



Metropolitan Transportation Commission Meeting Minutes

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

Administration Committee

Committee Members:

Federal D. Glover, Chair Alfredo Pedroza, Vice Chair

*Jeannie Bruins, Carol Dutra-Vernaci, Nick Josefowitz,
Jane Kim, Libby Schaaf, Warren Slocum, Amy R. Worth
Non-Voting Member: Bijan Sartipi*

Wednesday, September 13, 2017

9:35 AM

Board Room - 1st Floor

Call Meeting to Order

1. Roll Call / Confirm Quorum

Present: 6 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Josefowitz,
Vice Chair Pedroza, Commissioner Slocum and Commissioner Worth

Absent: 3 - Chair Glover, Commissioner Kim and Commissioner Schaaf

Non-Voting Member Absent: Commissioner Sartipi

Ex Officio Voting Member Present: Commission Vice Chair Haggerty

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

2. Consent Calendar

Approval of the Consent Calendar

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

Aye: 6 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Josefowitz,
Vice Chair Pedroza, Commissioner Slocum and Commissioner Worth

Absent: 3 - Chair Glover, Commissioner Kim and Commissioner Schaaf

2a. [17-2749](#) Minutes of the July 12, 2017 meeting

Action: Committee Approval

2b. [17-2750](#) Investment Reports for June and July 2017

Action: Information

Presenter: Russell Yuen

- 2c. [17-2751](#) MTC Financial Statements Unaudited for June 2017
Action: Information
Presenter: Sonia Elsonbaty
- 2d. [17-2752](#) Monthly Travel Report
Action: Information
Presenter: Sonia Elsonbaty
- 2e. [17-2769](#) Contract Amendment - StreetSaver® Software Development, Maintenance, and Support: DevMecca.com, LLC (\$600,000)
Action: Committee Approval
Presenter: Sui Tan
- 2f. [17-2770](#) Contract Amendment - StreetSaver® Training and Guidance Services: NCE (\$538,868)
Action: Committee Approval
Presenter: Sui Tan
- 2g. [17-2792](#) MTC Resolution No. 1058, Revised - Revision to MTC's Commission Procedures Manual
Action: Commission Approval
Presenter: Leslie Miessner
- Agenda item 2g was pulled from the Consent Calendar to be considered separately by the Committee. Upon the motion by Commissioner Dutra-Vernaci and the second by Commissioner Worth, the Committee unanimously approved the referral of MTC Resolution No. 1058, Revised to the Commission for approval with a correction to add the ABAG "Representative" as a member of the Executive Committee instead of the ABAG "President". The motion carried by the following vote:**
- Aye:** 6 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Josefowitz, Vice Chair Pedroza, Commissioner Slocum and Commissioner Worth
- Absent:** 3 - Chair Glover, Commissioner Kim and Commissioner Schaaf
- 2h. [17-2831](#) Contract Amendment - Special CEQA Counsel: Thomas Law Group (\$100,000)
Action: Committee Approval
Presenter: Matthew Lavrinets

- 2i. [17-2837](#) Contract Amendment - Regional Geographic Information System (GIS) Base Map: TomTom North America, Inc. (\$200,000)

Action: Committee Approval

Presenter: Kearey Smith

3. Approval

- 3a. [17-2703](#) MTC Resolution No. 4294 - Draft Title VI Program

The Title VI Program demonstrates how MTC is complying with federal requirements of nondiscrimination in its policies, programs and activities, and it is prepared in response to Federal Transit Administration (FTA) Circular 4702.1B. MTC Resolution No. 4294 would authorize submission of the final Title VI Program to the FTA.

Action: Commission Approval

Presenter: Denise Rodrigues

Upon the motion by Commissioner Josefowitz and the second by Commissioner Worth, the Committee unanimously approved the referral of MTC Resolution No. 4294 to the Commission for approval. The motion carried by the following vote:

Aye: 6 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Josefowitz, Vice Chair Pedroza, Commissioner Slocum and Commissioner Worth

Absent: 3 - Chair Glover, Commissioner Kim and Commissioner Schaaf

- 3b. [17-2860](#) Contract Amendment - Legislative Representation in Washington D.C.: Government Relations, Inc. (576,000)

Contract amendment to extend the Government Relations, Inc. (Tom Bulger) Washington D.C. advocacy contract by two years.

Action: Committee Approval

Presenter: Randy Rentschler

Upon the motion by Commissioner Dutra-Vernaci and the second by Commissioner Bruins, the Committee unanimously approved the contract amendment with Government Relations, Inc. The motion carried by the following vote:

Aye: 6 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Josefowitz, Vice Chair Pedroza, Commissioner Slocum and Commissioner Worth

Absent: 3 - Chair Glover, Commissioner Kim and Commissioner Schaaf

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on October 11, 2017 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.