

Administration Committee

2012-07-11 10:50:00.0

Or immediately following the 10:40 a.m. Bay Area Toll Authority (BATA) Oversight Committee Meeting whichever occurs later.

** Note: Meeting Location ** Regional Agency Headquarters 390 Main Street, 1st Floor, San Francisco, CA 94105

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

This agenda was updated 2012-07-09 09:37:44.0. 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

Chair

Dave Cortese

Vice Chair

Scott Wiener

Members

Tom Bates David Campos
Dodd Federal Glover Steve
Kinsey Bijan Sartipi+

Ex Officio

Adrienne Tissier*** Amy
Worth***

Ad Hoc

All Other Commissioners

Staff Liaison

Steve Heminger

[Map and transit directions.](#)

1. Confirm Quorum

Consent:

2.

Action: Committee Approval

Minutes - June 13, 2012.*

a)

• [2a Minutes June 2012.pdf](#)

Monthly Financial Statements - May 2012.*

b) **Presented by:** Eva Sun

• [2b Financials May 2012.pdf](#)

Investment Report for May 2012.*

c) **Presented by:** Sue Woo

• [2c Investment Report May 2012.pdf](#)

Contract Amendment - Transit Passenger Survey: Redhill Group, Inc. (\$500,000)

d) **Presented by:** Shimon Israel

• [2d Transit Passenger Survey Redhill.pdf](#)

Purchase Orders: Project-Based Temporary Staffing Services:*

i. Mainz Brady (\$190,840)

ii. Modis (\$250,000)

iii. International Program Services (IPS) (\$228,150)

e)

iv. Blackstone Technology (\$156,000)

v. Regional Government Services (RGS) (\$69,576)

Presented by: Ann Macaulay

• [2e.Temporary Staffing Services.pdf](#)

Other Business/Public Comment/Adjournment

3.

Action: Information

Next meeting

2012-09-12 09:45:00.0

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 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 (4)
+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. 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 recorded. Copies of recordings are available at nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site for public review for at least one year.

Transit Access to 390 Main Street, San Francisco, CA:

Take BART or Muni Metro to Embarcadero Station in San Francisco. If walking from Embarcadero, continue 1/4 mile (about 10 minutes) on Main Street south of Market Street to 390 Main near the corner of Harrison Street. See info below on a special free shuttle for the day of the meetings.

Or take Muni Metro KT or N line past Embarcadero Station and continue Inbound to The Embarcadero and Folsom Street, and walk 1/4 mile up Folsom, then left on Main Street to 390 Main Street near Harrison Street.

Local Muni bus routes include the #5, #38L, and #71, serving stops near Howard Street and Main Street, two blocks from 390 Main Street.

There are several bus agencies that serve the temporary Transbay Terminal on Folsom near Main in San Francisco within a block of 390 Main Street. From the East Bay, take any of the AC Transit Transbay routes that serve the temporary Transbay Terminal, or WestCat LYNX from Hercules. From the North Bay, Golden Gate Transit buses also serve the temporary Transbay Terminal. Check schedules for all Transbay routes to ensure service availability.

Caltrain from the South Bay connects to Muni routes KT and N Outbound at the Caltrain San Francisco Station at 4th and King Street. Disembark from the KT or N lines at Embarcadero and Folsom Street for the 1/4 mile walk to 390 Main Street. See info below on a special free shuttle for the day of the meetings.

The San Francisco Ferry Building, located at the foot of Market Street in San Francisco, is served by several ferry lines coming from the East Bay and North Bay: Golden Gate Ferry (from Larkspur and Sausalito in Marin County)

Vallejo Baylink Ferry; Alameda/Oakland Ferry; and Alameda Harbor Bay Ferry. From the Ferry Building, you can walk south on The Embarcadero, turn right on Folsom Street, and continue two blocks to Main Street. Or you can take the special shuttle available the day of the meetings (see information below).

SamTrans has limited express bus service to the vicinity of Folsom and Main and Beale Street a few blocks from 390 Main Street. (Check schedules to ensure service availability).

For transit information from other Bay Area destinations or more specific routing suggestions, call 511 or use the 511 Transit Trip Planner at www.511.org to plan your trip.

Parking at 390 Main Street, San Francisco, CA: Metered parking is available on the street. No public parking is provided at 390 Main Street, San Francisco. Spaces reserved for Commissioners are for the use of their stickered vehicles only; all other vehicles will be towed away. For surrounding parking lots and fees, please visit http://en.parkopedia.co/parking/lot/390_main_street/94105/san_francisco/

Shuttle Service: Free on-demand rides will be available from key SF transit hubs to 390 Main Street on the day of the meetings.

Locations: Embarcadero BART, CalTrain King Street Station, Ferry Terminal (Clock Tower), 390 Main Street

Date/Time: July 11, 2012 (7:00 AM until 4:00 PM)

Vehicle Description: Black Bauer's 24-person mini bus shuttle with ADA wheelchair lift

Driver: Mike Dixon

Mr. Dixon's Cell Phone: (415) 939-3605. As a backup, you can call Bauer's 24 hour dispatch: (415) 263-4000

The Driver will pick up passengers at any of the 4 locations above with a phone call. He will call back the number on his cell when he is in the area. There will be a small sign in the front window of the vehicle that says BAHA, MTC Meetings.

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 510.817.5757 or 510.817.5769 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。要便利設施或翻譯協助者，請致電 510.817.5757 或 510.817.5769 TDD / TTY。我們要求您在三個工作日前告知滿足您的要求。

Acceso y el Título VI: La MTC puede proveer asistencia/facilitar la comunicaciï½n a las personas discapacitadas y a los individuos con conocimiento limitado del inglï½s quienes quieran dirigirse a la Comisiï½n. Para solicitar asistencia, por favor llame al nï½mero 510.817.5757 o al 510.817.5769 para TDD/TTY. Queremos que solicite asistencia con tres dï½as hï½biles de anticipaciï½n para poderle proveer asistencia.

Meeting Conduct: In the event that any public meeting conducted by MTC is willfully interrupted or disrupted by a person or by a group or groups of persons so as to render the orderly conduct of the meeting unfeasible, the Chair may order the removal of those individuals who are willfully disrupting the meeting. Such individuals may be subject to arrest. 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 on matters appearing on the agenda.