



CALL AND NOTICE

REVISED

CALL AND NOTICE OF A SPECIAL MEETING OF THE ADMINISTRATIVE COMMITTEE OF THE ASSOCIATION OF BAY AREA GOVERNMENTS

As Chair of the Administrative Committee of the Association of Bay Area Governments (ABAG), I am calling a special meeting of the ABAG Administrative Committee as follows:

Special Joint Meeting with the MTC Planning Committee

Friday, December 11, 2015, 10:30 AM

Location:

Joseph P. Bort MetroCenter
Lawrence D. Dahms Auditorium
101 8th Street
Oakland, California

The ABAG Administrative Committee may act on any item on this agenda.

Agenda and attachments available at abag.ca.gov

This meeting is scheduled to be audiocast live on the Metropolitan Transportation Commission website at mtc.ca.gov

For information, contact Fred Castro, Clerk of the Board, at (510) 464 7913.

1. **CALL TO ORDER / ROLL CALL / CONFIRM QUORUM**
2. **ABAG COMPENSATION ANNOUNCEMENT**
3. **MTC CONSENT CALENDAR**
 - A. **MTC Planning Committee Minutes of the December 4, 2015 Meeting**

MTC Planning Committee Approval
4. **APPROVAL OF ABAG ADMINISTRATIVE COMMITTEE SUMMARY MINUTES OF NOVEMBER 13, 2015 AND DECEMBER 4, 2015**

ABAG Administrative Committee Action

ABAG Administrative Committee

December 4, 2015

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5. MTC / ABAG MERGER STUDY—COMMITTEE MEMBERS

A. Concurrence in the Recommendation for Management Partners to be Retained under MTC / ABAG Merger Study Contract (\$275,000)

ABAG Administrative Committee Action / MTC Planning Committee Action and Referral to the MTC Commission for Approval

B. Scope of Work and Study Objectives—Continued Discussion

ABAG Administrative Committee Information / MTC Planning Committee Information

6. PUBLIC COMMENT / OTHER BUSINESS

7. ADJOURNMENT / NEXT MEETING

The next joint meeting of the ABAG Administrative Committee and the MTC Planning Committee is on January 8, 2016, 10:30 AM.

The ABAG Administrative Committee will adjourn to ABAG, 101 8th Street, Conference Room B, immediately after the conclusion of the joint meeting with the MTC Planning Committee to continue its meeting.

ADMINISTRATIVE COMMITTEE

Continuation of Special Meeting

Friday, December 11, 2015

Time: Immediately after the conclusion of the joint meeting with the MTC Planning Committee.

Location:

Association of Bay Area Governments
101 8th Street, Conference Room B
Oakland, California

8. RECONVENE MEETING / CALL TO ORDER / ROLL CALL / CONFIRM QUORUM

9. CLOSED SESSION

The following items will be discussed in closed session pursuant to the requirements of the Ralph M. Brown Act:

A. Conference with Legal Counsel—Anticipated Litigation [GC Sec. 54956.9(d)(1)]

B. Conference with Labor Negotiators

Agency designated representatives: Brian Kirking, ABAG Information Technology/Human Resources Director; Brad Paul, ABAG Deputy Executive Director

Employee organization: SEIU Local 1021

ABAG Administrative Committee

December 4, 2015

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C. Conference with Real Property Negotiators

Property: 375 Beale Street, San Francisco, CA

Agency Negotiators: Ezra Rapport, Executive Director; Brian Kirking, Director of Information Services & Resources and Kenneth Moy, Legal Counsel

BAHA Negotiating Parties: Andrew Fremier, Deputy Executive Director, Teri Green, Director and Adrienne Weil, General Counsel

Under negotiation: Condominium Mapping, CC&R's and Move

10. REPORT OUT OF CLOSED SESSION

11. ADJOURNMENT

Members of the public shall be provided an opportunity to directly address the ABAG Administrative Committee concerning any item described in this notice before consideration of that item.

Agendas and materials will be posted and distributed for this meeting by ABAG staff in the normal course of business.

Submitted:

/s/ Julie Pierce
Chair, Administrative Committee

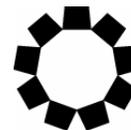
Date Submitted: December 8, 2015

Date Posted: December 9, 2015

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ASSOCIATION OF BAY AREA GOVERNMENTS

Representing City and County Governments of the San Francisco Bay Area



ABAG

AGENDA

REVISED

ADMINISTRATIVE COMMITTEE

Special Joint Meeting with the MTC Planning Committee

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Agenda and attachments available at abag.ca.gov

This special joint meeting is scheduled to be audiocast live on the Metropolitan Transportation Commission website at mtc.ca.gov

For information, contact Fred Castro, Clerk of the Board, at (510) 464 7913.

1. CALL TO ORDER / ROLL CALL / CONFIRM QUORUM

2. ABAG COMPENSATION ANNOUNCEMENT

Clerk of the Board

3. MTC CONSENT CALENDAR

A. MTC Planning Committee Minutes of the December 4, 2015 Meeting

MTC Planning Committee Approval

Attachment: MTC Planning Committee Minutes of December 4, 2015

4. APPROVAL OF ABAG ADMINISTRATIVE COMMITTEE SUMMARY MINUTES OF NOVEMBER 13, 2015 AND DECEMBER 4, 2015

ABAG Administrative Committee Action

Attachments: Summary Minutes of November 13, 2015; Summary Minutes of December 4, 2015

ABAG Administrative Committee

December 11, 2015

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5. MTC / ABAG MERGER STUDY—COMMITTEE MEMBERS

A. Concurrence in the Recommendation for Management Partners to be Retained under MTC / ABAG Merger Study Contract (\$275,000)

ABAG Administrative Committee Action / MTC Planning Committee Action and Referral to the MTC Commission for Approval

Julie Pierce, ABAG President, and Dave Cortese, MTC Chair

Attachment: Recommended Consultant Award

B. Scope of Work and Study Objectives—Continued Discussion

ABAG Administrative Committee Information / MTC Planning Committee Information

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7. ADJOURNMENT / NEXT MEETING

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11. ADJOURNMENT

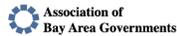
Submitted:

/s/ Ezra Rapport, Secretary-Treasurer

Date Submitted: December 8, 2015

Date Posted: December 9, 2015

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101 Eighth Street,
Joseph P. Bort
MetroCenter
Oakland, CA

Meeting Minutes - Draft

Special Joint MTC Planning Committee with the ABAG Administrative Committee

MTC Committee Members:

James P. Spering, Chair Anne W. Halsted, Vice Chair

*Alicia C. Aguirre, Scott Haggerty, Steve Kinsey
Sam Liccardo, Julie Pierce*

Non-Voting Members: Tom Azumbrado, Dorene M. Giacopini

Friday, December 4, 2015

10:00 AM

Lawrence D. Dahms Auditorium

1. Roll Call / Confirm Quorum

Roll Call

Present: 6 - Chairperson Spering, Vice Chair Halsted, Commissioner Aguirre, Commissioner Haggerty, Commissioner Kinsey and Commissioner Pierce

Absent: 1 - Commissioner Liccardo

Non-Voting Member Present: Commissioner Giacopini

Non-Voting Member Absent: Commissioner Azumbrado

Ex Officio Voting Member Present: Commission Chair Cortese

Ad Hoc Non-Voting Members Present: Commissioner Luce and Commissioner Rein Worth

ABAG Administrative Committee members present were: Cortese, Eklund, Gupta, Haggerty, Harrison, Luce, Pierce, and Spering.

2. Pledge of Allegiance

3. MTC Compensation Announcement - Committee Secretary

4. ABAG Compensation Announcement - Clerk of the Board

5. MTC / ABAG Merger Study - Committee Members

5. [15-1100](#)

5a. [15-1073](#) MTC and ABAG Objectives

Action: Information

5b. [15-1072](#) Scope of Work

Action: Information

The following individuals spoke on this item:

David Schonbrunn of TRANSDEF;

Revan Tranter - ABAG Executive Director Emeritus;

Matt Vander Sluis of Greenbelt Alliance; and

Lee Huo President - ABAG Chapter SEIU 1021.

5c. [15-1071](#) Consultant Selection Process

Action: Information

5d. [15-1095](#) Agency Cost Sharing for Merger Study

Action: Information

5e. [15-1074](#) Stakeholder Input / Technical Advisory Committee (including how to address requests for speaking engagements)

Action: Information

6. Public Comment / Other Business

Ken Bukowski was called to speak; and

Jane Kramer was called to speak.

7. Adjournment / Next Meeting

The next meeting of the Special Joint MTC Planning Committee with ABAG Administrative Committee will be held on December 11, 2015 at 10 a.m. in the Lawrence D. Dahms Auditorium, First Floor, 101 Eighth Street, Oakland, CA.

SUMMARY MINUTES (DRAFT)

ABAG Administrative Committee Special Meeting
Friday, November 13, 2015
Joseph P. Bort MetroCenter
101 8th Street, Oakland, California

1. CALL TO ORDER / ROLL CALL / CONFIRM QUORUM

ABAG President and Committee Chair Julie Pierce, Councilmember, City of Clayton, called the special meeting of the Administrative Committee of the Association of Bay Area Governments to order at about 9:30 a.m.

The Committee met jointly with the Planning Committee of the Metropolitan Transportation Commission.

A quorum of the Committee was present at about 9:39 a.m.

Members Present

Councilmember Julie Pierce, City of Clayton
Supervisor Dave Cortese, County of Santa Clara
Mayor Pro Tem Pat Eklund, City of Novato
Councilmember Pradeep Gupta, City of South San Francisco
Supervisor Scott Haggerty, County of Alameda
Mayor Bill Harrison, City of Fremont
Supervisor Eric Mar, City and County of San Francisco
Supervisor James Spering, County of Solano

Members Absent

Supervisor Mark Luce, County of Napa
Supervisor Dave Pine, County of San Mateo (Alternate)
Supervisor David Rabbitt, County of Sonoma

Staff Present

Ezra Rapport, ABAG Executive Director
Kenneth Moy, ABAG Legal Counsel
Brad Paul, ABAG Deputy Executive Director
Miriam Chion, ABAG Planning and Research Director
Pedro Galvao, ABAG Regional Planner

2. PLEDGE OF ALLEGIANCE

3. MTC COMPENSATION ANNOUNCEMENT

4. ABAG COMPENSATION ANNOUNCEMENT

Fred Castro, Clerk of the Board, made the compensation announcement.

5. MTC PLANNING COMMITTEE CONSENT CALENDAR

A. Approval of MTC Planning Committee Minutes of October 9, 2015

[The Committee next took up Item 7.]

6. APPROVAL OF ABAG ADMINISTRATIVE COMMITTEE SUMMARY MINUTES OF OCTOBER 9, 2015 AND OCTOBER 28, 2015

President Pierce recognized a motion by Scott Haggerty, Supervisor, County of Alameda, which was seconded by Pat Eklund, Mayor Pro Tem, City of Novato, to approve the Administrative Committee summary minutes of October 9, 2015, and October 28, 2016, with modifications.

The ayes were: Pierce, Cortese, Eklund, Gupta, Haggerty, Harrison, Mar, Spring.

The nays were: None.

The abstentions were: None.

The absences were: Luce, Pine (Alternate), Rabbitt.

The motion passed unanimously.

7. APPROVAL OF STAFF RECOMMENDATION FOR REMAINING PERFORMANCE TARGETS—MTC RESOLUTION NO. 4204, REVISED

Dave Vautin, MTC, and Pedro Galvao, ABAG, reported on the staff recommendation for performance targets not already adopted (adequate housing, displacement risk, jobs / wages, and goods movement).

Members discussed the recommended performance targets for adequate housing, displacement risk, jobs / wages, and goods movement; displacement data; displacement and the economy; high opportunity areas; urban centers; displacement and displacement growth; risk of displacement measurement; regional housing control total; middle wage industries; urban growth boundaries.

The following individuals gave public comment: David Zisser, Public Advocates; Louise Averhahn, Working Partnerships; Reverend Kirsten Snow Spalding, San Mateo County Union Community Alliance; Bob Allen, Urban Habitat; Clarrissa Cabansagan, Transform; Tim Frank, Center for Sustainable Neighborhoods; Matt Vander Sluis, Greenbelt Alliance; Ken Bukowski; Scott Lane; Alex Lantsberg, Northern California Carpenters Regional Council; and Rick Auerback, West Berkeley Artisans and Industrial Companies.

The MTC Planning Committee approved the recommendation to adopt MTC Resolution No. 4204, Revised.

President Pierce recognized a motion by Eklund, which was seconded by Pradeep Gupta, Councilmember, City of South San Francisco, to recommend the approval of the performance targets not already adopted, i.e., adequate housing, displacement risk, jobs/wages, and goods movement, with the addition of a footnote on number two which includes the clarification that ABAG is requesting.

Members discussed middle wage industries, workshops on displacement and middle wage industries, and committee process.

The ayes were: Pierce, Cortese, Eklund, Gupta, Haggerty, Harrison, Mar, Spring.

The nays were: None.

The abstentions were: None.

The absences were: Luce, Pine (Alternate), Rabbitt.

The motion passed unanimously.

[The Committee next took up Item 6.]

8. INFORMATION

A. Report on Plan Bay Area 2040 Scenario Planning Approach and Draft Scenario Concepts

Miriam Chion, ABAG, and Ken Kirkey, MTC, reported on the approach for development of the Plan Bay Area 2040 scenarios.

Members discussed land use strategies and local control.

The following individuals gave public comment: Matt Vander Sluis, Greenbelt Alliance; Scott Lane; Carl Anthony, Breakthrough Communities.

B. Report on Follow-up to MTC Commission and ABAG Administrative Committee Actions of October 28, 2015

Alix Bockelman, MTC, and Bradford Paul, ABAG, reported on next steps related to action taken on October 28, with respect to the development of a MTC/ABAG Merger Study and Merger Implementation Plan.

Members discussed the preliminary Merger Study scope of work; consultant selection process; and special joint meetings schedule; technical advisory group; application review.

The following individual gave public comment: Matt Vander Sluis, Greenbelt Alliance.

9. PUBLIC COMMENT / OTHER BUSINESS

There was no public comment.

10. ADJOURNMENT / NEXT MEETING

The meeting adjourned at about 11:48 a.m.

Next meeting: December 11, 2015 9:30 AM

Submitted:



Ezra Rapport, Secretary-Treasurer

Date Submitted: December 3, 2014

Date Approved:

For information, contact Fred Castro, Clerk of the Board, at (510) 464 7913 or FredC@abag.ca.gov.

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SUMMARY MINUTES (DRAFT)

ABAG Administrative Committee Special Meeting
Friday, December 4, 2015
Joseph P. Bort MetroCenter
101 8th Street, Oakland, California

1. CALL TO ORDER / ROLL CALL / CONFIRM QUORUM

ABAG President and Committee Chair Julie Pierce, Councilmember, City of Clayton, called the special meeting of the Administrative Committee of the Association of Bay Area Governments to order at about 10:02 a.m.

The Committee met jointly with the Planning Committee of the Metropolitan Transportation Commission.

A quorum of the Committee was present at about 10:02 a.m.

Members Present

Councilmember Julie Pierce, City of Clayton
Supervisor Dave Cortese, County of Santa Clara
Mayor Pro Tem Pat Eklund, City of Novato
Councilmember Pradeep Gupta, City of South San Francisco
Supervisor Scott Haggerty, County of Alameda
Mayor Bill Harrison, City of Fremont
Supervisor Mark Luce, County of Napa
Supervisor James Spering, County of Solano

Members Absent

Supervisor Eric Mar, City and County of San Francisco
Supervisor Dave Pine, County of San Mateo (Alternate)
Supervisor David Rabbitt, County of Sonoma

Staff Present

Brad Paul, ABAG Deputy Executive Director
Kenneth Moy, ABAG Legal Counsel
Miriam Chion, ABAG Planning and Research Director

2. PLEDGE OF ALLEGIANCE

3. MTC COMPENSATION ANNOUNCEMENT

4. ABAG COMPENSATION ANNOUNCEMENT

Fred Castro, Clerk of the Board, made the compensation announcement.

5. REPORT ON MTC / ABAG MERGER STUDY—COMMITTEE MEMBERS

Members reviewed the staff memo.

A. MTC AND ABAG OBJECTIVES

Members discussed study objectives, including goals, objectives, criteria, vision, aspirations, conduct, outreach; developing the scope of work; identifying and clarifying the problem to be solved; issues reported at the MTC meeting on September 23; conflict resolution process; basic principles, including local land use control, governance,

representation, evaluation of available options; Plan Bay Area, including problems and issues identified by staff, ABAG funding, ABAG activities, supporting retired and current employees, agency effectiveness and functional efficiencies, total merger and state legislation, mediation for controversial issues, independent funding source for ABAG.

Spring requested that audio recordings and transcripts of the proceedings be provided to consultants.

B. SCOPE OF WORK

Members discussed scope of work, including efficiency and stakeholder inputs; consultant selection and committee speaking with consultants; coming up with an effective agency that represents taxpayers in doing the job related to transportation and housing; looking at other Council of Government organizations; directions to the consultant regarding merger options; timeline for completing study; joint committee structure to keep both MTC and ABAG perspectives; merger evaluation plan; integrated versus independent interests; regional purposes and retaining local control of land use; understanding financial status of both agencies; continue ensuring timely delivery of MTC projects; risks versus rewards of change; governance model; public involvement; completion timeframe; analysis of issues, opportunities and challenges; strength of regional government is local elected officials; understanding culture and mission of both agencies; evaluation of opportunities leading to merger; effectiveness and responsibility to taxpayers; joint committee communications during study; different study goals; staff input on problems and goals; objective evaluation of problems, goals, principals, options; public engagement; consultant interviewing committee members; defining purpose, vision and principles; planning for future of Bay Area; transparency and collaboration.

Spring encouraged those interested to submit comments to the joint committee for review and consideration; pointed that the consultant look at the status of ABAG considering whether in July the ABAG will be funded; strengthening and supporting local planning; suggested further discussion on the scope of work with the consultant.

The following individuals gave public comment: David Schonbrunn, TRANSDEF; Revan Tranter, ABAG Executive Director Emeritus; Matt Vander Sluis, Greenbelt Alliance; Lee Huo, President, ABAG Chapter, SEIU 1021.

C. CONSULTANT SELECTION PROCESS

Members discussed the consultant selection process, including evaluation panel and interviews.

Alix Bockelman, MTC Deputy Executive Director, commented on the evaluation panel recommendation, committee concurrence, and MTC Commission approval, and on the MTC contract process.

Members discussed the committee speaking with the selected consultant before the consultant work begins; the consultant taking direction from the joint committees; the joint committees are leading process; the process public driven, not staff driven; consultant selection process report to the joint committee.

Cynthia Segal, MTC Deputy General Counsel, reported on the consultant selection process and confidentiality, selection and recommendation and concurrence.

Members were informed of the members of the evaluation panel.

D. AGENCY COST SHARING FOR MERGER STUDY

Steve Heminger, MTC Executive Director, requested direction from the joint committee on the cost sharing for the merger study.

Members discussed MTC staff request for direction from joint committee on sharing cost of the merger study; ABAG staff comment on providing a significant contribution based on a percentage with a cap; carrying over the discussion on agency cost sharing until the following meeting; both agencies providing equal buy-in and inequality on the process; MTC funding planning and agency expectations and commitment; ABAG funding mechanism; discussion on MTC Resolution 4210 and cost of merger study; agency misunderstandings and communications; funding policy decision of executive director; clarification of how joint committee and agencies discuss issues in public, establishing ground rules starting at joint committees and agreed to by both MTC Commission and ABAG Executive Board; consultant help developing ground rules on communications; joint committee manage the merger study.

E. STAKEHOLDER INPUT / TECHNICAL ADVISORY COMMITTEE, INCLUDING HOW TO ADDRESS REQUESTS FOR SPEAKING ENGAGEMENTS

Members discussed third party, stakeholder input and public process for public and stakeholder input; considering legislature input; technical advisory committee answering to joint committees; technical advisory committee formation; consultant suggestions on the technical advisory committee.

6. PUBLIC COMMENT / OTHER BUSINESS

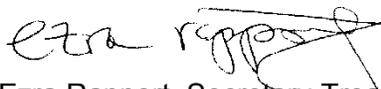
The following individuals gave public comment: Ken Bukowski; Jane Kramer.

7. ADJOURNMENT / NEXT MEETING

The meeting adjourned at about 11:21 a.m.

Next meeting: December 11, 2015

Submitted:



Ezra Rapport, Secretary-Treasurer

Date Submitted: December 7, 2014

Date Approved:

For information, contact Fred Castro, Clerk of the Board, at (510) 464 7913 or FredC@abag.ca.gov.

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TO: Special Joint MTC Planning Committee with the
ABAG Administrative Committee

DATE: December 9, 2015

FR: MTC Chair and ABAG President

RE: Concurrence in the Recommendation for Management Partners to be retained under MTC / ABAG
Merger Study Contract (\$275,000)

This memorandum requests the Joint Committee's concurrence in the evaluation panel's recommendation to select Management Partners for the contract to conduct the MTC/ABAG Merger Study and Merger Implementation Plan (MIP) in an amount not to exceed \$275,000, and to forward the recommendation to MTC for approval.

Background

On October 28th, the MTC Commission and ABAG Administrative Committee approved resolutions calling for development of a merger study and MIP. Specifically, the resolutions both include the provision below:

MTC and ABAG shall expedite the retention of a mutually acceptable consultant to conduct a jointly funded merger study and a merger implementation plan of MTC and ABAG to be completed by June 1, 2016. The study shall examine the policy, management, financial and legal issues associated with further integration, up to and including institutional merger between MTC and ABAG and shall set forth the specific plans benchmarks, and milestones for implementation. This plan shall be referred to as the proposed ABAG/MTC Merger Implementation Plan (MIP). The study and plan shall be governed by the joint MTC Planning and ABAG Administrative committees and be informed by the full participation of designated ABAG and MTC representatives through public meetings governed by the Brown Act.

Procurement Process

On November 5, 2015, MTC, with ABAG concurrence, issued a Request for Qualifications (RFQ) for consultant assistance in the above-described project. An email advertising the availability of the RFQ on MTC's website was sent to almost 1,200 individuals/firms. MTC received two Statements of Qualifications (SOQ) by the due date specified in the RFQ, which were evaluated by a panel of representatives from MTC and ABAG.

The evaluation criteria included: 1) Individual and team experience (60%); 2) Written communication skills based on proposal, and presentation and facilitation skills based on prior performance (20%); and 3) Cost effectiveness, including reasonableness of hourly rates and reasonableness and appropriateness of preliminary budget (20%). For individual and team experience, the RFQ emphasized project manager and team experience as it relates to the preliminary scope of work; past performance in projects of similar scope and complexity; work with public agency governing boards and in response to strategic direction from more than one agency/project manager; and demonstrated timely completion of prior work within budget.

The two SOQs - from Management Partners and Saxon-Hamilton - came in at or under the amount budgeted for the project. The panel interviewed both firms on December 4, 2015. After a thorough review of the SOQs and the interviews, the evaluation panel unanimously recommended the selection of the Management Partners team, based on the scores in the table below

Firm	Location	Overall Score Based on Evaluation Factors
Management Partners	San Jose, CA	92
Saxon-Hamilton	Oakland, CA	61

The evaluation panel determined the Management Partners' team to be most advantageous to MTC and ABAG based on the evaluation criteria stated in the RFQ, as follows: the project manager's and team's extensive experience working with public agencies on projects of similar scope and complexity and with strategic direction from one or more government boards; the quality of their written SOQ and communication skills through the interview process; and their cost-effectiveness.

Management Partners, a firm comprised of former local government leaders, has worked with jurisdictions around the country, including dozens in the Bay Area. It helped develop the successful 2010 merger plan for the Alameda County Congestion Management Agency (ACCMA) and the Alameda County Transportation Improvement Authority (ACTIA) and consulted on similar projects for the Port of Sacramento, the Port of Oakland and the cities of Las Vegas and North Las Vegas. It has also worked with the Sacramento Area Council of Governments (SACOG), which is both a Metropolitan Planning Organization and a Council of Governments.

Management Partners is neither a small business nor a disadvantaged business enterprise and currently has no subcontractors.

Recommendation

We request that the Joint MTC Planning and ABAG Administrative Committee concur in the selection of Management Partners and request that:

1. the recommendation be forwarded to MTC at its December 16th meeting to authorize MTC's Executive Director or his designated representative, with concurrence from the ABAG Executive Director or his designated representative, to negotiate and enter into a consulting contract with Management Partners in an amount not to exceed \$275,000, with all costs to be shared equally by ABAG and MTC, to conduct the MTC/ABAG Merger Study and MIP.
2. the ABAG Administrative Committee authorize the ABAG Executive Director or his designated representative, to consult and concur with the MTC Executive Director or his designated representative, on the contract as outlined above, with all costs to be shared equally by ABAG and MTC, to conduct the MTC/ABAG Merger Study and MIP.



Dave Cortese



Julie Pierce

DC/JP: ab/bp

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