



February 19, 2004

TRANSBAY JOINT POWERS AUTHORITY BOARD OF DIRECTORS

MINUTES

Thursday, February 19, 2004
1 Carlton B. Goodlett Place, Room 416
San Francisco, CA

BOARD OF DIRECTORS

Michael Nevin, Chair
Greg Harper, Vice Chair
Michael T. Burns
Chris Daly

Executive Director
Maria Ayerdi

Secretary
Roberta Boomer

201 Mission St. #1960
San Francisco, California 94105
415-597-4620
415-597-4615 fax

9:00 - REGULAR MEETING

ORDER OF BUSINESS

1. Call to Order

Chairman Nevin called the meeting to order at 9:10 a.m.

2. Roll Call

Present:
Michael Burns
Chris Daly

Greg Harper
Mike Nevin

3. Communications

None.

4. Board of Director's New and Old Business

Vice Chairman Harper introduced Maria Acosta with the Bay Area Women's Transportation Seminar, an organization that promotes women in the transportation industry. Ms. Acosta announced that they have awarded the "Women of Year" to Maria Ayerdi. The formal award will be presented at a dinner in June. Chairman Nevin congratulated Executive Director Ayerdi for the award

Director Burns asked that a discussion regarding the 80 Natoma development be scheduled for the next regular meeting, including an analysis on the impact to the Transbay Terminal.

5. Executive Director's Report

Executive Director Ayerdi is deeply touched to be recognized by WTS.

The TJPA has a new office at 201 Mission St., at Beale and has hired new staff. Exec. Director Ayerdi introduced Sara Gigliotti as the office manager, Gerald Cauthen as Deputy Director of Quality Assurance and Elizabeth Wiecha as Chief Engineer.

The Engineering RFP was readvertised and responses are due on March 5. The Project Manager and Legal RFP's will be released in March.

There will be a joint hearing in early spring to certify the environmental review documents.

6. Public Comment

Ellen Ullman, a resident at the Clocktower Lofts, asked about the plan for the bus depot. The Preferred plan states that there will be car parking within Terminal and will have bus parking on Stillman Street between 2nd and 4th. She recommends against this proposal as it violates the City's own design guidelines which stress "Transit First". The Plan doesn't countenance residential areas next to a bus depot and housing surrounds the Stillman St. area. The most obvious place for bus parking is in the terminal itself. (E.D. Ayerdi clarified that there is no plan for car parking within the terminal. Director Daly stated that this issue is coming up and perhaps we could work out a community outreach strategy. E.D. Ayerdi stated that there was extensive public review of the plan in 2002 but suggested further meetings. Director Daly asked for a presentation on the bus storage plan at the next meeting.)

Richard Mylnarik suggests that staff reports be available on-line before each meeting. People are interested in project and the TJPA needs to communicate as openly as possible.

Ken Bukowski, Vice Mayor, Emeryville has read about the 80 Natoma project. He wonders how to build a large tower without transit access. He called the recent article slanted and creating a wrong impression. He doubts that the area can be developed if the terminal project goes forward.

THE FOLLOWING MATTERS BEFORE THE TRANSBAY JOINT POWERS AUTHORITY ARE RECOMMENDED FOR ACTION AS STATED BY THE EXECUTIVE DIRECTOR OR THE CHAIR.

CONSENT CALENDAR

7. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Transbay Joint Powers Authority, and will be acted upon by a single vote. There will be no separate discussion of these items unless a member of the Board or the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

(7.1) Approving the Minutes of the November 24, 2003 meeting.

(7.2) Authorizing the Executive Director to execute Amendment #1 to the Management and Administrative Services contract with Local Government Services to include FTA requirements and to increase the upfront payment for administrative expenses.

RESOLUTION 04-001

No public comment.

On motion to approve:

ADOPTED: AYES – Burns, Daly, Harper and Nevin

REGULAR CALENDAR

8. Approving the Transbay Joint Powers Authority FY 2003-04 budget in the amount of \$2,630,301.

Nancy Whelan, TJPA consultant presented the FY04 budget. This budget was presented as a draft in November and is the first budget that the TJPA has adopted. Staff will return in April or May with the FY05 budget, which should be adopted before the end of June.

Director Burns is concerned about money in hand versus expected future revenues. He is hesitant to adopt a spending plan when the actual receipt of monies is uncertain.

Nancy Whelan stated that the FY04 budget is fully funded. She is talking to the Metropolitan Transportation Commission about cash flow. E.D. Ayerdi added that the Transportation Authority is putting their plan together for their expenditures. Director Burns would like staff to provide detail on the status of the funding initiatives as part of the budget process.

No public comment.

RESOLUTION 04-002

On motion to approve:

ADOPTED: AYES – Burns, Daly, Harper and Nevin

9. Presentation on the status of contracts greater than \$25,000.

Nancy Whelan presented the quarterly report on projects and procurements.

Director Burns asked for information about how the decision to use the design/build method of construction in the Engineering RFP was made. E.D. Ayerdi will be happy to provide that information to the Authority.

10. Authorizing the Executive Director to execute a Professional Services Agreement with Transbay Financial Consulting to perform program grant administration, budgeting, financial management and cost control services for a term not to exceed five years, and at a cost not to exceed \$819,438.

Director Burns stated that the people being hired through this agreement are exceptionally talented and they are people that he has worked with in other areas. He is concerned that given the state of the economy that only one bid was received. Exec. Director Ayerdi stated that the information was sent to 23 companies, an ad was placed in the Independent and was also posted on the TJPA website and the City's website. She discussed the lack of response with potential bidders who said they either didn't feel they had the qualifications or that they wanted to participate in other upcoming RFP's. Staff has documented these responses.

Director Burns is supportive of this agreement and he encouraged staff to include criteria that would encourage competition when crafting future RFP's. It may be that some of the criteria in the RFP were too narrowly defined and discouraged participation, which is not healthy.

No public comment.



RESOLUTION 04-003

On motion to approve:

ADOPTED: AYES – Burns, Daly, Harper and Nevin

ADJOURN - The meeting was adjourned at 10:15 a.m.

A tape of the meeting is on file in the office of the Secretary to the Transbay Joint Powers Authority Board of Directors

Roberta Boomer
Board Secretary

The Ethics Commission of the City and County of San Francisco has asked us to remind individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Admin. Code Sections 16.520 - 16.534] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 1390 Market Street, Suite 801, San Francisco, CA 94102, telephone (415) 554-9510, fax (415) 554-8757 and web site: sfgov.org/ethics.