



# 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*

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Wednesday, September 13, 2017

9:35 AM

Board Room - 1st Floor

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### 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. (\$76,000)

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.