



AGENDA

FINANCE COMMITTEE Meeting Notice

Date: 11:00 a.m., Tuesday, June 9, 2015
Location: Room 263, City Hall
Commissioners: Commissioners Avalos (Chair), Mar (Vice Chair), Campos, Cohen, Kim and Wiener (Ex Officio)

Clerk: Steve Stamos

1. Roll Call

Consent Calendar

2. Approve the Minutes of the May 12, 2015 Meeting – ACTION*
3. Recommend Authorizing the Executive Director to Execute Annual Contract Renewals and Options for Various Annual Professional Services in an Amount Not to Exceed \$1,950,000 and to Modify Contract Payment Terms and Non-Material Contract Terms and Conditions – ACTION*

The Transportation Authority contracts with City and County of San Francisco (City) departments and outside firms for certain specialized professional services in areas where factors like costs, work volume, or the degree of specialization required would not justify the use of in-house staff. As summarized in Attachment 1, we are recommending renewing annual contracts for general legal counsel, video production services for Transportation Authority Board and Committee meetings, and exercising an option for on-call program management oversight and general engineering consulting services, in an amount not to exceed \$1,950,000.

End of Consent Calendar

4. State and Federal Legislative Update – INFORMATION*

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. We are not recommending any new positions this month, but are adding bills to watch.

5. Recommend Awarding a Three-Year Professional Services Contract, with an Option to Extend for Two Additional One-Year Periods, to Vavrinek, Trine, Day & Co., LLP in an Amount Not to Exceed \$300,000 for Annual Audit Services, and Authorizing the Executive Director to Negotiate Contract Payment Terms and Non-Material Contract Terms and Conditions – ACTION*

Under its fiscal policy, Transportation Authority financial transactions and records are to be audited by an

independent certified public accountant (CPA) firm at least annually and a report be submitted to the Transportation Authority Board on the results of the audit. The prior auditing services contract with Macias, Gini & O'Connell LLP will expire on June 30, 2015. The Transportation Authority's policy is to competitively re-bid professional services contracts after five years. Therefore on March 13, 2015, we issued a Request for Proposals (RFP 14/15-04) for annual audit services for a three-year contract covering audit for Fiscal Years 2014/15 through 2016/17, with two additional one-year extension options. By the due date of April 22, we received three responsive bids, which included both a technical and cost component. Interviews were conducted on May 6 by a selection panel comprised of staff from the Transportation Authority and the San Francisco Office of the Controller. Based on this competitive process, the selection panel recommended award of an annual audit services contract to the highest-ranking firm, Vavrinek, Trine, Day & Co., LLP.

6. Recommend Increasing the Amount of the Professional Services Contract with Parsons Brinckerhoff, Inc. by \$224,600 for a Total Amount Not to Exceed \$596,600, for Planning and Engineering Services for the 19th Avenue/M-Ocean View Project Pre-Environmental Study Phase and Authorizing the Executive Director to Modify Contract Payment Terms and Non-Material Contract Terms and Conditions – ACTION*

The Transportation Authority is serving as the procuring agency for the 19th Avenue/M-Ocean View Project Pre-Environmental Study Phase being led by the San Francisco Municipal Transportation Agency (SFMTA). This phase continues work started in the Transportation Authority-led 19th Avenue Transit Study (Feasibility Study). The major objectives of this phase are to advance project development to the 5-10% level of engineering and prepare California Department of Transportation (Caltrans) Project Study Report-Project Development Support (PSR-PDS) documentation required given the project's location within Caltrans-owned right-of-way. Substantial progress has been made since initiation of this phase in Summer 2014 with the project team anticipating submittal of the draft PSR-PDS package to Caltrans for review in early Summer 2015. Additional funding is being sought primarily for two reasons: 1) to cover additional costs incurred as a result of an incorrect assumption that the level of engineering work completed in the Feasibility Study was adequate to carry directly into the PSR-PDS; and 2) to conduct additional conceptual engineering work to consider refinements to the southern grade-separated crossing that is essential to conduct in advance of the subsequent environmental review phase of the project. Amendment of the Parsons Brinckerhoff contract is contingent on the approval of additional Prop K sales tax funds (an item on the Plans and Programs Committee's agenda) and on the amendment of Contract No. SFMTA-2014-44 between the Transportation Authority and the SFMTA that provides budget for all Transportation Authority staff and consultant costs dedicated to this phase of the project.

7. Recommend Adopting the Proposed Fiscal Year 2015/16 Annual Budget and Work Program – ACTION*

Pursuant to State statutes (PUC Code Sections 131000 et seq.) and the Transportation Authority's Fiscal Policy, the Transportation Authority Board must adopt an annual budget for the following fiscal year by June 30. The proposed Fiscal Year (FY) 2015/16 Annual Budget includes projections of sales tax revenues; federal, state and regional grants; investment income for the fiscal period; and projections of operating and administrative costs, capital expenditures, and associated financing costs. The proposed FY 2015/16 Annual Budget also includes a description of the Transportation Authority's proposed Work Program for the coming fiscal year. Total revenues are project to be \$214.8 million, including \$101.3 million in sales tax revenues. Total expenditures are project to be \$273.1 million. Capital project expenditures are projected to be \$241.4 million or about 88.4% of total expenditures. The final proposed FY 2015/16 Annual Budget and Work Program will be presented to the Transportation Authority Board on June 23 for approval.

8. Introduction of New Items – INFORMATION

During this segment of the meeting, Committee members may make comments on items not specifically listed above, or introduce or request items for future consideration.

9. Public Comment

10. Adjournment

* Additional materials

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The Legislative Chamber (Room 250) and the Committee Room (Room 263) in City Hall are wheelchair accessible. Meetings are real-time captioned and are cablecast open-captioned on SFGovTV, the Government Channel 26. Assistive listening devices for the Legislative Chamber are available upon request at the Clerk of the Board's Office, Room 244. Assistive listening devices for the Committee Room are available upon request at the Clerk of the Board's Office, Room 244 or in the Committee Room. To request sign language interpreters, readers, large print agendas or other accommodations, please contact the Clerk of the Authority at (415) 522-4800. Requests made at least 48 hours in advance of the meeting will help to ensure availability.

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There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex. Accessible curbside parking is available on Dr. Carlton B. Goodlett Place and Grove Street.

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If any materials related to an item on this agenda have been distributed to the Finance Committee after distribution of the agenda packet, those materials are available for public inspection at the Transportation Authority at 1455 Market Street, Floor 22, San Francisco, CA 94103, during normal office hours.

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