



Metropolitan Transportation Commission Meeting Minutes

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

Administration Committee

Gina Papan, Chair Amber Manfree, Vice Chair

Wednesday, September 10, 2025

9:35 AM

Board Room - 1st Floor

Roster

Gina Papan (Chair), Amber Manfree (Vice Chair),
Margaret Abe-Koga, Victoria Fleming, Barbara Lee,
Myrna Melgar, Nate Miley, Belia Ramos
Non-Voting Member: Libby Schaaf, Vacant

Chair Papan called the meeting to order at 9:44 a.m.

1. Call to Order / Roll Call / Confirm Quorum

Present: 5 - Commissioner Abe-Koga, Commissioner Miley, Chair Papan, Commissioner Fleming and Commissioner Lee

Absent: 3 - Vice Chair Manfree, Commissioner Melgar and Commissioner Ramos

Non-voting members absent: Commissioner Schaaf

Non-voting members present: Commissioner Ambuehl

Ex Officio Voting Members Present: Commission Chair Noack, Commission Vice Chair Moulton-Peters, Commissioner Anderson, Commissioner Ezzy-Ashcraft, Commissioner Burt and Commissioner Canepa.

Commissioners Manfree, Melgar and Ramos were absent during Roll Call but arrived during the Consent Calendar.

2. Pledge of Allegiance *

3. Compensation Announcement (Clerk)*

4. Consent Calendar

Aleta Dupree, Team Folders; Roland Lebrun; and Vinay Pimple, Policy Advisory Council, were called to speak.

At the request of Commissioner Papan, agenda items 4a, 4d and 4f were pulled from the Consent Calendar for discussion. After discussion, upon the motion by Abe-Koga seconded by Commissioner Miley, the entire Consent Calendar was unanimously approved. The motion carried the following vote:

Aye: 8 - Commissioner Abe-Koga, Commissioner Miley, Chair Papan, Commissioner Fleming, Commissioner Lee, Vice Chair Manfree, Commissioner Melgar and Commissioner Ramos

4a. [25-1028](#) Approval of the Administration Committee July 9, 2025 Meeting Minutes.

Action: Committee Approval

4b. [25-1128](#) Contract – ThoughtSpot multi-year License Agreement (\$72,250).

Action: Committee Approval

Presenter: Elias Sanz/Michael Ziyambi

4c. [25-1035](#) MTC Investment Report for June 2025 (Unaudited).

Action: Information

Presenter: Natalie Perkins

4d. [25-1053](#) International Travel Request: MTC Staff and Commissioner participation in the 2025 American Public Transportation Association Executive Study Mission to Asia.

Action: Committee Approval

Presenter: Andrew Fremier

4e. [25-1070](#) MTC Resolution No. 4730: Design Immunity for the State Route 37 Sears Point to Mare Island Improvement Project.

Action: Commission Approval

Presenter: Kevin Chen

4f. [25-1071](#) Contracts - Technical Assistance Services for Planning Grant Awardees with Moore Iacofano Goltsman, (MIG) Inc. (\$2,905,000); Aaron Welch Planning (\$2,420,770); AECOM Technical Services, Inc. (\$2,018,000); Dyett & Bhatia, Urban and Regional Planners (\$2,300,000); Forward City Labs (\$2,150,000); Perkins + Will, Inc. (\$1,215,000); Fehr & Peers (\$1,565,000).

Action: Committee Approval

Presenter: Krute Singa

4g. [25-1069](#) Contract Amendment - State Route 37 Project Control and Delivery Support – William R. Gray and Company DBA Gray-Bowen-Scott (\$395,000).

Action: Committee Approval

Presenter: Kevin Chen

- 4h. [25-1130](#) Contract Amendment (Sole Source) – KneeDeep Times e-Magazine
Production: Ariel Rubissow Okamoto, Editor (\$95,000)

Action: Committee Approval

Presenter: Josh Bradt

- 4i. [25-1131](#) Purchase Order – Annual Salesforce Licenses: Carahsoft Technology
Corp (\$559,000).

Action: Committee Approval

Presenter: Charlie Aquino

5. Public Comment / Other Business

Aleta Dupree, Team Folds, was called to speak.

6. Adjournment / Next Meetings:

The next regular meeting of the Administration Committee is scheduled to be held at the Bay Area Metro Center, 375 Beale Street, San Francisco on October 8, 2025 at 9:40 a.m. Any changes to the schedule will be duly noticed to the public.

Chair Papan adjourned the meeting at 10:04 a.m.