Operations	1,871,672			
City of San Rafael		-	207,844	
City of Concord		-	588,854	
DKS Associates		3,692	11,086	
City of hayward		-	53,554	
Iteris, DBA, MMA		26,796	155,142	
Kimly Horn		4,637		
City of Pleasanton		-	47,644	
City of San Francisco		-	95,764	
1051234 - Subtotal	1,871,672	35,125	1,159,888	676,659
Incident Management	600,870			
Circlepoint			63,650	
Consultants			112,600	
City of Fremont			57,286	
Iteris, Inc.			124,000	
Kimly Horn		9,264	24,140	
1051235 - Subtotal	600,870	9,264	381,676	209,930
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

DISBURSEMENT REPORT (Non- Federal Funded)
As of November 2019 (41.7% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
	6,875,828			
Carshoft Technology Corporation		93,173		
Consultants			9,500	
Cubic Trasnportation Systems		366,312	958,798	
Moore,Iacofano, Goltsman			188,000	
Resource Development Association		24,213	56,506	
Vertiba,LLC		421,393	901,529	
1051311 - Subtotal	6,875,828	905,091	2,114,333	3,856,404
Climate Reslilience for People with Disabilitites	308,601			
World Institute on Disability		37,819	270,782	
1051313 - Subtotal	308,601	37,819	270,782	(0)
Climate Assessment Initiative	285,000			
Nelson \ Nygaard Consulting			75,000	
1051413 - Subtotal	285,000	-	75,000	210,000
East Palo Alto & Dumbarton Bridge Resilience Study	161,648			
AECOM		8,634	153,014	
1051415 - Subtotal	161,648	8,634	153,014	(0)
Regional Assistance Program	274,000			
Pieriott & Associates, LLC			62,000	
1051514 - Subtotal	274,000	-	62,000	212,000
State Programing, Monitoring and TIP Development	187,200			
Consultants			187,200	
1051515 - Subtotal	187,200	-	187,200	-

DISBURSEMENT REPORT (Non- Federal Funded)
As of November 2019 (41.7% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Transit Sustainability Project	6,550,056			
Arup North America Ltd.			3,684	
BART			42,857	
Golden Gate Bridge & Highway			42,857	
HDR Engineering Inc.		206,440	4,713,077	
Napa Valley Transportation Authority			30,000	
Nelson Nygard			6,840	
Parsons Brinckerhoff, Inc.		1,100	102,140	
Sonoma County Transit			30,000	
Sonoma County Transportation			32,538	
Sonoma County Transportation			30,000	
UCLA		10,039	11,628	
Water Transit Authority			30,000	
WestCat			30,000	
1051517 - Subtotal	6,550,056	217,579	5,105,620	1,226,857
Transportation for Livable Communities Program	607,242			
California Housing Partnership			12,750	
Consultants		516	36,194	
Fehr & Peers Associates			17,797	
Nelson Nygard		7,744	26,077	
Placeworks		8,492	26,535	
TJKM Transportation Consultant		505	20,733	
1051611 - Subtotal	607,242	17,257	140,086	449,899
Climate Adaptation Consulting (BARC)	194,384			
Consultants		6,331	8,669	
Hassell esign Ltd.			20,000	
San Francisco Estuary Institute		11,573	13,427	
Tom Leader Studion, Inc.			20,000	
1051612- Subtotal	194,384	17,904	62,096	114,384
Road Maintenance and Rehabilitation	285,445			
Consultants		9,074	50,926	
Hassell Design Ltd.		24,928	90,113	
State Coastal Conservancy		16,078	13,922	
Tom Leader Studio, Inc.		14,855	142,218	
1051613- Subtotal	285,445	64,935	297,179	-
Connecting Housing and Transportation	149,999			
Baird & Driskell Planning			23,500	
Community Outreach			6,000	
Consultants		14,505	25,001	
Translght LLC		10,607	70,386	
1051615- Subtotal	149,999	25,112	124,887	(0)

DISBURSEMENT REPORT (Non- Federal Funded)
As of November 2019 (41.7% of year)

Work Element/Consultant		Budgeted	Expended	Encumbered	Balance
Regional Advance Mitigation Projects		100,000			
	Consultants		50,000		
1051616- Subtotal		100,000	50,000	-	50,000
Technical Assistance Strategic Planning		82,856			
	Estolano Lesar Advisors		28,277	14,135	
1051617- Subtotal		82,856	28,277	14,135	40,444
Affordable Mobility Pilot Program		248,278			
	TransForm		42,647	205,632	
1051618- Subtotal		248,278	42,647	205,632	(1)
General Operations c/o		225,325			
1011998 & 1011999		225,325	-	-	225,325
Legal		1,098,750			
	Davis Wright TR Legal Fees		10,044		
	Glen & Finley LLP		20,470	19,778	
	Hanson Bridgett		3,208	51,880	
	Meyers Nave		325	32,558	
	BEST BEST & Kreiger LLP		2,570	33,123	
	Rene Public Law Group		92,982	310,842	
	Farella Braun And Martel LLP		-	20,000	
1060000 - Subtotal		1,098,750	129,599	468,180	500,971
Total Operating Contract Services		40,451,297	3,813,413	18,878,993	17,835,560
Bay Area Forward - Capital					
11051237 - Subtotal		19,156,767	1,824,845	2,587,762	14,744,160
Total Non-Federal Grant Funded		59,608,064	5,638,258	21,466,755	32,579,720

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of November 2019 (41.7% of year)

Work Element/Consultant	Expended	Encumbered
Regional Transportation Plan		
Consultants		50,082
San Francisco Transportation Authority		24,850
1051122 - Subtotal	-	74,932
Regional Trails		
East Bay Regional Park District		100,000
Petaluma Small Craft Center		7,590
1051127 - Subtotal	-	107,590
Analyze Regional Data using GIS & Travel Models		
Consultants	25,000	
Enterprise Renta-A-Car	90,913	82,700
Parsons Brinkerhoff	441,931	2,036,507
Parsons Brinkerhoff		484,700
Sonoma County Transportation		28,038
Valley Transportation Authority		70,000
1051222 - Subtotal	557,844	2,701,945
Support Regional Traveler Information Services		
Kimley-Horn and Associates		351,663
1051223 - Subtotal	-	351,663
Regional Traffic Information Services		
Civic Resource Group	300,604	182,630
Faneuil Inc.,	171,384	437,549
Iteris, Inc.	712,362	1,810,080
Kimley-Horn & Associates	5,648	573,724
1051224 - Subtotal	1,189,998	3,003,983

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of November 2019 (41.7% of year)

Work Element/Consultant	Expended	Encumbered
Pavement Management Program (PMP)		
AMS Consulting		263,731
Bellecci & Associates	21,247	44,265
Capitol Asset & Pavement Services		277,364
Fugro Roadware, Inc.		204,858
Harris & Associates		217,607
Nichols Consulting Engineers	14,214	527,473
Pavement Engineering Inc.	29,781	189,773
Quality Engineering Solutions	15,227	178,211
1051233 - Subtotal	80,469	1,903,282
Arterial Operations Coordination		
AC Transit		2,300,000
City of Emeryville		726,913
City of San Rafael		704,691
DKS Associates	28,497	95,294
City of Hayward	-	263,279
IBI Group		195,000
Iteris, DBA MMA	4,092	164,842
Kimly Horn	31,940	320,827
City of Pleasanton		233,791
City of San Jose		1,342,688
City of San Ramon		444,949
City of San Francisco		469,566
TJKM Transportation Consultant		23,406
Town of Los Gatos		643,662
City of Union City		618,916
1051234 - Subtotal	64,529	8,547,824
Implement Incident Management Program		
AC Transit	-	308,160
Consultants	7,448	182,552
MNS Engineers (former S&C)	174,938	1,183,767
Parsons Transportation Group		1,885,300
Sturgeon Electric California	1,755,320	11,603,770
URS Corporation	4,981	42,424
1051235 - Subtotal	1,942,687	15,205,973

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of November 2019 (41.7% of year)

Work Element/Consultant	Expended	Encumbered
Lifeline Program		
Contra Costa County		9,924
County of Contra Costa	3,251	26,470
Cycles of Change		751
San Mateo County Human Service		29,668
1051310 - Subtotal	3,251	66,813
Implement Lifeline Transportation Program		
Marin Transit		45,757
Peninsula Family Services	35,408	41,902
1051311 - Subtotal	35,408	87,659
Lifeline Planning		
Alta Plannign & Design	57,555	1,850,289
Silicon Valley Bicycle Coalition	20,000	575,390
1051413 - Subtotal	77,555	2,425,679
Federal Programming, Monitoring and TIP Development		
ECCTA		450,307
1051512 - Subtotal	0	450,307
New Freedom - Non - Planning Funds		
County Connection		15,000
Outreach & Escort Inc.		183,977
San Mateo County Transit District		67,578
1051518 - Subtotal	-	266,555
Transportation for Livable Communities		
Bay Conservation & Development	28,541	5,096
City of Berkeley		79,975
City & County of San Francisco		500,000
City of San Rafael		339,704
City of Santa Rosa		763,636
City of Union City		800,000
Consultant	75,204	119,993
City of El Cerrito		317,844
Fehr & Peers Associates	18,100	137,363
Nelson Niggard	59,773	413,429
City of Oakland		34,800
Placeworks	75,547	194,805
City and County of San Francisco		400,000

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of November 2019 (41.7% of year)

Work Element/Consultant	Expended	Encumbered
City of San Jose		437,119
Santa Clara VTA		1,512,447
City of Sunnyvale		335,200
TJKM Transportation Consultant	12,707	160,023
City of Vacaville	25,518	324,482
Valley Transportation Authority		132,000
1051611 - Subtotal	295,390	7,007,916
Ninyo & Moore Geotechnical	8,046	
1051615 - Subtotal	8,046	0
Affordable Mobility Pilot Program		
Transform	151,202	729,057
1051618 - Subtotal	151,202	729,057
Fund 190 CMA PLANNING	606,090	6,984,313
Total Federal Grant Funded	5,012,469	49,915,534
Bay Area Forward - Capital		
11051237 - Subtotal	98,298	16,754,210
Total Federal Grant Funded	5,110,767	66,669,744

CAPITAL PROJECTS DISBURSEMENT REPORT
As of November 2019 (41.7% 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	 33,715,074			
Staff Costs		838,746		
California Engng. Contractors			26,154	
California Highway Patrol			26,154	
Caribou Public Relations			686,231	
CONSULTANTS (PO)			1,784,638	
CONTRA COSTA TRANSP AUTHORITY		1,688	432,650	
GRAY-BOWEN-SCOTT		8,369	13,978,047	
HDR Engineering, Inc.		0	80,000	
KIMLEY-HORN		25,105	176,376	
Kittelson & Associates		63,136	489,150	
Kittelson & Associates, Inc		0	330,000	
LUUM		0	125,000	
MTC STAFF COSTS		143,000	-143,000	
O.C. Jones & Sons, Inc.		1,249,455	1,005,654	
Parsons Transportation Group		0	850,798	
Placeworks		0	45,711	
San Mateo County Transit Dist		0	27,390	
Steer Davis & Gleave Inc.		0	300,000	
Transp Mobility Solutions		0	41,961	
Wilson, Sparling & Associates		0	30,000	
WSP USA Inc.		428,152	391,848	
WSP USA, Inc.		0	100,000	
WSP, USA INC.		4,239	68,001	
Subtotal	33,715,074	2,761,890	20,852,764	10,100,420

CLIPPER PROJECTS DISBURSEMENT REPORT
As of November 2019 (41.7% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Clipper Operating	39,950,473			
AC Transit		\$61,200	\$142,800	
AT&T			\$246,951	
Caribou Public Relations		\$74,243		
CONSULTANTS (PO)		\$159,540		
CUBIC Transportation Systems		\$8,186,711	\$23,856,404	
Faneuil, Inc.		\$138,322		
MOORE, IACOFANO, GOLTSMAN		\$367,127	\$534,508	
MTC STAFF COSTS		\$567,809	\$677,867	
Nematode Holdings		\$123,778	\$169,741	
Resource Development Assoc.		\$45,078	\$53,103	
320122116 Clipper Operating Expenses	\$39,950,473	\$9,723,809	\$25,681,373	\$4,545,291
Clipper I - Capital	230,409,357			
Staff costs		13,842,343		
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		22,619,642		
Caporicci & Larson		11,530		
Consultants		5,019,714		
Cornerstone Transp. Consulting		110,119		
CH2M Hill			1,312,551	
Cubic Transportation Systems		94,622,714	8,724,563	
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		1,082,499	94,726	
KPMG consulting		1,127,033		
Local Government Services		915,517		

CLIPPER PROJECTS DISBURSEMENT REPORT

As of November 2019 (41.7% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
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 Corridor Joint Powers		2,079,685		
Pricewaterhouse Coopers		40,000		
Samtrans		149,013		
San Francisco Muni		579,882		
Santa Clara VTA		1,636,101		
SBC/MCI		1,128		
SF Muni		431,580		
Shiralian Management Group		83,160		
Synapse Strategies		437,245		
Solano County Transit		165,480		
Solutions for Transit		192,013		
Thompson Coburn LLP		19,459		
Valley Transportation Authority		2,265,500		
VenTek Transit, Inc.		842,352		
Water Emergency Transportation Authority		127,867		
RM2 Capital construction		16,440,738	3,378,997	
310 Clipper Capital I - Total Expenses	\$230,409,357	\$210,999,160	\$13,510,837	\$5,899,360
Clipper II- Capital	220,599,324			
CH2M Hill		505,489		
CUBIC		4,254,595		
IBI GROUP		3,571,045		
Invoke Technologies		343,890		
KPMG CONSULTING		245,435		
MTC STAFF COSTS		6,786,047	1,408,928	
Thompson Coburn LLP		613,965		
CUBIC		5,040,519		
IBI GROUP		273,198	8,456,161	
Invoke Technologies		27,082	172,918	
Thompson Coburn LLP		2,270		
VenTek Transit, Inc.		0	200,000	
312 Clipper II - Total Expenses	\$220,599,324	\$21,663,536	\$10,238,007	\$188,697,781

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

		November, 2019
SHI		4,677
	Software License Renewal	
Noah Berger		25,000
	Printing and Reproductions	
Insight Public Sector		11,685
	Copier and Maintenance	
Gabriele Muselli Catering		7,595
	Catering	
Doc Point Solutions		6,555
	Software License Renewal	
SSP Data		50,000
	Technology Consultant	
Insight Public Sector		15,510
	Software License Renewal	

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

Consultant	Purpose	November, 2019
None this month		



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 20-0107 **Version:** 1 **Name:**

Type: Report **Status:** Consent

File created: 1/3/2020 **In control:** Administration Committee

On agenda: 2/12/2020 **Final action:**

Title: Monthly Travel Report and International Travel Request

Sponsors:

Indexes:

Code sections:

Attachments: [2d_20-0107_Monthly_Travel_Reportx.pdf](#)

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

Presenter:
Raymond Woo

Recommended Action:
Committee Approval

Metropolitan Transportation Commission Administration Committee

February 12, 2020

Agenda Item 2d

Monthly Travel Report and International Travel Request

Subject: Monthly Travel Report and International Travel Request for the five-month period ending November 30, 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:

BATA and Caltrans toll bridge staff have been invited to participate at three international bridge conferences to discuss best industry practices on bridge asset management, safety, maintenance and rehabilitation that can be applied to BATA's portfolio of bridges. The conferences are as follows:

- Big Bridges Workshop in Brisbane, Australia from May 5 through May 6, 2020;
- 2020 Structural Faults & Repair/European Bridge Conference from June 16 through June 18, 2020 in Edinburgh, United Kingdom; and
- Tenth International Conference on Bridge Maintenance, Safety, and Management 2020 in Sapporo, Japan from June 28 through July 2, 2020.

The conferences bring together academics, researchers, and practicing professionals to share experiences and bridge the gap between theory and practice on bridge repair and rehabilitation issues, bridge management systems, needs of bridge owners, financial planning, whole life costing and investment for the future, bridge related safety and risk issues, and economic and other implications.

Staff is seeking authorization for BATA and Caltrans staff to attend to the conferences and to set aside up to \$15,000 in available BATA FY 2019-20 Training and Travel Budget to cover this international travel. (See Attachment B - Summary of International Travel Request.)

Commissioner Travel:

None this month.

Budget Report:

As outlined in Attachment A, actual travel expenses for all combined MTC travel funds are below budget at 17%.

Issues: None.

Recommendation: Staff recommends that the Committee approve the BATA Toll Bridge senior staff international travel described in this Summary Sheet and Attachment B.

Attachments: Attachment A – Travel Report for FY 2019-20 (as of November 30, 2019)
Attachment B – Summary of International Travel Request



Therese W. McMillan

TRAVEL REPORT FOR FY 2019-20
As of November, 2019 (41.7% of year)

FUND	Budget	YTD Actual	% of Budget
MTC	\$439,819	\$69,269	16%
BATA	\$198,200	\$39,773	20%
SAFE	\$12,000	\$4,676	39%
Clipper	\$42,508	\$4,163	10%
Total	\$692,527	\$117,881	17%

REQUEST FOR COMMITTEE APPROVAL

Summary of International Travel Request

Work Item No.:	1251
Staff:	BATA and Caltrans Toll Bridge Staff
Travel Location:	<ul style="list-style-type: none">• Brisbane, Australia Big Bridges Workshop (May 5-6, 2020)• Edinburgh, United Kingdom Structural Faults & Repair/European Bridge Conference (June 16-18, 2020)• Sapporo, Japan Tenth International Conference on Bridge Maintenance, Safety, and Management 2020 (June 28-July 2, 2020)
Purpose of Travel	Discussing current and best industry practices on long-span bridge management, safety, maintenance and rehabilitation
Travel Cost Estimate:	Authorization for staff to attend the conferences and to set aside up to \$15,000 for associated travel expenses
Funding Source:	BATA Budget
Fiscal Impact:	Sufficient funds are available in the BATA FY 2019-20 and the FY 2020-21 (subject to Commission approval) Field Operations and Asset Management Section Training and Travel budgets.
Motion by Committee:	That BATA senior staff is authorized for international travel as described above and in the Administration Committee Summary Sheet dated February 12, 2020 and that the Chief Financial Officer is authorized to set aside funds in the amount of \$15,000 from the FY 2019-20 and the FY 2020-21 (subject to Commission approval) BATA Budgets for this purpose.
Administration Committee:	

Federal D. Glover, Chair

Approved: Date: February 12, 2020



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 20-0112 **Version:** 1 **Name:**
Type: Contract **Status:** Consent
File created: 1/3/2020 **In control:** Administration Committee
On agenda: 2/12/2020 **Final action:**
Title: Contract Amendment - StreetSaver® Software Development, Maintenance, and Support:
DevMecca.com, LLC (\$3,900,000)

Sponsors:

Indexes:

Code sections:

Attachments: [2e 20-0112 ContractAmendment DevMeccax.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Contract Amendment - StreetSaver® Software Development, Maintenance, and Support:
DevMecca.com, LLC (\$3,900,000)

Presenter:

Sui Tan

Recommended Action:

Committee Approval

Metropolitan Transportation Commission Administration Committee

February 12, 2020

Agenda Item 2e

Contract Amendment – StreetSaver® Software Development, Maintenance, and Support: DevMecca.com, LLC (\$3,900,000)

Subject: Staff requests Committee approval for a contract amendment in the amount of \$3,900,000 to the StreetSaver® Software Development, Maintenance and Support contract with DevMecca.com, LLC (DevMecca). The amendment provides an additional \$300,000 for Technical Service Plans (TSPs) in the current fiscal year and extends the contract for two additional years with an annual funding amount of \$1.8 million, subject to MTC’s annual budgetary approval process.

Background: MTC’s roadway asset management program, StreetSaver®, is designed to provide local jurisdictions with a set of recommendations, or “best practices”, for roadway infrastructure system preservation in order to help them use their limited local street and road funding in the most cost-effective manner. Currently, all 109 Bay Area jurisdictions use StreetSaver®, in addition to over 400 users nationwide. MTC uses StreetSaver® exclusively to report the pavement conditions for local streets and roads annually in Vital Signs – MTC’s regional performance trends and tracking website – and to estimate the region’s pavement needs for the regional transportation plan. Since 2008, StreetSaver® has been the analytical engine behind the California Statewide Local Streets and Roads Needs Assessment, providing credible and defensible data that helped pass Senate Bill 1 in 2017.

After a competitive procurement process, on November 1, 2017, MTC entered into a three-year contract with DevMecca, with the option of two, two-year extensions. The initial contract was for \$625,000 in FY 2017-18. Funding for subsequent years FY 2018-19 and FY 2019-20 of \$1.5 million each was included in the agency budget. In June 2018 and May 2019, the contract was amended to add \$200,000 and \$300,000 respectively for additional services, bringing the total amount for the three-year contract to \$4,125,000. The amendment being proposed would increase the contract to a five-year term, with a total not to exceed contract amount of \$8,025,000.

As more local agencies are switching to StreetSaver®, the need to provide TSPs has increased substantially. The TSPs typically consist of database conversions from other pavement management systems, GIS mapping integration, training, and other services requested by users. While software sales generated from license fees are more predictable, expected TSP sales are difficult to gauge. Therefore, staff is requesting to add \$300,000 to the

existing contract for FY 2019-20 in order to pay DevMecca for providing TSP services that were not anticipated at the start of the budget year. The funding to pay for the budget increase comes from the local jurisdictions that purchase the TSPs. Staff has recently negotiated TSP agreements with several jurisdictions including the City of Houston, TX, the Town of Hempstead, NY, and the Amador County Transportation Commission. Budget authority for the requested funds is included in the FY 2019-20 agency budget and payment for the services has already been provided by the customer agencies.

DevMeca has proven to be a valuable asset to StreetSaver® since 2006 and has consistently provided excellent customer service. MTC proposes to exercise its first option to extend the contract term for two additional years, for a total of five years.

DevMecca and its subcontractors' small business and disadvantaged enterprise status is shown in Attachment A.

Issues: None

Recommendation: Staff recommends that the Committee authorize staff to negotiate and enter into a contract amendment with DevMecca in an amount not to exceed \$300,000 to provide technical service plans as described above, as well as exercise the first option to extend the contract for two additional years with future funding of \$1.8 million per year for FY 2020-21 and FY 2021-22 subject to MTC's annual budgetary approval process.

Attachments: Attachment A – Small Business and Disadvantaged Enterprise Status; and Request for Committee Approval – Summary of Proposed Contract Amendment


Therese W. McMillan

Attachment A

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

Work Item No.: 1233

Consultant: DevMecca.com, LLC
Salem, OR

Work Project Title: StreetSaver® Software Development, Maintenance & Support Services

Purpose of Project: To provide technical service plans for StreetSaver® users

Brief Scope of Work: Provide database conversions from other pavement management systems, GIS mapping integration, training, and other services requested by users

Project Cost Not to Exceed: \$3,900,000 this amendment
Previous approved contract amount = \$4,125,000
Total approved contract amount based on this action = \$8,025,000

Funding Source: General Fund

Fiscal Impact: \$300,000 of the funding for this amendment is available in the FY 2019-20 agency budget; future funding of \$1.8 million is subject to approval in each of the FY 2020-21 and FY 2021-22 agency budgets.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with DevMecca.com, LLC for StreetSaver® software development, maintenance, and support services described above and in the Administration Committee Summary Sheet dated February 12, 2020 and that the Chief Financial Officer is authorized to set aside \$300,000 for such amendment, with future funding of \$1.8 million subject to approval in each of the FY 2020-21 and FY 2021-22 agency budgets.

Administration Committee:

Federal D. Glover, Chair

Approved: February 12, 2020



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 20-0119 **Version:** 1 **Name:**

Type: Contract **Status:** Consent

File created: 1/3/2020 **In control:** Administration Committee

On agenda: 2/12/2020 **Final action:**

Title: Contract Amendment - Pavement Management Technical Assistance Program (P-TAP) Round 21 (\$1,623,400); AMS Consulting, LLC (\$250,000), Nichols Consulting Engineers, CHTD (\$247,400), Capitol Asset & Pavement Services, Inc. (\$264,500); Harris & Associates, Inc. (\$224,300); Pavement Engineering, Inc. (\$181,100); Quality Engineering Solutions Inc. (\$180,600); Fugro Roadware, Inc. (\$175,500); Bellecci & Associates, Inc. (\$100,000)

Sponsors:

Indexes:

Code sections:

Attachments: [2f_20-0119_ContractAmend_PTAP21x.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Contract Amendment - Pavement Management Technical Assistance Program (P-TAP) Round 21 (\$1,623,400); AMS Consulting, LLC (\$250,000), Nichols Consulting Engineers, CHTD (\$247,400), Capitol Asset & Pavement Services, Inc. (\$264,500); Harris & Associates, Inc. (\$224,300); Pavement Engineering, Inc. (\$181,100); Quality Engineering Solutions Inc. (\$180,600); Fugro Roadware, Inc. (\$175,500); Bellecci & Associates, Inc. (\$100,000)

Presenter:

Christina Hohorst

Recommended Action:

Committee Approval

Metropolitan Transportation Commission Administration Committee

February 12, 2020

Agenda Item 2f

Contract Amendment - Pavement Management Technical Assistance Program (P-TAP) Round 21 (\$1,623,400): AMS Consulting, LLC (\$250,000), Nichols Consulting Engineers, CHTD (\$247,400), Capitol Asset & Pavement Services, Inc. (\$264,500); Harris & Associates, Inc. (\$224,300); Pavement Engineering, Inc. (\$181,100); Quality Engineering Solutions Inc. (\$180,600); Fugro Roadware, Inc. (\$175,500); Bellecci & Associates, Inc. (\$100,000)

Subject: A request for approval to amend contracts, totaling \$1,623,400, with eight Pavement Management Technical Assistance Program (P-TAP) consultants for one year.

Background: P-TAP provides Bay Area jurisdictions with assistance and expertise in implementing and maintaining a pavement management program. Projects eligible for funding include assistance with implementing and maintaining pavement management systems, and non-pavement asset management pilot projects. MTC has programmed over \$21.3 million in Federal Surface Transportation Program (STP) funds during the last twenty rounds of P-TAP, has funded for 837 projects, and has assisted all Bay Area jurisdictions with their pavement management needs. Local jurisdictions provide the required 11.47% local match that is applied to the P-TAP projects plus an additional 8.53% contribution that pays for a two-year StreetSaver® subscription for the jurisdiction.

These P-TAP Round 21 (FY 2019-20) contract amendments total \$1,623,400. Funding for the program is from approximately \$1.43 million STP funds in the One Bay Area Grant (OBAG) Program, and \$186,204 in local funds that are included in the FY 2019-20 agency budget. The amendments are proposed in the not to exceed amounts below:

AMS Consulting, LLC, Pleasanton, CA	\$250,000
Nichols Consulting Engineers, CHTD, Richmond, CA	\$247,400
Capitol Asset & Pavement Services, Inc., Salem, OR	\$264,500
Harris & Associates, Inc., Concord, CA	\$224,300
Pavement Engineering, Inc., San Luis Obispo, CA	\$181,100
Quality Engineering Solutions Inc., Conneaut Lake, PA	\$180,600
Fugro Roadware, Inc., Irvine, CA	\$175,500
Bellecci & Associates, Inc., Pleasanton, CA	\$100,000
Total Amendments:	\$1,623,400

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

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

On October 10, 2019, staff contacted all 109 Bay Area cities and counties to solicit projects for P-TAP Round 21. Requests totaled \$3.4 million for 69 projects from 56 jurisdictions. Staff recommends funding 38 Pavement Management System projects, and one Non-Pavement Asset Management pilot project, based on availability of funding and the scoring criteria established in MTC Resolution 4078, Revised. This scoring criteria gives priority to: jurisdictions that did not receive P-TAP funds in Round 20; jurisdictions requesting funds for Pavement Management System projects; small jurisdictions (those with few centerline miles); and jurisdictions with a lapsed or soon to be lapsed certification status. Attachment B is a list of all applications received and staff's recommendation for project funding.

Issues:

None.

Recommendation:

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

Attachments:

Attachment A: Summary of Each Firm's Small Business and Disadvantaged Business Enterprise Status;
Attachment B: Jurisdictions that Applied for Funding and Recommended Award Amounts; and
Request for Committee Approval – Summary of Proposed Contract Amendments



Therese W. McMillan

Attachment A

			DBE* Firm			SBE** Firm		
	Firm Name	Role on Project	Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	AMS Consulting, LLC	Pavement Management Project services	X	35907				
Prime Contractor	Bellecci & Associates, Inc.	Non-Pavement Asset Management services			X			
Subcontractor	Geografika Consulting	Pavement Management Project services	X	35814				
Prime Contractor	Capitol Asset & Pavement Services, Inc.	Pavement Management Project services			X			
Subcontractor	AMS Consulting, LLC	Pavement Management Project services	X	35907				
Subcontractor	Lewis Engineering	Pavement Management Project services	X	28890				
Prime Contractor	Fugro Roadware, Inc.	Pavement Management Project services			X			
Subcontractor	Quality Engineering Solutions Inc.	Pavement Management Project services	X	32661				
Prime Contractor	Harris & Associates, Inc.	Pavement Management Project services			X			
Subcontractor	Quality Engineering Solutions Inc.	Pavement Management Project services	X	32661				

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

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

**Denotes certification by the State of California.

Attachment B

Jurisdictions That Applied for Funding and Recommended Award Amounts

	Jurisdiction	County	Funding Requested	Consultant Assigned	Funding Recommended (\$) ^{1, 2}
1	Alameda	Alameda	\$ 37,479	Fugro	\$ 37,500
2	Berkeley	Alameda	\$ 64,458	Capitol	\$ 64,500
	Dublin	Alameda	\$ 45,030		\$ -
	Fremont	Alameda	\$ 100,000		\$ -
	Hayward	Alameda	\$ 169,248		\$ -
3	Livermore	Alameda	\$ 100,000	Capitol	\$ 100,000
4	Pleasanton	Alameda	\$ 192,366	AMS	\$ 64,200
5	San Leandro	Alameda	\$ 54,507	QES	\$ 54,600
Sub-totals:			\$ 763,088		\$ 320,800

	Brentwood	Contra Costa	\$ 57,534		\$ -
6	Concord	Contra Costa	\$ 93,024	Harris	\$ 93,100
7	Contra Costa County	Contra Costa	\$ 100,000	Capitol	\$ 100,000
8	Danville	Contra Costa	\$ 47,358	NCE	\$ 47,400
9	Lafayette	Contra Costa	\$ 27,603	AMS	\$ 27,700
10	Moraga	Contra Costa	\$ 17,577	QES	\$ 17,600
11	Oakley	Contra Costa	\$ 82,068	PEI	\$ 41,100
12	Orinda	Contra Costa	\$ 27,735	PEI	\$ 27,800
13	Pittsburg	Contra Costa	\$ 51,009	PEI	\$ 51,100
14	San Pablo	Contra Costa	\$ 15,000	PEI	\$ 15,000
15	San Ramon	Contra Costa	\$ 100,000	Bellecci	\$ 100,000
	Walnut Creek	Contra Costa	\$ 65,280		\$ -
Sub-totals:			\$ 684,188		\$ 520,800

16	Belvedere	Marin	\$ 15,000	QES	\$ 15,000
17	Corte Madera	Marin	\$ 15,000	QES	\$ 15,000
18	Marin County	Marin	\$ 100,000	NCE	\$ 100,000
19	Mill Valley	Marin	\$ 36,690	QES	\$ 18,400
20	Napa County	Napa	\$ 100,000	Harris	\$ 100,000
21	St. Helena	Napa	\$ 45,000	Harris	\$ 15,000
Sub-totals:			\$ 311,690		\$ 263,400

	San Francisco	San Francisco	\$ 100,000		\$ -
Sub-totals:			\$ 100,000		\$ -

	Jurisdiction	County	Funding Requested	Consultant Assigned	Funding Recommended (\$) ^{1, 2}
22	Atherton	San Mateo	\$ 16,110	Harris	\$ 16,200
23	Brisbane	San Mateo	\$ 15,000	Fugro	\$ 15,000
24	Burlingame	San Mateo	\$ 24,693	Fugro	\$ 24,700
25	East Palo Alto	San Mateo	\$ 15,000	Fugro	\$ 15,000
26	Foster City	San Mateo	\$ 16,200	Fugro	\$ 16,200
27	Hillsborough	San Mateo	\$ 24,960	Fugro	\$ 25,000
28	Menlo Park	San Mateo	\$ 57,624	AMS	\$ 28,900
29	Millbrae	San Mateo	\$ 52,479	PEI	\$ 17,500
30	Pacifica	San Mateo	\$ 27,039	Fugro	\$ 27,100
31	San Mateo	San Mateo	\$ 59,940	QES	\$ 60,000
	San Mateo County	San Mateo	\$ 92,868		\$ -
32	Woodside	San Mateo	\$ 15,000	Fugro	\$ 15,000
Sub-totals:			\$ 416,913		\$ 260,600
33	Campbell	Santa Clara	\$ 28,578	PEI	\$ 28,600
	Cupertino	Santa Clara	\$ 41,403		\$ -
	Los Altos	Santa Clara	\$ 33,402		\$ -
	Los Altos Hills	Santa Clara	\$ 37,458		\$ -
	Milpitas	Santa Clara	\$ 39,156		\$ -
	Mountain View	Santa Clara	\$ 42,018	AMS	\$ 42,100
34	San Jose	Santa Clara	\$ 200,000		\$ -
	Santa Clara County	Santa Clara	\$ 200,000		\$ -
Sub-totals:			\$ 622,015		\$ 70,700
35	Benicia	Solano	\$ 29,481	AMS	\$ 29,500
36	Dixon	Solano	\$ 19,452	AMS	\$ 19,500
	Fairfield	Solano	\$ 100,000		\$ -
37	Suisun City	Solano	\$ 23,010	AMS	\$ 23,100
	Vallejo	Solano	\$ 95,586		\$ -
Sub-totals:			\$ 267,529		\$ 72,100
38	Healdsburg	Sonoma	\$ 15,000	AMS	\$ 15,000
	Santa Rosa	Sonoma	\$ 100,000		\$ -
39	Sonoma County	Sonoma	\$ 100,000	NCE	\$ 100,000
Sub-totals:			\$ 215,000		\$ 115,000
Grand Totals:			\$ 3,380,423		\$ 1,623,400

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

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

REQUEST FOR COMMITTEE APPROVAL
Summary of Proposed Consultant Contract Amendments

Work Item No.: 1233

Consultants:

1. AMS Consulting, LLC, Pleasanton, CA (\$250,000)
2. Nichols Consulting Engineers, CHTD, Richmond, CA (\$247,400)
3. Capitol Asset & Pavement Services, Inc., Salem, OR (\$264,500)
4. Harris & Associates, Inc., Concord, CA (\$224,300)
5. Pavement Engineering, Inc., San Luis Obispo, CA (\$181,100)
6. Quality Engineering Solutions Inc., Conneaut Lake, PA (\$180,600)
7. Fugro Roadware, Inc., Irvine, CA (\$175,500)
8. Bellecci & Associates, Inc., Pleasanton, CA (\$100,000)

Project Title: Pavement Management Technical Assistance Program (P-TAP), Round 21

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

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

Project Cost Not to Exceed: \$1,623,400 as described below:
(\$1,437,196 – STP; \$186,204 Local Match)

Consultant	Amount This Contract Amendment	Total Contract Amount <i>(with This Amendment)</i>
AMS Consulting, LLC, Pleasanton, CA	\$250,000	\$1,073,900
Nichols Consulting Engineers, CHTD, Richmond, CA	\$247,400	\$1,270,467
Capitol Asset & Pavement Services, Inc., Salem, OR	\$264,500	\$1,029,300
Harris & Associates, Inc., Concord, CA	\$224,300	\$1,051,783
Pavement Engineering, Inc., San Luis Obispo, CA	\$181,100	\$825,500
Quality Engineering Solutions Inc., Conneaut Lake, PA	\$180,600	\$793,100
Fugro Roadware, Inc., Irvine, CA	\$175,500	\$749,900
Bellecci & Associates, Inc., Pleasanton, CA	\$100,000	\$230,000

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

Fiscal Impact: Funds for MTC share are available in the FY 2019-20 budget

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract amendment with each of the firms listed above, in the respective amounts listed above, to provide technical assistance in implementing P-TAP for jurisdictions in the San Francisco Bay Area as described above and in the Administration Committee Summary Sheet dated February 12, 2020, and the Chief Financial Officer is directed to set aside funds in the amount of \$1,623,400 for such contract amendments.

Administration Committee:

Federal Glover, Chair

Approved: Date: February 12, 2020



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 20-0122 **Version:** 1 **Name:**
Type: Contract **Status:** Committee Approval
File created: 1/3/2020 **In control:** Administration Committee
On agenda: 2/12/2020 **Final action:**
Title: Contract - Professional Auditing Services: Crowe LLP (\$1,066,000)

A request for approval of a five-year contract with Crowe LLP to provide the annual financial and compliance audit services, with two one-year renewal options, subject to annual budgetary approval. The contract amount for FY 2019-20 is not to exceed \$1,066,000. The estimated total amount of the five-year contract with 2.5 percent inflation assumption is \$5,178,601.

Sponsors:

Indexes:

Code sections:

Attachments: [3a 20-0122 Contract CROWEx.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Contract - Professional Auditing Services: Crowe LLP (\$1,066,000)

A request for approval of a five-year contract with Crowe LLP to provide the annual financial and compliance audit services, with two one-year renewal options, subject to annual budgetary approval. The contract amount for FY 2019-20 is not to exceed \$1,066,000. The estimated total amount of the five-year contract with 2.5 percent inflation assumption is \$5,178,601.

Presenter:

Brian Mayhew

Recommended Action:

Committee Approval

Metropolitan Transportation Commission Administration Committee

February 12, 2020

Agenda Item 3a

Contract – Professional Auditing Services: Crowe LLP (\$1,066,000)

Subject: A request for approval of a five-year contract with Crowe LLP to provide the annual financial and compliance audit services, with two one-year renewal options, subject to annual budgetary approval. The contract amount for FY 2019-20 is not to exceed \$1,066,000. The estimated total amount of the five-year contract with 2.5 percent inflation assumption is \$5,178,601.

Background: In December 2019, MTC issued a Request for Qualification (RFQ) to provide professional auditing services to perform the annual fiscal audit for MTC and ABAG. The following five firms responded to the RFQ, met the minimum qualifications, and were interviewed on January 15, 2020:

1. BDO USA LLP
2. Crowe LLP
3. Eide Bailly LLP
4. KPMG LLP
5. Macias Gini & O'Connell LLP

The interview panel consisted of MTC Audit Committee member Commissioner Amy Worth, ABAG President/Finance Committee member Jesse Arreguin, Chief Financial Officer Brian Mayhew, and five MTC Finance staff members. The evaluation criteria were as follows:

- 1) Experience and qualifications of the firm and assigned staff (25%)
- 2) Comprehensiveness and adequacy of detailed work plan (25%)
- 3) Reasonableness of task hours (20%)
- 4) Timetable for meeting deadlines (20%)
- 5) Value-added services, expertise, and experience (10%)

After thorough review of the proposals and the interviews, the panel recommends Crowe LLP to perform the annual fiscal audits for MTC.

Crowe LLP was determined to be the most qualified based on a combination of the strength of the staff's qualifications and experience, the capability to provide a wide range of different types of audits, the approach to the engagement and the labor resources available to meet the schedule. Crowe LLP is neither a small business nor a disadvantaged business enterprise and currently has no subcontractors.

In the event that MTC does not execute or discontinues the contract with Crowe LLP, MTC would proceed with contract negotiations with KPMG LLP and if such negotiations are unsuccessful with BDO USA LLP.

The following table shows the collective final average scores of the five proposers based on their proposals and interviews.

CRITERIA	Crowe	KPMG	BDO	MGO	E Bailly
Experience and qualification of firm and assigned staff (max 25 points)	23.3	18.6	21.3	19.6	19.9
Comprehensiveness and adequacy of detailed work plan (max 25 points)	23.6	23.5	20.9	16.6	15.8
Reasonableness of task hours (max 20 points)	14.7	20.0	17.8	15.7	14.8
Timetable for meeting deadlines (max 20 points)	18.5	17.6	18.4	17.6	16.5
Value-added expertise and experience (max 10 points)	9.3	9.0	8.1	6.4	6.1
Total (max 100 points)	89.4	88.7	86.5	75.9	73.1

The following are Crowe LLP's estimated hours and costs for MTC and its related entities for FY 2019-20:

Entities	Hours
MTC	2,720
BATA	1,240
SAFE	385
BAHA	415
BAIFA	590
375 BEALE CONDO	310
Total hours	5,660

Total estimated cost is \$1,066,000.

The following are Crowe LLP's estimated hours and costs for ABAG and its related entities for FY 2019-20:

Entities	Hours
ABAG	900
ABAG POWER	420
ABAG FAN	440
ACFA	300
SFBRA	300
Total Hours	2,360

Total estimated cost is \$467,700.

At the ABAG Finance Committee and Executive Board meetings in March, staff will recommend the selection of Crowe LLP to conduct the audits for ABAG and its related entities.

The recommended contract period is five years, with two optional single year extensions, for a total possible engagement of seven years. The reappointment of the audit firm is subject to annual approval and recommendation of the Audit Committee. The Audit Committee has the option to cancel the contract or direct a change during each year of the engagement.

Recommendation: The audit selection panel recommends that this Committee authorize the Executive Director or a designated representative to negotiate and enter into a contract with Crowe LLP in an amount not to exceed \$1,066,000 to provide the annual financial and compliance audit services for the five fiscal years ending in June 30, 2024 with two one-year renewal options, subject to the annual appointment by the Audit Committee and approval of the annual budget; and in the event that MTC does not execute or discontinues the contract with Crowe LLP, MTC would proceed with contract negotiations with KPMG LLP and if such negotiations are unsuccessful, with BDO USA LLP.


Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract

Work Item No.:	1152
Consultant:	Crowe LLP San Francisco, CA 94105
Work Project Title:	Professional Auditing Services
Purpose of Project:	To obtain services of an Independent Auditor
Brief Scope of Work:	To perform a comprehensive fiscal and compliance audit of MTC, MTC SAFE, BATA, BAIFA, BAHA, and 375 Beale Condominium Corporation (375 Beale Condo) for fiscal years ending June 30, 2020 through June 30, 2024. Auditor will render appropriate reports as required by Code of Regulations 2 CFR part 200 and in accordance with the financial and compliance type described in the Government Auditing Standards, published by the Comptroller General of the United States.
Project Cost Not to Exceed:	\$ 1,066,000 for FY 2019-20; estimated total amount of the five-year contract with 2.5 percent inflation assumption is \$5,178,601
Funding Source:	As budgeted in the respective entities/funds.
Fiscal Impact:	Project costs are included in the FY 2019-20 budget and subject to approval of annual budgets thereafter
Motion by Committee:	That the Executive Director or a designee is authorized to negotiate and enter into a contract with Crowe LLP for services as described above and in the Administration Committee Summary Sheet dated February 12, 2020 and the Chief Financial Officer is authorized to set aside funds in the amount of \$1,066,000 for FY 2019-20, for such contract; and in the event MTC does not execute or discontinues the contract with Crowe LLP, MTC would proceed with contract negotiations with KPMG LLP and if such negotiations are unsuccessful, with BDO USA LLP.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	February 12, 2020