

Administration Committee

2003-07-09 09:30:00.0

The Administration Committee considers matters relating to MTC administration, budget and agency contracts.

This agenda was updated 2005-05-23 17:31:11.0. It is accurate to the best of our knowledge at that time.

For assistance, please contact Kimberly Ward, kward@mtc.ca.gov, (510) 817-5967

This meeting will be [audiocast](#) on the MTC Web site during the meeting, and an [audio file](#) will be available for approximately one month after the meeting date.

Roll Call

1.

Action: Confirm Quorum

Minutes - Meeting of May 14, 2003*

2. **Action:** Committee Approval

• [2 A&O minutes June 03.doc](#)

Monthly Financial Statements*

Presented by: E. Sun

3.

Action: Receipt

• [3 financials sun.XLS](#)

Investment Report May 2003*

Presented by: B. Mayhew

4.

Action: Receipt

• [4 MTC Investment report - mayhew.doc](#)

Resolution No. 3241, Statement of Investment Policy*

5. *The Authority will be requested to reauthorize MTC's investment policy.*

Presented by: B. Mayhew

Action: Committee Approval

- [5 Resolution No. 3241 Mayhew.doc](#)

6. Consent:

Contracts:

a) **Action:** Committee Approval

- [6a Business Insurance Broker Green.doc](#)

(i) **Business Insurance Broker: ARGO Insurance Brokers***

Risk Assessment Consultant: Merriwether & Williams*

(ii)

Presented by: T. Green

Purchase Order ? Storage Area Network (SAN) Implementation and Maintenance: XIOtech*

b) **Presented by:** J. Albrecht

Action: Committee Approval

- [6b SAN Storage Area Network Hackett.doc](#)

Resolution No. 3583 ? Pre-Tax Payroll Deduction Plan for Employee Purchases of Prior Service Credit*

c) **Presented by:** G. Dixon

Action: Commission Approval

- [6c Resolution No. 3583 PERS Service Credit.Dixon.doc](#)

Funding Agreement ? TransLink® Site Preparation: Golden Gate Bridge, Highway and Transportation District*

d) **Presented by:** D. Dick

Action: Committee Approval

- [6d TL Golden Gate T Dick.doc](#)

Purchase Order ? Regional Transit Information System (RTIS): SBC*

e) **Presented by:** E. Escudero

Action: Committee Approval

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- [6e SBC Escudero.doc](#)

Resolution No. 1058, Revised: Commission Procedures Manual*

Presented by: F. Chin

f)

Action: Commission Approval

- [6g CommProc Res 1058, revised.doc](#)

Resolution No. 3599 ? Extension of PERS Health Benefits to Domestic partners of MTC Employees and Retirees *

g) **Presented by:** V. Dixon

Action: Commission Approval

- [6h Resolution No. 3599 Dixon.doc](#)

Contract Amendment ? Traffic Engineering Technical Assistance Program: Kimley Horn*

h) **Presented by:** C. Atienza

Action: Committee Approval

- [6i TETAP Kimley Horn Atienza.doc](#)

The following items are proposed contracts with various consulting firms and other vendors to provide MTC with goods and professional services to carry out the agency's work program.

Contracts:

Change Orders ? TransLink® Implementation: Faregate Integration and Marketing*

Presented by: R. Driver

a)

Action: Committee Approval

- [7a TL Mot COs Driver.doc](#)

Contract ? Regional GIS Basemap Vendor: TBD*

Presented by: M. Skowronek

b)

Action: Committee Approval

- [7b Regional GIS Vendor Skowronek.doc](#)

Contract ? Project Performance Evaluation for Transportation 2030 Plan: Dowling Associates, Inc.*

c) **Presented by:** L. Klein

Action: Committee Approval

• [7c RTP Performance Measures Klein.doc](#)

Funding Agreement ? Environmental and Public Involvement Work Related to 2004 Ozone Plan: Bay Area Air Quality Management District*

d) **Presented by:** C. Brittle

Action: Committee Approval

• [6f OzoneAttainmentModelingWork C.Brittle.doc](#)

Purchase Order - Printing of Transactions Newsletter FY 2003-04

Presented by: B. Kahn

e)

Action: Committee Approval

• [TA printing 03-04.doc](#)

Business Meeting Expenses

8. Presented by: S. Heminger

Action: Committee Approval

9. Other Business/Public Comment

10. Next Meeting/Adjournment

Next meeting

2003-09-10 09:30:00.0

Joseph P. Bort MetroCenter

Lawrence D. Dahms Auditorium

101 Eighth Street

Oakland, California

*Attachment 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.

***The MTC chair and vice-chair are ex-officio voting members of all standing committees. A quorum of this committee shall be a majority of its regular non-ex-officio voting members (5)

+Non-Voting member.

Every member of the Commission who is not otherwise designated as a member of this committee is an ad hoc non-voting member. Although a quorum of the Commission may be in attendance at this meeting, the committee may take action only on those matters delegated to it. The committee may not take any action as the full Commission unless this meeting has been previously noticed as a Commission meeting.

The vote of an ex-officio member shall count to satisfy a committee quorum if there are not sufficient regular members of the Committee in attendance. In addition, an ad hoc non-voting committee member may be designated by the committee chairperson as a voting member for this particular committee meeting if an additional voting member is needed for a committee quorum.

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 or chairperson. 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.

Record of Meeting: MTC meetings are tape-recorded. Copies of recordings are available at nominal charge, or recordings may be listened to at MTC offices by appointment.

Sign Language Interpreter or Reader: If requested three (3) working days in advance, sign language interpreter or reader will be provided; for information on getting written materials in alternate formats call 510/464-7787.

Transit Access to the MetroCenter: BART to Lake Merritt Station. AC Transit buses: #11 from Piedmont or Montclair; #59A from Montclair; #62 from East or West Oakland; #35X from Alameda; #36X from Hayward.

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