



Metropolitan Transportation Commission Meeting Minutes

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

Administration Committee

Committee Members:

*Federal D. Glover, Chair Cindy Chavez, Vice Chair
Margaret Abe-Koga, Nate Miley, Gina Papan, David Rabbitt,
Hillary Ronen, Amy Worth
Non-Voting Member: Dina El-Tawansy*

Wednesday, May 11, 2022

9:40 AM

REMOTE (In person option available)

Call Meeting to Order

1. Roll Call / Confirm Quorum

Present: 6 - Commissioner Abe-Koga, Vice Chair Chavez, Commissioner Miley, Commissioner Papan, Commissioner Rabbitt and Commissioner Worth
Absent: 2 - Chair Glover and Commissioner Ronen

Non-Voting Member Absent: Commissioner El-Tawansy

Ex Officio Voting Members Present: Commission Chair Pedroza and Vice Chair Josefowitz

Ad Hoc Non-Voting Members Present: Commissioner Fleming, Commission Giacomini, and Commissioner Spering

2. Consent Calendar

In accordance to Government Code Section 84308, Vice Chair Chavez recused herself from agenda items 2b and 2f.

Upon the motion by Commissioner Papan and seconded by Commissioner Rabbitt, the Consent Calendar was approved by the following vote:

Aye: 6 - Commissioner Abe-Koga, Vice Chair Chavez, Commissioner Miley, Commissioner Papan, Commissioner Rabbitt and Commissioner Worth

Absent: 2 - Chair Glover and Commissioner Ronen

2a. [22-0657](#) Minutes of the April 13, 2022 meeting

Action: Committee Approval

2b. [22-0658](#) Contract Amendment - ActivitySim/emme Model Conversion Project: WSP USA, Inc. (\$200,000)

Action: Committee Approval

Presenter: Bill Davidson

- 2c. [22-0659](#) Contract Amendment - Digital Engagement and Support Services: Craft & Commerce, LLC (\$220,000)
Action: Committee Approval
Presenter: Khristina Wenzinger

- 2d. [22-0676](#) Contract Amendment - Agency Website Support Services: Peak Digital, LLC (\$840,000)
Action: Committee Approval
Presenter: Alysha Nachtigall

- 2e. [22-0702](#) Purchase Order Amendment - Annual Licensing Agreement: Carahsoft Technology Corporation (\$35,833)
Action: Committee Approval
Presenter: Kearey Smith

- 2f. [22-0665](#) Contract Amendment - BAHFA Business Plan: Forsyth Street Advisors LLC (\$500,000)
Action: Committee Approval
Presenter: Kate Hartley

3. Public Comment / Other Business

Aleta Dupree was called to speak.

4. Adjournment / Next Meeting

The next meeting of the Administration Committee is scheduled to be held on Wednesday, June 8, 2022 at 9:40 a.m. Any changes to the schedule will be duly noticed to the public.