



# Metropolitan Transportation Commission Meeting Minutes

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

## Administration Committee

### *Committee Members:*

*Federal D. Glover, Chair Cindi Chavez, Vice Chair  
Margaret Abe-Koga, Nate Miley, Gina Papan, David Rabbitt,  
Hillary Ronen, Amy Worth  
Non-Voting Member: Dina El-Tawansy*

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Wednesday, April 14, 2021

9:40 AM

Board Room - 1st Floor (REMOTE)

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### Call Remote Meeting to Order

#### 1. Roll Call / Confirm Quorum

**Present:** 8 - Commissioner Abe-Koga, Vice Chair Chavez, Chair Glover, Commissioner Miley, Commissioner Papan, Commissioner Rabbitt, Commissioner Ronen and Commissioner Worth

Non-Voting Member Present: Commissioner El-Tawansy

Ex Officio Voting Members Present: Commission Chair Pedroza and Commission Vice Chair Josefowitz

Ad Hoc Non-Voting Members Present: Commissioner Ahn, Commissioner Connolly, Commissioner Giacopini, and Commissioner Spering

#### 2. Consent Calendar

**Upon the motion by Commissioner Chavez and the second by Commissioner Papan, the Consent Calendar was unanimously approved by the following vote:**

**Aye:** 8 - Commissioner Abe-Koga, Vice Chair Chavez, Chair Glover, Commissioner Miley, Commissioner Papan, Commissioner Rabbitt, Commissioner Ronen and Commissioner Worth

**2a.** [21-0363](#) Minutes of the March 10, 2021 meeting

**Action:** Committee Approval

**2b.** [21-0401](#) Purchase Order Amendment - Cloud Services Subscription: Amazon Web Services (\$35,000)

**Action:** Committee Approval

**Presenter:** Kearey Smith

- 2c.**     [21-0402](#)     Purchase Order Amendment - Annual Licensing Agreement: Carahsoft Technology Corporation (\$35,833)  
          **Action:** Committee Approval  
          **Presenter:** Kearey Smith
- 2d.**     [21-0424](#)     Master Funding Agreement Supplement 4 - Car Sharing and Mobility Hubs in Affordable Housing Pilot Project: City of Richmond (\$347,851.12)  
          **Action:** Committee Approval  
          **Presenter:** Krute Singa
- 2e.**     [21-0526](#)     Consultant Bench: 2020 Equity Consultant - Cycle 1  
(Arup Americas, Inc. dba Arup North America Ltd.; Marcus Griwsold dba Calm Waters Group LLC; causeIMPACTS LLC; Center for Neighborhood Technology; CivicMakers, LLC; Contigo Communications Corp.; Colette M. Luckie dba Cornerstone Consulting HR; Cooperative Personnel Services dba CPS HR Consulting; Davis & Associates Communications, Inc.; Eastern Research Group Inc.; Ana Lugo Bedolla dba Equity First Consulting; Exygy, Inc.; Guidehouse Inc.; HR&A Advisors, Inc.; ICF Incorporated, L.L.C.; Kimley-Horn and Associates, Inc.; Lowe Consulting Group, Inc.; Christopher Jerome Lepe dba Mariposa Planning Solutions; Nelson\Nygaard Consulting Associates, Inc.; Melanie Nutter dba Nutter Consulting, LLC; RSCA Corporation dba Redwood Resources; Reflex Design Collective, LLC; Tiasia O'Brien dba Seam Social Labs, Inc.; Diane Burbie dba The Aspire Group; The Mark USA, Inc.; Urban Habitat Program; WSP USA Inc.)  
          **Action:** Committee Approval  
          **Presenter:** Nalungo Conley

### 3. Approval

- 3a. [21-0472](#) MTC Resolution No. 4421, Revised - FY 2020-21 Overall Work Program (OWP) Amendment No. 3

A request that the Committee refer MTC Resolution No. 4421, Revised, the Metropolitan Transportation Commission (MTC) FY 2020-21 Overall Work Program (OWP), Amendment No. 3 to the Commission, which decreases our final grant transportation planning funds from the Federal Highway Administration (FHWA) PL by \$487,343 and the Federal Transit Administration (FTA) 5303 planning funds by \$173,178. Although MTC has a funding rescission, MTC is still committed to completing the transportation planning activities for FY 2020-21. This also includes revisions to the scope of work and revenue and expenses line items within work elements.

**Action:** Commission Approval

**Presenter:** Brian Mayhew

**Upon the motion by Vice Chair Chavez and the second by Commissioner Papan, the Committee unanimously approved the referral of MTC Resolution No. 4421, Revised to the Commission for approval. The motion carried by the following vote:**

**Aye:** 8 - Commissioner Abe-Koga, Vice Chair Chavez, Chair Glover, Commissioner Miley, Commissioner Papan, Commissioner Rabbitt, Commissioner Ronen and Commissioner Worth

- 3b. [21-0473](#) MTC Resolution No. 4458 - FY 2021-22 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreements for Federal and State Planning Grants.

A request for approval of the FY 2021-22 OWP, which guides the collaborative metropolitan transportation planning process involving MTC, ABAG, Caltrans, and other local transportation partners and for authorization to enter into agreements for transportation planning funds.

**Action:** Commission Approval

**Presenter:** Brian Mayhew

**Upon the motion by Vice Chair Chavez and the second by Commissioner Worth, the Committee unanimously approved the referral of MTC Resolution No. 4458 to the Commission for approval. The motion carried by the following vote:**

**Aye:** 8 - Commissioner Abe-Koga, Vice Chair Chavez, Chair Glover, Commissioner Miley, Commissioner Papan, Commissioner Rabbitt, Commissioner Ronen and Commissioner Worth

### 4. Public Comment / Other Business

## **5. Adjournment / Next Meeting**

**The next meeting of the Administration Committee is scheduled to be held on Wednesday, May 12, 2021 at 9:40 a.m. remotely and by webcast. Any changes to the schedule will be duly noticed to the public.**