



Metropolitan Transportation Commission

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

Meeting Agenda

Administration Committee

Committee Members:

*Federal D. Glover, Chair Cindy Chavez, Vice Chair
Margaret Abe-Koga, Nate Miley, Gina Papan, David Rabbitt,
Hillary Ronen, Amy Worth*

Non-Voting Member: Dina El-Tawansy

Wednesday, October 12, 2022

9:40 AM

REMOTE

The Administration Committee is scheduled to meet on Wednesday, October 12, 2022 at 9:40 a.m. or immediately following the 9:35 a.m. BATA Oversight Committee meeting, in the Bay Area Metro Center (Remotely). In light of Governor Newsom's State of Emergency declaration regarding COVID-19 and in accordance with the recently signed Assembly Bill 361 allowing remote meetings, this meeting will be accessible via webcast, teleconference, and Zoom for all participants. A Zoom panelist link for meeting participants will be sent separately to committee, commission, or board members.

The meeting webcast will be available at
<https://mtc.ca.gov/whats-happening/meetings/live-webcasts>.

Members of the public are encouraged to participate remotely via Zoom at the following link or phone number:

Attendee Link: <https://bayareametro.zoom.us/j/81624998719>

Or iPhone one-tap: US: +13092053325,,81624998719# or +13126266799,,81624998719#

Or Join by Telephone: (for higher quality, dial a number based on your current location) US:

+1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or

+1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592 or

877 853 5247 (Toll Free) or 888 788 0099 (Toll Free)

Webinar ID: 816 2499 8719

International numbers available: <https://bayareametro.zoom.us/j/81624998719>

Detailed instructions on participating via Zoom are available at:

<https://mtc.ca.gov/how-provide-public-comment-board-meeting-zoom>. Committee members and members of the public participating by Zoom wishing to speak should use the "raise hand" feature or dial "*9". In order to get the full Zoom experience, please make sure your application is up to date.

Members of the public may participate by phone or Zoom or may submit comments by email at info@bayareametro.gov by 5:00 p.m. the day before the scheduled meeting date. Please include the committee or board meeting name in the subject line. Due to the current circumstances there may be limited opportunity to address comments during the meeting. All comments received will be submitted into the record.

1. Call to Order / 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.** [22-1358](#) Minutes of the September 14, 2022 meeting
- Action:** Committee Approval
- Attachments:** [2a 22-1358 09-14-2022 Administration Draft Minutes v1.pdf](#)
- 2b.** [22-1401](#) Contract Amendment - Organizational Assessment and Consulting: Bell
Burnett & Associates (\$155,000)
- Action:** Committee Approval
- Presenter:** Derek Hansel
- Attachments:** [2b 22-1401 Organizational Assessment Consulting Contract Amendment.pdf](#)
- 2c.** [22-1430](#) Contract Amendment - StreetSaver® Software Development,
Maintenance, and Support: DevMecca.com, LLC (\$6,000,000)
- Action:** Committee Approval
- Presenter:** Sui Tan
- Attachments:** [2c 22 1430 StreetSaver Software Development Maintenance Support Cont](#)
- 2d.** [22-1455](#) Purchase Order Amendment - Annual Licensing Agreement: Carahsoft
Technology Corporation (\$645,000)
- Action:** Committee Approval
- Presenter:** Kearey Smith
- Attachments:** [2d 22 1455 Annual Licensing Agreement Purchase Order.pdf](#)
- 2e.** [22-1480](#) International Travel Request
- Action:** Committee Approval
- Presenter:** Aaron Priven, Jay Stagi, and Laura Krull
- Attachments:** [2e 22-1480 International Travel Requests.pdf](#)
- 2f.** [22-1453](#) MTC Resolution No. 4546. Delegation of Authority Regarding Settlement
of Claims and Lawsuits and Contracts for Legal Services
- Action:** Commission Approval
- Presenter:** Andrea Visveshwara
- Attachments:** [2f 22-1453 MTC Reso 4546 Authorizing Settlement of Claims.pdf](#)

- 2g. [22-1454](#) Supplement to the Master Funding Agreement with the Peninsula Corridor Joint Powers Board (Caltrain) for the Diridon Integrated Station Concept Preliminary Business Case (\$2,000,000)

Action: Committee Approval

Presenter: Kara Vuicich

Attachments: [2g 22-1454 Funding Distribution for Diridon Integrated Station Concept.pdf](#)

- 2h. [22-1370](#) MTC Resolution No. 1198, Revised. Revisions to MTC's Conflict of Interest Code to Update List of Designated Positions - Release for Public Comment

Action: Commission Approval

Presenter: Andrea Visveshwara

Attachments: [2h 22-1370 MTC Reso 1198 Conflict of Interest Code.pdf](#)

3. Approval

- 3a. [22-1240](#) MTC Resolution No. 4516, Revised. FY 2022-23 Overall Work Program (OWP) Amendment No. 1

Action: Commission Approval

Presenter: Derek Hansel

- 3b. [22-1242](#) MTC Resolution No. 4517, Revised. FY 2022-23 Operating and Capital Budgets, Amendment No. 1

Action: Commission Approval

Presenter: Derek Hansel

4. Public Comment / Other Business

5. Adjournment / Next Business

The next meeting of the Administration Committee is scheduled to be held on Wednesday, November 9, 2022. Any changes to the schedule will be duly noticed to the public.

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) 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.

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.