



AGENDA

FINANCE COMMITTEE Meeting Notice

Date: 11:30 a.m., Tuesday, January 13, 2015

Location: Room 263, City Hall

Commissioners: Commissioners Cohen (Chair), Wiener (Vice Chair), Christensen, Farrell, Tang and Avalos (Ex Officio)

CLERK: Steve Stamos

1. Roll Call

Consent Calendar

- 2. Approve the Minutes of the December 9, 2014 Meeting – ACTION***
- 3. Recommend Exercising the Second One-Year Option of the Consultant Contracts with Arup North America Limited, Nelson\Nygaard Consulting Associates, and Stantec Consulting Services Inc. and Increasing the Contract Amounts by \$836,000, to a Combined Total Amount Not to Exceed \$1,736,000, for On-Call Transportation Planning Services, and Authorizing the Executive Director to Modify Contract Payment Terms and Non-Material Contract Terms and Conditions – ACTION***

On December 11, 2012, through Resolution 13-19, the Transportation Authority awarded three-year consultant contracts, with an option to extend for two additional one-year periods, to Arup North America Limited, Nelson\Nygaard Consulting Associates, and Stantec Consulting Services Inc., in a combined amount not to exceed \$600,000 for on-call transportation planning services. On June 24, 2014, through Resolution 14-82, the Transportation Authority approved the first of two contract options and increased the contract amounts by an additional \$300,000, to a combined total not to exceed \$900,000. For the upcoming year, the consultant teams will continue to provide assistance as the following projects advance forward – Geary Bus Rapid Transit, Chinatown Neighborhood Transportation Plan, Treasure Island Mobility Management Program, Freeway Corridor Management Study, and Strategic Highway Research Program Transit Passenger Simulation. The proposed contract amount also provides capacity to support the San Francisco Transportation Plan Update, as well as anticipated support for the Neighborhood Transportation Improvement Program, Strategic Analysis Reports, and other planning efforts. The establishment of contracts with one or more consultant teams enables the Transportation Authority to enlist the services of a broad range of transportation planning specialists on an on-call, task order basis. **We are seeking a recommendation to exercise the second one-year option of the consultant contracts with Arup North America Limited, Nelson\Nygaard Consulting Associates, and Stantec Consulting Services Inc. and increasing the contact amounts by \$836,000, to a combined total amount not to exceed \$1,736,000, for on-call transportation planning services and authorize the Executive Director to modify contract payment terms and non-material contract terms and conditions.**

4. Recommend Approval of the Revised Administrative Code, the Revised Rules of Order, the Revised Debt, Fiscal, Investment and Procurement Policies, and the Travel, Conference, Training and Business Expense Reimbursement Policy – ACTION*

While it is Transportation Authority direction to review the Investment Policy and Debt Policy on an annual basis, it is also important to review the administrative code and all policies periodically, to ensure compliance with current statutes and the Transportation Authority's objectives. Upon the advice of the Transportation Authority's financial advisors, bond counsel and legal counsel, we are recommending changes to the Administrative Code; Rules of Order; Debt, Fiscal, Investment, and Procurement Policies; and the Travel, Conference, Training and Business Expense Reimbursement Policy to conform to applicable law and consistent with state and local government codes. **We are seeking a recommendation to approve the revised Administrative Code, the revised Rules of Order, the revised Debt, Fiscal, Investment and Procurement Policies, and the Travel, Conference, Training and Business Expense Reimbursement Policy.**

End of Consent Calendar

5. Recommend Increasing the Amount of the Professional Services Contract with Mark Thomas & Company, Inc. by \$66,841 to a Total Amount Not to Exceed \$665,022 for Planning, Environmental, and Engineering Services; Increasing the Amount of the Professional Services Contract with S&C Engineers, Inc. by \$130,000, to a Total Amount Not to Exceed \$550,700, for Construction Management Services; Increasing the Amount of the Construction Contract with O.C. Jones & Sons, Inc. by \$348,000 to a Total Amount Not to Exceed \$2,369,468; Authorizing the Executive Director to Modify Payment Terms and Non-Material Contract Terms and Conditions for All Three Contracts; and Authorizing an Additional Construction Allotment of \$213,800 to a Total Amount Not to Exceed \$400,800 for the Folsom and Fremont Street Off-Ramp Realignment Project – ACTION*

As the Congestion Management Agency for San Francisco, the Transportation Authority is the lead agency in the implementation of the Folsom and Fremont Street Off-Ramp Realignment Project (project), implementing the project on behalf of the San Francisco Office of Investment and Infrastructure (OCII), Successor Agency to the Redevelopment Agency. Under agreements with OCII, we have entered into contracts with Mark Thomas & Company, Inc. (MTCO) for engineering design services, S&C Engineers, Inc. (S&CE) for construction management support services, and O.C. Jones & Sons, Inc. (OCJ) for construction services. Additional effort by both MTCO and S&CE was needed to complete the design phase, and constructability review, secure the Encroachment Permit from the California Department of Transportation, contractor procurement, and construction oversight. Further, the unforeseen discovery of contaminated soil on the project site necessitates a substantial increase to the construction contract budget that exceeds the original project reserve amount. We recommend that all three contracts be amended to account for the additional efforts required. Increases to these contracts are contingent on an amendment to our existing Memorandum of Agreement with OCII to fully reimburse the Transportation Authority for project management, administrative, construction management, and construction services. This agreement is anticipated to be amended by the Commission on OCII on January 20, 2015. **We are seeking a recommendation to increase the amount of the professional services contract with Mark Thomas & Company, Inc. by \$66,841 to a total amount not to exceed \$665,022, for planning, environmental, and engineering services; increase the amount of the professional services contract with S&C Engineers, Inc. by \$130,000 to a total amount not to exceed \$550,700, for construction management services; increase the amount of the construction contract with O.C. Jones & Sons, Inc. by \$348,000 to a total amount not to exceed \$2,369,468; authorize the Executive Director to modify contract payment terms and non-material contract terms and conditions for all three contracts; and authorizing an additional construction allotment of \$213,800 to a total amount not to exceed \$400,800 for the Folsom and Fremont Street Off-Ramp Realignment Project.**

6. Recommend Approval of the Scope of Work for the Improving West Side Transit Access Strategic Analysis Report – ACTION*

At the November 18 meeting of the Finance Committee, Commissioner Tang requested that staff conduct a Strategic Analysis Report (SAR) to investigate options for improving access to alternative modes, especially transit, on the West Side of San Francisco. She cited the 2014 Sunset District Blueprint that identified the need to improve transit service quality in the west side, which is less convenient and reliable than in the eastern core of the city. As a result, a disproportionate share of west side residents and employees choose to drive. Equity analysis conducted for the San Francisco Transportation Plan identified that transit access in the city's west side is poorer than in other parts of the city. As part of the SAR scoping process, we have consulted further with Commissioner Tang and with the San Francisco Municipal Transportation Agency on relevant issues that should be addressed in the SAR. The proposed SAR will identify recommendations for improving the alternative transportation options available in the west side, focusing on one or more specific travel markets (e.g. west side to downtown or west side to south bay) as well as one or more target groups of travelers (e.g. students, commuters, or other). The SAR will identify the current travel patterns of those in the target market; identify the transportation options already available to them and those planned for the future, and make strategic recommendations regarding possible additional improvements that would serve their travel needs and encourage use of sustainable modes of travel. The effort is intended to be completed in approximately 6 months for an expected cost of \$30,000. We budgeted for two SARs in Fiscal Year 2014/15. If approved, this would be the first SAR authorized this fiscal year. **We are seeking approval of the scope of work for the Improving West Side Transit Access SAR.**

7. State and Federal Legislative Update – INFORMATION/ACTION*

Every month, we provide an update on state and federal legislation and, when appropriate, seek recommendations to adopt new positions on active legislation. The attached matrix tracks the latest activity on state bills and the positions previously adopted by the Transportation Authority. As shown on the attached legislative matrix, we are currently not recommending the approval of any new positions this month, but are adding a bill to watch. At the meeting, we will also provide an overview of the \$1.1 Trillion federal spending bill that President Obama signed into law on December 16, 2014 and its impact on transportation funding. **This is an information/action item.**

8. Introduction of New Items – INFORMATION

9. Public Comment

10. Adjournment

* Additional materials

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Finance Committee Meeting Agenda

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