



Metropolitan Transportation Commission Meeting Minutes

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

Administration Committee

Gina Papan, Chair Amber Manfree, Vice Chair

Wednesday, June 10, 2026

9:40 AM

Board Room - 1st Floor

Roster

Gina Papan (Chair), Amber Manfree (Vice Chair),
Margaret Abe-Koga, Victoria Fleming, Barbara Lee,
Myrna Melgar, Nate Miley, Belia Ramos
Non-Voting Member: Libby Schaaf, David Ambuehl

Chair Papan called the meeting to order at 10:02 a.m.

1. Call to Order / Roll Call / Confirm Quorum

Present: 7 - Commissioner Abe-Koga, Chair Papan, Commissioner Fleming, Commissioner Lee,
Commissioner Melgar, Commissioner Ramos and Vice Chair Manfree
Absent: 1 - Commissioner Miley

Non-voting member present: Commissioner Schaaf

Ex-Officio Voting Member Present: Commission Chair Noack

Ad-Hoc Non-voting members present: Commissioner Giacopini (remote) and Commissioner Andersen (remote)

Commissioner Fleming participated remotely pursuant to Gov. Code Section 54953.8.3(2).

2. Chair's Report

3. Consent Calendar

Aleta DUPree, Team Folds, was called to speak.

Upon the motion by Vice Chair Manfree and seconded by Commissioner Abe-Koga, the Consent Calendar was unanimously approved by the following vote:

Aye: 7 - Commissioner Abe-Koga, Commissioner Miley, Chair Papan, Commissioner Fleming, Commissioner Lee, Commissioner Melgar and Vice Chair Manfree

Absent: 1 - Commissioner Ramos

3a. [26-0729](#) Approval of the Administration Committee May 13, 2026, Meeting Minutes.

Action: Committee Approval

- 3b.** [26-0610](#) Supplement to Master Funding Agreement - San Francisco Bay Conservation and Development Commission: Regional Sea Level Rise Planning Support (\$226,000).
 Action: Committee Approval
 Presenter: Michael Germeraad
- 3c.** [26-0704](#) International Travel Requests: 2026 Vienna Social Housing Field Study.
 Action: Committee Approval
 Presenter: Alix Bockelman
- 3d.** [26-0705](#) International Travel Request: 2026 Smart City Mobile Council Trip to the Netherlands.
 Action: Committee Approval
 Presenter: Alix Bockelman
- 3e.** [26-0706](#) International Travel Requests: International travel requests for MTC staff participation in the International Cable Supported Bridge Operators Conference (ICSBOC) in Malmo, Sweden.
 Action: Committee Approval
 Presenter: Alix Bockelman
- 3f.** [26-0719](#) Purchase Orders - Cloud Services & Software Licensing: DLT Solutions LLC: Amazon Web Services (\$435,000), Carahsoft Technology Corporation: Socrata Software & Services (\$250,000), Carahsoft Technology Corporation: Claude for Enterprise (\$250,000), Carahsoft Technology Corporation: Box Enterprise File Services (\$600,000).
 Action: Committee Approval
 Presenter: Mark Dinh
- 3g.** [26-0741](#) Contract Amendments - Pavement Management Technical Assistance Program (P-TAP), Round 27 (Cumulative Total - \$3,290,777): Adhara Systems, Inc., (\$657,165); AMS Consulting, LLC, (\$659,436); Capitol Asset & Pavement Services, Inc., (\$672,101); Fugro USA Land, Inc., (\$651,675), and Applied Research Associates, Inc., (\$650,400).
 Action: Committee Approval
 Presenter: Elliot Wong

- 3h. [26-0721](#) Pre-Qualified Bench Audit Firms for Auditing, Attestation, and Consulting Services
(Badawi & Associates, Emeryville, CA; Crowe LLP, San Francisco, CA; Macias Gini & O'Connell LLP, Walnut Creek, CA; Weaver and Tidwell LLP, San Francisco, CA).

Action: Committee Approval

Presenter: Grace Martinez

- 3i. [26-0728](#) Contract Amendment - Legal Services: Burke, Williams & Sorenson, LLP (\$100,000).

Action: Committee Approval

Presenter: Kathleen Kane

4. Committee Approval

- 4a. [26-0609](#) Contract (Sole Source) - Public Health Institute CivicSpark Fellowship Multi-Year Agreement (\$600,000).

Request for authorization to negotiate and execute a contract on a sole-source basis, for compelling business reasons, with the Public Health Institute (PHI) for placement of CivicSpark Fellows at MTC in an amount not to exceed \$600,000 for a two-year term through December 31, 2028.

Action: Committee Approval

Presenter: Michael Germeraad

Aleta Dupree, Team Folds, was called to speak.

Upon the motion by Vice Chair Manfree and seconded by Commissioner Abe-Koga, the Committee unanimously approved the Contract (Sole Source) for the Public Health Institute CivicSpark Fellowship Multi-Year Agreement in the amount of \$600,000. The motion carried the following vote:

Aye: 7 - Commissioner Abe-Koga, Chair Papan, Commissioner Fleming, Commissioner Lee, Commissioner Melgar, Commissioner Ramos and Vice Chair Manfree

Absent: 1 - Commissioner Miley

5. Public Comment / Other Business

Aleta Dupree, Team Folds, was called to speak.

6. Adjournment / Next Meetings:

The next regular meeting of the Administration Committee is scheduled to be held at the Bay Area Metro Center, 375 Beale Street, San Francisco on Wednesday, August 12, 2026 at 9:40 a.m. Any changes to the schedule will be duly noticed to the public.

Chair Papan adjourned the meeting at 10:16 a.m.