



# 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, November 10, 2021

9:40 AM

REMOTE

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### Call Remote Meeting to Order

Due to technical difficulties, Vice Chair Chavez chaired the meeting on behalf of Chair Glover.

### 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 Absent: Commissioner El-Tawansy

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

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

### 2. Consent Calendar

Regarding agenda item 2c, Vice Chair Chavez requested that the 2019 Plan for Special Language Services and Limited English Proficiencies Population Guide be embedded and that specific language reflecting MTC diversity goals be expressed in the contract with the Daily Journal Corporation dba California Newspaper Service Bureau.

Upon the motion by Commissioner Abe-Koga 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. [21-1242](#) Minutes of the October 13, 2021 meeting

**Action:** Committee Approval

- 2b.**     [21-1143](#)     Contract - Vehicle Miles Traveled (VMT) Policy Adoption Technical Assistance: Fehr & Peers (\$240,000) and Nelson/Nygaard Consulting Associates, Inc. (\$240,000)
- Action: Committee Approval
- Presenter: Krute Singa
- 2c.**     [21-1376](#)     Contract - Newspaper Legal Notice Services: Daily Journal Corporation dba California Newspaper Service Bureau (\$420,000)
- Action: Committee Approval
- Presenter: Marcella Aranda
- 2d.**     [21-1319](#)     MTC Resolution No. 4173, Revised. Reauthorization of MTC Investment Policy
- Action: Commission Approval
- Presenter: Brian Mayhew
- 2e.**     [21-1295](#)     MTC Resolution No. 4265, Revised - MTC Debt Policy Issuance and Management
- Action: Commission Approval
- Presenter: Brian Mayhew (Darren Wong)

### 3. Approval

- 3a.**     [21-1155](#)     Contract - Regional Network Management Business Case Evaluation: VIA - A Perkins Eastman Studio (\$750,000)

A request for Committee approval to enter into a contract with VIA - A Perkins Eastman Studio (VIA) in an amount not to exceed \$750,000 for the Regional Network Management Business Case Evaluation

Action: Committee Approval

Presenter: Theresa Romell

**Commissioner Worth was absent during the roll call for agenda item 3a.**

**Upon the motion by Commissioner Abe-Koga and the second by Chair Glover, the Committee approved the Contract with VIA. The motion carried by the following vote:**

**Aye:** 7 - Commissioner Abe-Koga, Vice Chair Chavez, Chair Glover, Commissioner Miley, Commissioner Papan, Commissioner Rabbitt and Commissioner Ronen

**Absent:** 1 - Commissioner Worth

- 3b.**     [21-1321](#)     Evaluation of the Regional Means-Based Transit Fare Pilot (Clipper® START) and Contract Amendment with Nelson Nygaard Consulting Associates, Inc. (\$72,000)

Information on Year 1 Evaluation of the Regional Means-Based Transit Fare Pilot (Clipper® START) findings and request that the Committee approve a contract amendment with Nelson Nygaard Consulting Associates, Inc. to add \$72,000 and extend the contract for evaluation support services through June 1, 2023.

**Action:** Committee Approval

**Presenter:** Judis Santos (MTC) and Tracy McMillan (Nelson Nygaard)

Aleta Dupree was called to speak.

**Upon the motion by Chair Glover and the second by Commissioner Abe-Koga, the Committee unanimously approved the contract amendment with Nelson Nygaard Consulting Associates, Inc. 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**

Aleta Dupree was called to speak.

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

**The next meeting of the Administration Committee is scheduled to be held on Wednesday, December 8, 2021 at 9:40 a.m. remotely and by webcast. Any changes to the schedule will be duly noticed to the public.**