



Metropolitan Transportation Commission Meeting Minutes

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

Administration Committee

Committee Members:

*Gina Papan (Chair), Victoria Fleming (Vice Chair)
Margaret Abe-Koga, Cindy Chavez, Federal Glover, Nate Miley,
Hillary Ronen, Sheng Thao*

Non-Voting Members: Dina El-Tawansy, Libby Schaaf

Wednesday, September 13, 2023

9:40 AM

Board Room - 1st Floor

Chair Papan called the meeting to order at 9:51 a.m.

1. Roll Call / Confirm Quorum

Present: 7 - Commissioner Abe-Koga, Commissioner Chavez, Vice Chair Fleming,
Commissioner Miley, Chair Papan, Commissioner Ronen and Commissioner Thao

Absent: 1 - Commissioner Glover

Non-voting members present: Commissioner El-Tawansy and Commissioner Schaaf

2. Consent Calendar

Upon the motion by Commissioner Chavez and seconded by Commissioner Abe-Koga, the Consent Calendar was unanimously approved by the following vote:

Aye: 7 - Commissioner Abe-Koga, Commissioner Chavez, Vice Chair Fleming,
Commissioner Miley, Chair Papan, Commissioner Ronen and Commissioner Thao

Absent: 1 - Commissioner Glover

2a. [23-1005](#) Approval of Administration Committee Minutes of the July 12, 2023 Meeting

Action: Committee Approval

2b. [23-1083](#) Contract - Transportation Development Act (TDA) Performance Monitoring: Pierlott & Associates, LLC (\$340,372)

Action: Committee Approval

Presenter: Terence Lee

- 2c.** [23-1087](#) Contract - Vital Signs Web Development and Data Engineering Services:
Peak Digital, LLC (\$1,101,150)
 Action: Committee Approval
 Presenter: Elliot Huang
- 2d.** [23-1088](#) Consultant Bench: 2023 Transit Passenger Surveying Services Bench -
Cycle 1: (ETC Institute; Corey, Canapary & Galanis; Resource Systems
Group, Inc.)
 Action: Committee Approval
 Presenter: Shimon Israel
- 2e.** [23-1035](#) MTC Investment Report for June 2023 (Unaudited)
 Action: Information
 Presenter: Natalie Perkins

3. Approval

3a.i. [23-1007](#) Contracts for Resilient State Route 37 Program

Request for authorization to negotiate and enter into consultant contracts to support the Resilient State Route 37 Program:

- i. Innovative Financing and Delivery Strategies for Resilient SR 37 - Ernst & Young U.S. LLP dba Ernst & Young Infrastructure Advisors LLC (Ernst & Young) in an amount not to exceed \$1,500,000)
- ii. State Route 37 Project Control and Delivery Support - William R. Gray and Company DBA Gray-Bowen-Scott (GBS) in an amount not to exceed \$1,000,000).

Action: Committee Approval

Presenter: Kevin Chen

Victoria Taylor (Project Finance Advisory Limited) and Michael Baldini (MTC Policy Advisory Councilmember) were called to speak.

Commissioner Thao left during agenda item 3a and was not present for the vote.

3a.i. Upon the motion by Commissioner Chavez and seconded by Commissioner Abe-Koga, the Committee unanimously approved the contract with Ernst & Young U.S. LLP dba Ernst & Young Infrastructure Advisors LLC (Ernst & Young) and directed staff to return to the Committee with an update on status of the bid protest made by Project Finance Advisory Limited. Staff was also directed to return to the Committee to provide information regarding the Disadvantaged Business Enterprise (DBE) and Small Business Enterprise (SBE) policy by no later than January of 2024.

Aye: 6 - Commissioner Abe-Koga, Commissioner Chavez, Vice Chair Fleming, Commissioner Miley, Chair Papan and Commissioner Ronen

Absent: 2 - Commissioner Glover and Commissioner Thao

3a.ii. Upon the motion by Commissioner Chavez and seconded by Commissioner Abe-Koga, the Committee unanimously approved the contract with William R. Gray and Company DBA Gray-Bowen-Scott (GBS). The motion carried by the following vote:

Aye: 6 - Commissioner Abe-Koga, Commissioner Chavez, Vice Chair Fleming, Commissioner Miley, Chair Papan and Commissioner Ronen

Absent: 2 - Commissioner Glover and Commissioner Thao

4. Public Comment / Other Business

5. Adjournment / Next Meeting

Chair Papan adjourned the meeting at 10:15 a.m.