

Administration Committee

2006-04-12 10:00:00.0

(or immediately following the BATA Oversight Committee meeting, whichever occurs later)

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

This agenda was updated 2006-04-06 10:40:29.0. 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

Consent

2.

Action: Committee Approval

Minutes ? Meeting of March 1, 2006*

a)

• [2a Minutes March 06 on letterhead.doc](#)

Contract Amendment ? 2006 Spare the Air Free/Transit Campaign - Onboard

b) **Transit Passenger Surveys: Godbe Research* (\$22,880)**

• [2b GodbeResearch SparetheAir Nguyen.doc](#)

Cooperative Agreement ? 2006 Spare the Air/Free Transit Campaign: Bay Area Air Quality Management District* (\$442,500)

c)

• [2c BAAQMD SparetheAir Nguyen.doc](#)

Contract Amendment? 2006 Freeway Congestion Monitoring and Analysis:

d) **Kimley-Horn and Associates* (\$230,000)**

• [2d Freeway Monitoring Kimley Horn Assoc Johnson.doc](#)

MTC Resolution No. 3748, Final FY 2006-07 Overall Work Program (OWP),

e) **Planning, Certification & Authorization for Execution of Agreement for Federal Planning Grants***

Presented by: Commission Approval

- [2e Resolution 3748cover memo Mayhew.doc](#)

- [tmp-3748.doc](#)

Contract ? Smarter Growth Along the I-80/Capital Corridor: Economic and Planning Systems, Inc. (EPS)* (\$155,000)
f)

- [2f I-80 Smart Growth Corless.doc](#)

Contract ? MTC StreetSaver? Hotline Support: Nichols Consulting Engineers* (\$40,000)
g)

- [2g StreetSaver Hotline Support Tan.doc](#)

Monthly Financial Statements*

Presented by: Eva Sun

3.

Action: Receipt

- [3 February Financial Sun.XLS](#)

Investment Report for February 2006*

Presented by: Sue Woo

4.

Action: Receipt

- [4 MTC Investment report-apr 06 -swoo.doc](#)

5. **Contracts**

TransLink®

Presented by: Jennifer Cheng

a)

Action: Committee Approval

- [6a TransLink Cheng.doc](#)

i. AC Transit Funding Agreement for TransLink® Marketing (\$216,627)*

ii. BART Funding Agreement for Incorporation of TransLink® into the RTC Discount Card program (\$101,879)*

iii. TransLink® Change Order #76 Implementation of Caltrain Communications Network: Motorola/ERG (\$288,519)*

Contract Amendment ? TransLink® Special Litigation Counsel: Glynn & Finley, LLP*

b) **Presented by:** Melanie Morgan

Action: Committee Approval

- [5b Special Litigation Counsel Glynn&Finley.doc](#)

Contract Amendment ? Comprehensive Financial and Compliance Audit for FY 2005-06, ETC Internal Controls Review: PriceWaterhouseCoopers, LLP* (\$1,248,600)

c) **Presented by:** Eva Sun

Action: Committee Approval

- [5c PriceWaterHouseCooper Sun.doc](#)

MTC Resolution No. 3745, Federal Emergency Management Agency (FEMA) Pre-Disaster Mitigation Grant Program*

Designates the Executive Director as MTC's Agent Authorized to Execute Agreements and Subgrantee Assurances for seismic retrofit work on the Metro Center building.

6. **Presented by:** Denise Rodrigues

Action: Commission Approval

- [6 Resolution 3745 Cover Memo Rodrigues.doc](#)
- [tmp-3745.doc](#)

MTC Resolution No. 1058 Revised, Commission Procedures Manual*

Delegates to the Operations Committee all contracts, personal services agreements, and purchase orders for system management and operations programs.

7. **Presented by:** Ann Flemer

Action: Commission Approval

- [7 Res 1058 Comm Proc Flemer.doc](#)
- [8 Res 1058, Appex E.doc](#)

8. **Business Meeting Expenses**

Presented by: Steve Heminger

Action: Committee Approval

9. Other Business/Public Comment

10. Adjournment/Next Meeting

Next meeting

2006-05-10 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 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. Audio casts are maintained on MTC's Web site for public review for at least one month.

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 510/817-5757.

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.

Parking at the MetroCenter: Metered parking is available on the street. No public parking is provided at the MetroCenter. Spaces reserved for Commissioners are for the use of their stickered vehicles only; all other vehicles will be towed away.