

Administration Committee

2005-07-13 09:30:00.0

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

This agenda was updated 2005-07-06 11:48:38.0. 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 June 8, 2005*

2. **Action:** Committee Approval

• [2 A&O minutes June 05.doc](#)

Monthly Financial Statements*

Presented by: Eva Sun

3.

Action: Receipt

• [3 Fiancials Sun.xls](#)

Investment Report for May 2005*

Presented by: Sue Woo

4.

Action: Receipt

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

5. **Consent:**

Purchase Order ? TransLink® Network Services: SBC* (\$260,000)

a) **Presented by:** Shannon Cairns

Action: Committee Approval

- [5a TL SBC PO Cairns.doc](#)

Purchase Order ? Printing of Transactions Newsletter FY 2005-06: TBD* (\$150,000)

Presented by: Brenda Kahn

b)

Action: Committee Approval

- [5b Caltrans Planning Grants Klein v2.doc](#)

Funding Agreements ? Caltrans Planning Grants, State Planning and Research and FTA 5313(b) Grant Programs*

c) **Presented by:** Lisa Klein

Action: Committee Approval

- [5c TA printing 05-06 Kahn.doc](#)

i. **ABAG (\$409,000)**

ii. **BART (\$61,200)**

iii. **City College of San Francisco (\$47,644)**

iv. **BART (\$209,000)**

v. **SamTrans (\$339,000)**

vi. **Napa County Transportation Planning Agency (\$52,000)**

vii. **San Francisco International Airport (\$50,000)**

viii. **City of Concord (\$50,830)**

Resolution No. 3698 Amendment 06-01 to FY 2005-06 Overall Work Program*

Presented by: Abbey Haile

d) **Action:** Commission Approval

- [5d OWP Amendment Mayhew.doc](#)

- [5d OWP Memo Mayhew.doc](#)

6. **Contracts:**

Contract ? Bay Area Regional Rail Plan: TBD* (\$2,500,000)

a) **Presented by:** Ashley Nguyen

Action: Committee Approval

- [6a Regional Rail Planl Kimsey.doc](#)

Contract Amendment ? Regional Transit Information System (RTIS): bd Systems, Inc.* (\$325,000)

b) **Presented by:** Tom Spiekerman

Action: Committee Approval

- [6b RTIS-bd Systems amendment Spiekerman.doc](#)

Contract Amendment ? Bike to Work Day 2006: Bay Area Bicycle Coalition* (\$150,000)

c) **Presented by:** Susan Heinrich-Beaty

Action: Committee Approval

- [6c BTWD 2006 BABC Heinrich.doc](#)

The above 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.

Release of Draft FY 2005-06 Disadvantaged Business Enterprise Program Overall Goal and Goal Methodology Draft Report*

7. **Presented by:** Teri Green

Action: Committee Approval

- [7 DBE FY 2005-06 Annual Goals Draft Report.Green.doc](#)

Business Meeting Expenses

8. **Presented by:** Steve Heminger

Action: Committee Approval

9. **Other Business/Public Comment**

10. **Adjournment/Next Meeting**

Next meeting

2005-09-14 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. 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 510/464-7787.

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