



# Metropolitan Transportation Commission

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

## Meeting Agenda

### 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

*Quorum: A quorum of this committee shall be a majority of its regular non-ex-officio voting members (5).*

#### 2. Consent Calendar

- 2a. [17-2749](#) Minutes of the July 12, 2017 meeting  
**Action:** Committee Approval  
**Attachments:** [2a\\_07-12-2017\\_Administration\\_Draft\\_Minutes.pdf](#)
- 2b. [17-2750](#) Investment Reports for June and July 2017  
**Action:** Information  
**Presenter:** Russell Yuen  
**Attachments:** [2b\\_Investment\\_Report\\_June'2017.pdf](#)  
[2b\\_Investment\\_Report\\_July'2017.pdf](#)
- 2c. [17-2751](#) MTC Financial Statements Unaudited for June 2017  
**Action:** Information  
**Presenter:** Sonia Elsonbaty  
**Attachments:** [2c\\_Financial\\_Statement\\_June'2017.pdf](#)

- 2d.**    [17-2752](#)    Monthly Travel Report
- Action:**            Information
- Presenter:**        Sonia Elsonbaty
- Attachments:**     [2d\\_Travel\\_Report\\_June'2017.pdf](#)
- 2e.**    [17-2769](#)    Contract Amendment - StreetSaver® Software Development, Maintenance, and Support: DevMecca.com, LLC (\$600,000)
- Action:**            Committee Approval
- Presenter:**        Sui Tan
- Attachments:**     [2e\\_ContractAmend\\_DevMecca.pdf](#)
- 2f.**    [17-2770](#)    Contract Amendment - StreetSaver® Training and Guidance Services: NCE (\$538,868)
- Action:**            Committee Approval
- Presenter:**        Sui Tan
- Attachments:**     [2f\\_ContractAmend\\_NCE.pdf](#)
- 2g.**    [17-2792](#)    MTC Resolution No. 1058, Revised - Revision to MTC's Commission Procedures Manual
- Action:**            Commission Approval
- Presenter:**        Leslie Miessner
- Attachments:**     [6b\\_Admin-2g\\_Reso-1058\\_Commission\\_Procedures.pdf](#)
- 2h.**    [17-2831](#)    Contract Amendment - Special CEQA Counsel: Thomas Law Group (\$100,000)
- Action:**            Committee Approval
- Presenter:**        Matthew Lavrinets
- Attachments:**     [2h\\_Thomas\\_Law\\_Group.pdf](#)
- 2i.**    [17-2837](#)    Contract Amendment - Regional Geographic Information System (GIS) Base Map: TomTom North America, Inc. (\$200,000)
- Action:**            Committee Approval
- Presenter:**        Kearey Smith
- Attachments:**     [2i\\_ContractAmend\\_TomTom.pdf](#)

### 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

**Attachments:**    [7a Admin-3a Reso-4294 Draft Title VI Program.pdf](#)  
[3a Reso-4294 Draft Title VI Program.pdf](#)

**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

**Attachments:**    [3b Contract Amend Gov Relations Inc.pdf](#)

### 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.**

**Public Comment:** The public is encouraged to comment on agenda items at Committee meetings by completing a request-to-speak card (available from staff) and passing it to the Committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

**Meeting Conduct:** If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the Committee may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

**Record of Meeting:** Committee meetings are recorded. Copies of recordings are available at a nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site ([mtc.ca.gov](http://mtc.ca.gov)) for public review for at least one year.

**Accessibility and Title VI:** MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 415.778.6757 or 415.778.6769 for TDD/TTY. We require three working days' notice to accommodate your request.

**可及性和法令第六章:** MTC 根據要求向希望來委員會討論有關事宜的殘疾人士及英語有限者提供服務/方便。需要便利設施或翻譯協助者，請致電 415.778.6757 或 415.778.6769 TDD / TTY。我們要求您在三個工作日前告知，以滿足您的要求。

**Acceso y el Titulo VI:** La MTC puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Comisión. Para solicitar asistencia, por favor llame al número 415.778.6757 o al 415.778.6769 para TDD/TTY. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

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Attachments are sent to Committee members, key staff and others as appropriate. Copies will be available at the meeting.

All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are subject to change by the Committee.

MTC's Chair and Vice-Chair are ex-officio voting members of all standing Committees.