



ADMINISTRATION & FINANCE COMMITTEE

Thursday, December 15, 2005

MINUTES

1. CALL TO ORDER

The Regular Meeting of the Administration and Finance Committee (A&F) was called to order at 12:01 p.m. by Chairperson Williams in Room 157, County Government Center, 70 West Hedding Street, San Jose, California.

ROLL CALL

Members Present

David Casas, Vice Chairperson
Don Gage
Jamie Matthews
Forrest Williams, Chairperson

Members Absent

None

Alternates Present

None

Alternates Absent

Breene Kerr
Pete McHugh
Ken Yeager

* Alternates do not serve unless participating as a Member.

A quorum was present.

2. PUBLIC PRESENTATIONS

There were no Public Presentations.

3. ORDERS OF THE DAY

There were no Orders of the Day.

CONSENT AGENDA

4. **Regular Meeting Minutes of November 17, 2005**

M/S/C (Gage/Matthews) to approve the Regular Meeting Minutes of November 17, 2005.

5. **Report on Santa Clara Valley Transportation Authority Investments for the Month of October 2005**

M/S/C (Gage/Matthews) to receive and file the Report on Santa Clara Valley Transportation Authority Investments for the Month of October 2005.

6. **Monthly Legislative Report for November 2005**

M/S/C (Gage/Matthews) to receive and file the Monthly Legislative Report for November 2005.

7. **2005 Year End Attendance Report**

M/S/C (Gage/Matthews) to receive and file the 2005 Year End Attendance Report.

8. **Reappointments to the Committee for Transit Accessibility (CTA)**

M/S/C (Gage/Matthews) to approve submitting a recommendation to the Board of Directors to approve the reappointments of Linda Gallo, Katie Heatley (OUTREACH) Paratransit Broker, Laura Michels, Emma Eljas, Sandra Gouveia, Martin Lasich, and Barbara Stahl to the Committee for Transit Accessibility (CTA) for a two-year term.

9. **Contract Award for Operations Insurance Broker**

M/S/C (Gage/Matthews) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a contract with Driver Alliant Insurance Services for insurance broker consulting services for a three-year term from February 1, 2006 through January 31, 2009, with options for two one year extensions. The three-year contract fixed fee for services is \$243,200. The full five-year fee with the option years is \$398,800.

10. **Contract Amendment with Ruth & Going, Inc., for Final Design and Design Support during Construction of the State Route 87 North HOV Lanes Widening Project**

M/S/C (Gage/Matthews) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to: 1) amend the contract with Ruth & Going, Inc. for design support during construction services of the State Route 87 North HOV Lanes Widening Project, increasing the approved contract value by \$100,000 for a new total contract value of \$6,720,709; and 2) extend the term of the contract through June 30, 2007.

NOTE: M/S/C MEANS MOTION SECONDED AND CARRIED AND, UNLESS OTHERWISE INDICATED, THE MOTION PASSED UNANIMOUSLY.

11. Cooperative Agreement with the City of Mountain View for the State Route 237/State Route 85 and State Route 237/Middlefield Road Interchange Projects

M/S/C (Gage/Matthews) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to: 1) execute a cooperative agreement with the City of Mountain View that specifies the funding and the project development responsibilities for the State Route 237/State Route 85 and the State Route 237/Middlefield Road Interchange Projects; 2) approve adding these projects to the VTA Capital Budget; and 3) approve the use of \$250,000 in Local Program Reserve Funds as the VTA share of project funding.

The Agenda was taken out of order.

5. Report on Santa Clara Valley Transportation Authority Investments for the Month of October 2005

Chairperson Williams queried about the Santa Clara Valley Transportation Authority Investments Report. Roger Contreras, Chief Financial Officer, responded with regard to the VTA Investment Composite Portfolio Performance Report for the Month of October 2005 and noted that employment in Santa Clara County between September and October 2005 rose by 5,292 to reach 853,580 jobs. Mr. Contreras continued that the Federal Reserve Board (Fed) raised the overnight lending rate by 25 basis points; therefore, the two-year Treasury Yields rose 21 basis points from 4.17 percent to 4.38 percent, the ten-year rose from 4.33 percent to 4.55 percent, and the 30-year rose from 4.57 percent to 4.76 percent. Mr. Contreras stated that the VTA/ATU Pension Plan total assets lost 1.6 percent for the month of October; however, the composite benchmarks lost 1.7 percent of their market value in October 2005. The Pension Plan portfolio's year-to-date from January to October 2005 performance increased 3.4 percent of its total market value and its composite benchmark gained 2.2 percent. Mr. Contreras commented the VTA Investment Composite Portfolio Performance Report for the month of November 2005 is in good shape and will be provided at the January 19, 2006 Administration and Finance Committee Meeting.

Chairperson Williams queried if VTA is meeting obligations towards retirees and if there is in any danger that would prevent VTA from keeping its commitment to retirees. Mr. Contreras responded, "no" if VTA continues to perform the same way it has been performing.

Chairperson Williams queried about the last time VTA completed an actuarial study. Mr. Contreras responded that actuarial studies are completed on an annual basis in January then forwarded to A&F Committee in March or April 2006. Chairperson Williams queried about VTA's Portfolio Managers Performance. Mr. Contreras responded that the portfolio managers have been meeting their targets and additional information regarding VTA's Portfolio Managers will be provided in the VTA Investment Composite Portfolio Performance Report for the month of November 2005 at the January 19, 2006 A&F Committee Meeting.

REGULAR AGENDA

12. 2006 Federal Legislative Program

Kurt Evans, Government Affairs Manager, provided a brief overview of the 2006 Federal Legislative Program. Mr. Evans commented that the Santa Clara Valley Transportation Authority (VTA) annually adopts a Federal Legislative Program to provide direction for its legislative and policy activities in Washington, D. C. The purpose of the Federal Legislative Program is to establish financial, statutory, regulatory, and administrative policies and principles to guide VTA's advocacy efforts at the federal level and is divided into the following seven sections: 1) Federal Transportation Appropriations, 2) Public Transit Security, 3) New Starts Program Implementation, 4) HOT Lanes, 5) Railroad Access, 6) Amtrak, and 7) High-Speed Rail.

Mr. Evans commented on the Federal Transportation Appropriations and stated that VTA will support a minimum appropriations level for federal surface transportation programs in FY 2007 equal to the guaranteed spending levels authorized in the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).

Mr. Evans commented that public transit security continues to be an issue in Washington, D. C., particularly in light of the recent events that occurred in Madrid, Spain and London, England; therefore, Congress has made several attempts to address the issue over the past two years. Mr. Evans stated that several bills have been introduced in both the House and Senate; however, none have made it through the process; therefore, this issue will rollover into 2006. Mr. Evans stated that the Proposed Federal Legislative Program for next year includes a number of advocacy principles related to public transit security issues.

Mr. Evans commented that SAFETEA-LU made a number of changes to the New Starts Program, the major discretionary program at the federal level for Rail Transit Expansion Projects, such as the Bus Rapid Transit Projects. FTA is responsible for identifying and recommending fixed guideway transit projects for federal funding. New Starts projects presented to FTA for federal funding go through a lengthy and complicated process from planning to preliminary engineering and final design. This process culminates in the execution of a Full Funding Grant Agreement (FFGA) between the project sponsor and FTA, and the commencement of the actual construction phase of the project. FTA uses a complex evaluation process that assigns ratings based on a variety of financial and project justification criteria to determine whether a New Starts project should be recommended for federal funding. These criteria are identified in SAFETEA-LU and reflect a broad range of benefits of a proposed New Starts project. Based on these criteria projects receive an overall rating of High, Medium-High, Medium, Medium-Low, or Low.

As part of its 2006 Federal Legislative Program, VTA will partner with the New Starts Working Group, a coalition that represents New Starts project sponsors in Washington, D. C., on advocacy efforts to ensure that FTA is implementing the program consistent with the provisions of SAFETEA-LU and the intent of Congress.

One of the relevant issues is to ensure that FTA is utilizing a multi-measure approach with regard to evaluating New Starts projects consistent with congressional intent, not an approach under which a single criteria can determine a project's overall rating. A multi-measure approach was first established in 1998 in TEA-21 and then reaffirmed in SAFETEA-LU, enhancing FTA's evaluation process for New Starts projects in a way that rewards those communities that step forward with significant local and non-federal resources for their projects.

Other relevant issues include supporting modifications to FTA's evaluation process for New Starts projects that result in the establishment of criteria that differentiate between Bus Rapid Transit (BRT) and the various modes of rail transit, rather than the current process, which evaluates all of these modes in the same manner, and supporting modifications to the cost-effectiveness measure to reflect the benefits for all users in a New Starts project corridor, not just for public transit users.

Mr. Evans stated that VTA will partner with the New Starts Working Group on advocacy efforts to ensure that Federal Transit Administration (FTA) is implementing the New Starts Program consistent with the provisions of SAFETEA-LU as well as the intent of Congress.

Mr. Evans continued that SAFETEA-LU broadens the authority of local transportation authority to conduct High Occupancy Toll (HOT) Lane projects; therefore, VTA needs to be diligent with the HOT Lane Demonstration project in Santa Clara County.

Mr. Evans commented that the 2006 Federal Legislative Program focuses on advocating for continual federal investment in Amtrak but also restructuring Amtrak in Washington, D.C. Mr. Evans noted the importance for Congress to respect the current contractual commitments that Amtrak has with commuter rail and intercity rail operators across the country, which is an important issue to Caltrain, Capitol Corridor, and Intercity Rail Service.

Mr. Evans referenced Page Four, Federal Transportation Appropriations, eighth bullet and noted that VTA will not be seeking a New Starts earmark in FY 2007 for the BART project given the recent decision to temporarily withdraw the BART project from the New Starts Program for preliminary engineering. VTA will resume seeking New Starts earmarks for the BART project when Metropolitan Transportation Commission (MTC) approves the project for final design.

Mr. Evans referenced Page Five, first bullet and noted that VTA will not seek an earmark in FY 2007 for the Zero Emission Buses (ZEB) project since Congress and the President enacted 2006 Transportation Appropriations bills to include \$400,000 earmark to allow for close out to the federal commitment regarding the ZEB Demonstration program.

Mr. Evans commented that the City of San Jose and VTA will partner together to seek an earmark in FY 2007 for the Blossom Hill Road Bike/Pedestrian Improvement Project.

Regarding the FTA New Starts Program, Vice Chairperson Casas commented that although VTA's preference is to hold FTA in line with the established measured approach of Transportation Equity Act For the 21st Century (TEA-21), it appears that

VTA wants to modify the criteria to fit VTA's needs. Vice Chairperson Casas queried if there are other transportation agencies that are requesting modification to the evaluation process and if so, which transportation agencies. Mr. Evans responded "yes" and noted that discussions have been within the context of the New Starts Working Group; however, noted that he did not have the information available but will provide it to the Committee.

Vice Chairperson Casas expressed support for the withdrawal of the New Starts earmark in FY 2007 for the BART project preliminary engineering since we are challenged to meet the requirements in the New Starts criteria. Vice Chairperson Casas expressed concern that VTA would advocate for an exemption or change in the evaluation process to suit or benefit our needs and sets us apart from being fair as well as equal to all other equally qualified transportation projects in the country. Vice Chairperson Casas stated that he is not one to advocate for core modifications and noted his opposition to advocate for an exemption or change in the evaluation process.

Mr. Evans responded that this relates to advocating for changes to the overall process and is not necessarily related to the issues regarding the decision to temporarily withdraw the BART project from the New Starts Program for preliminary engineering.

Michael T. Burns, General Manager, commented that VTA has advocated to reward projects, which have a larger percentage of local and non-federal funds; however, at this time there is no established criteria or method to consider this. Mr. Burns continued that VTA will continue to advocate to reward projects, which have a larger percentage of local and non-federal funds; however, this is separate from the withdraw decision.

Mr. Burns noted that Vice Chairperson Casas' concerns were a philosophical preference. Vice Chairperson Casas responded that that is correct.

M/S/C (Gage/Matthews) to approve submitting a recommendation to the Board of Directors to approve the 2006 Federal Legislative Program for the Santa Clara Valley Transportation Authority (VTA). Vice Chairperson Casas opposed.

13. SAP Hardware Replacement

George W. Barlow, Chief Technology Officer, provided a brief overview of the SAP Hardware Replacement. Mr. Barlow commented that in April 1998 VTA entered into a contract for the purchase and installation of servers and data storage to support SAP. VTA SAP hardware has reached the end of its lifespan and needs to be replaced. Mr. Barlow continued that VTA's Enterprise Resource Planning (ERP) system is aging to the point of replacement and the technology, which the hardware is based on, is becoming obsolete. VTA is also moving to a new operating system for SAP; therefore, VTA must replace the hardware and move from the alpha chip technology before it begins to fail. Mr. Barlow continued that a Request for Proposal (RFP) for the SAP Environment Operating System Replacement was issued in September 2005 for design, installation, and implementation of a complete hardware solution. The proposal is to migrate SAP from VTA's current hardware running the Unix Operating System to a new hardware, which would run the Windows Operating System as well as provide tools to automate server administration tasks.

Mr. Barlow noted that staff received five bids and the lowest bidder was WinVision Inc.; however, after careful evaluation WinVision was determined to be non-responsive. WinVision Inc. was determined to have a general lack of experience and knowledge regarding SAP. Staff determined that CompuCom was the best proposal. CompuCom demonstrated extensive experience with SAP installations and has a team of seasoned and competent SAP consultants that demonstrated extensive knowledge in the work that VTA requires.

Vice Chairperson Casas asked if the contract was a fixed price contract. Mr. Barlow responded “yes”. Vice Chairperson Casas asked if CompuCom will be held accountable for any overruns. Mr. Barlow responded “yes”.

Chairperson Williams queried about why staff chose CompuCom instead of the lowest bidder. Mr. Barlow responded that cost is only one part of the determination and based on the qualifications staff determined that CompuCom was better qualified and had the best proposal.

Jim Lawson, Government Affairs Manager, commented that to integrate a different type of hardware system within the overall operating system in VTA’s computer operations program would not be in the best interest of VTA due to incompatibility of parts, training, methods, and approaches. Mr. Lawson stated that it would have been preferable from a financial point to accept ACS since their bid was lower; however, in the long run the different type of hardware system implemented into VTA’s operating system would have turned out to be a more expensive and disruptive process.

M/S/C (Gage/Matthews) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to enter into a contract with CompuCom Systems, Inc. to purchase server hardware, installation services, migration services, and maintenance services in the amount of \$1,951,092.

14. Cooperative Agreement with the County of Santa Clara to Develop and Administer a Lifeline Transportation Program in Santa Clara County

Carolyn M. Gonot, Chief Development Officer, provided a brief overview of the Cooperative Agreement with the County of Santa Clara to Develop and Administer a Lifeline Transportation Program in Santa Clara County. Ms. Gonot commented that MTC has established a Lifeline Transportation Program to fund projects that result in improved mobility for low-income residents in the nine San Francisco Bay Area counties. Ms. Gonot noted that MTC has proposed that the Lifeline Transportation Program be administered at the County level for a three-year demonstration period. Congestion Management Agencies (CMAs) will administer the program, except in Santa Clara County where the program is to be jointly administered by VTA and the County of Santa Clara.

Ms. Gonot commented that staff has worked with Santa Clara County to develop the Cooperative Agreement and the Joint Lifeline Transportation Committee will be primarily responsible for the program. The Joint Lifeline Transportation Committee will be comprised of members from VTA staff, Santa Clara County staff and individuals from

community organizations countywide. The Joint Lifeline Transportation Committee will implement a process for determining projects to be submitted to MTC on a regional level then forwarded into the Federal Transportation Programming Process.

Ms. Gonot stated that the Cooperative Agreement outlines the program process and approximately \$4 million is available to fund projects in Santa Clara County over the next three-years. Ms. Gonot continued that the Joint Lifeline Transportation Committee would establish the program criteria very similar to the Capital Improvement Program (CIP) Subcommittee of the Technical Advisory Committee (TAC); however, the Joint Lifeline Transportation Committee would establish the criteria and the County would conduct the call for projects. VTA and the County intend to enter into a Cooperative Agreement, which establishes the roles and responsibilities of each agency by building upon the strengths that each agency brings to the partnership. The County with its involvement and expertise in the social services area will be responsible for coordinating the selection of projects with non-profit social service providers. VTA, under its responsibility as the CMA, will act as the direct liaison with MTC for the programming of projects as well as track the progress of projects through quarterly progress reports. Ms. Gonot stated that the committee would jointly score the projects and submit the projects for approval. VTA will monitor and provide assistance by conducting workshops to assist the projects through the process.

Chairperson Williams asked who was the responsible party for the program. Ms. Gonot responded that primarily the Joint Lifeline Transportation Committee will administer the program.

Chairperson Williams queried if this program is an extension of OUTREACH. Ms. Gonot responded “yes” and the program can be used for transit operation, shuttle projects, pedestrian access issues, and access to jobs or schools since the program addresses transportation improvements, which can be both capital and operating improvements.

M/S/C (Gage/Matthews) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a Cooperative Agreement between the County of Santa Clara and VTA to develop and administer a Lifeline Transportation Program in Santa Clara County.

15. Joint Powers Agreement with the Alameda County Congestion Management Agency and Alameda County Transportation Improvement Authority for the Interstate 680 Sunol SMART Carpool Lane Project

Ms. Gonot provided a brief overview of the Joint Powers Agreement with the Alameda County Congestion Management Agency and Alameda County Transportation Improvement Authority for the Interstate 680 Sunol SMART Carpool Lane Project. Ms. Gonot commented that this item is a request to develop a Joint Powers Agreement with the Alameda County Congestion Management Agency (ACCMA) and Alameda County Transportation Improvement Authority (ACTIA) to implement the Interstate 680 Sunol SMART Carpool Lane Project on the Sunol Grade.

The Joint Powers Agreement (JPA) will include the following duties: 1) approve a two-year expenditure plan and budget each year, 2) approve any agreements set forth and establish an agreement with Bay Area Toll Authority (BATA) since BATA will be responsible for conducting the fast track transponders program, 3) set the toll-rate structure, and 4) approve reports required by the State.

The JPA will include two members from the ACCMA, two members from ACTIA, and one voting member from VTA. Ms. Gonot stated that the member number represents approximately the same percentage of the mileages within each of the counties. Ms. Gonot added that VTA would receive 20 percent representation and 20 percent of the costs, responsibilities, and net revenues coming back into the program.

M/S/C (Gage/Matthews) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to execute a Joint Powers Agreement with the Alameda County Congestion Management Agency and Alameda County Transportation Improvement Authority, establishing a Joint Powers Authority for the Interstate 680 Sunol SMART Carpool Lane Project.

16. Consultant List for Highway Program Planning and Engineering Services

Ms. Gonot provided a brief overview of the consultant list for Highway Program Planning and Engineering Services. Ms. Gonot commented that the item is a list of prime consultants and subconsultants to perform engineering design for projects. The list was established through a competitive process conducted in 1999 – 2000. Ms. Gonot stated that it is necessary to update the consultant list to provide opportunity for new firms to compete for VTA projects as well as to meet Federal Procurement Requirements. The new prime consultants and subconsultants list allows for ten teams selected as primes and a list of 77 subconsultants, which were either members of the ten teams selected as primes or are recommended for approval through evaluation of their Statement of Qualifications (SOQs).

M/S/C (Gage/Matthews) to approve submitting a recommendation to the Board of Directors to approve the list of prime consultants and subconsultants selected to perform planning, preliminary engineering and final design engineering on VTA Highway Program projects.

17. Contract Amendment with Santa Clara Valley Highway Associates for Program Management and Construction Management Services for the 1996 Measure B Transportation Improvement Program

Ms. Gonot provided a brief overview of the Contract Amendment with Santa Clara Valley Highway Associates for Program Management and Construction Management Services for the 1996 Measure B Transportation Improvement Program. Ms. Gonot commented that the contract is with Santa Clara Valley Highway Associates (VHA) who assist in running the consultant list as well as provide all the services and act as staff for VTA. VHA was selected in 1999 to implement the 1996 Measure B Transportation Improvement Program (MBTIP) and assist with other responsibilities related to the Highway Project. Ms. Gonot stated that the recommended contract amendment with

VHA provides for extended program management, project controls, construction management and inspection, and program closeout activities for the 1996 MBTIP projects and includes services for the State Route 152 B2 Project to move forward into design and construction.

Board Member Gage expressed appreciation and thanked VTA Board of Directors for support of the project. Board Member Gage stressed the importance of the project as a high priority and a significant improvement to Gilroy.

Chairperson Williams asked if the project was on the original 1996 MBTIP project list. Board Member Gage responded “yes”. Ms. Gonot noted that the project was one of the deferred projects. Chairperson Williams expressed appreciation for the collaborative process to help move this project forward.

M/S/C (Gage/Matthews) to approve submitting a recommendation to the Board of Directors to authorize the General Manager to amend the contract with Santa Clara Valley Highway Associates for Program Management and Construction Management services for the 1996 Measure B Transportation Improvement Program, increasing the approved contract value by \$1,309,864 for a new total contract value of \$82,567,316; and to extend the term of the contract through June 30, 2007.

OTHER ITEMS

18. Tamien Parking Structure Funding Issues

Ms. Gonot provided a brief overview on the Tamien Parking Structure Funding Issues. Ms. Gonot commented that the issue is that in the agreement between Barry Swenson Builders (BSB), the City of San Jose, and VTA a parking deck would be built on the west side. The parking deck has come at a cost higher than anticipated; therefore, staff will come back to the Board of Directors at the February 2, 2006 Regular Board Meeting with proposals to address the parking deck issue.

Ms. Gonot introduced David Miller, Commercial Development Manager. Mr. Miller reviewed a map of the Tamien development site and provided background information on the project.

Mr. Miller reported that during negotiations on the Cooperative Agreement between BSB and VTA, VTA and BSB independently determined that the cost of the construction of the parking deck will be \$3 million, \$1.2 million over the \$1.8 million cost estimated in 2003. The original estimated \$1.8 million cost was to be covered by the \$1.4 million contribution from BSB and a \$400,000 contribution by VTA. Furthermore, it has become apparent that there are some differences between the City’s conditions of approval for the BSB project as compared to the VTA Board action that must be resolved.

VTA staff and City staff are investigating alternatives in an attempt to solve the parking deck funding shortfall. To facilitate further discussion on this issue, VTA is currently developing information addressing: The market value of VTA-owned property in the

development site; A comparison of the market value of the 6-acre VTA-owned parcel with development of for-sale residential units versus rental residential units; and Potential mechanisms for providing the structured parking on the west side of the Tamien transit station.

Mr. Miller commented that staff will return to the Board in February 2006 with potential proposals to address the parking deck issues with the objective of finding a solution that will allow this project to be completed.

Board Member Gage asked if staff has looked into future parking requirements to prevent selling off property that VTA may need later. Board Member Gage noted the importance for staff to conduct a forecast to determine what VTA's needs will be in the future.

On order of Chairperson Williams, there being no objection, the Committee received a report on the Tamien Parking Structure Funding Issues.

19. Fiscal Year 2006 – 2015 Short Range Transit Plan (SRTP)

Ms. Gonot introduced Kevin Connolly, Transportation Planning Manager, who provided a brief overview on the Fiscal Year 2006 – 2015 Short Range Transit Plan (SRTP). Mr. Connolly commented that VTA prepares the SRTP every two years as required by MTC and FTA, which is used as documentation to support projects included in the Regional Transportation Plan (RTP) prepared by MTC. The SRTP supports the activities and priorities contained in the Valley Transportation Plan (VTP) 2030 the County's long-range transportation plan. MTC utilizes the SRTP to develop regional transit capital programming documents that are the basis for State and Federal funding programs.

Mr. Connolly continued that the SRTP presents an overview of VTA's transit services, plan, and programs for a ten-year period. The SRTP is a snapshot in time and is a dynamic document with key elements, such as the Operations Plan and Capital Improvements Plan. Mr. Connolly stated that the SRTP is organized into five chapters and several appendices. The first two chapters provide an overview of the transit system, including the goals and objectives, guiding service implementation, and short-and long-range planning. Chapters three and four present the Operating and Capital Budget information with detailed descriptions of specific budget components. Chapter five and the appendices relay information about the public transit system, passenger demographics, and VTA's ongoing plans, policies, and programs.

Mr. Connolly commented that the SRTP presents an estimate of VTA's performance and budget condition as well as contains information on recent trends in service delivery and financial stability. The Capital Improvement Program (CIP) included in the draft SRTP assumes federal, state, and local regional funding of projects that maintain and enhance VTA service. The CIP contains the following three elements: 1) a summary of key projects recently completed or nearing completion, 2) a baseline capital program including current as well as future projects funded in VTA's financial plan for the next ten years, and 3) the 2000 Measure A Sales Tax program; however, the SRTP does not include projects and programs funded by Measure A due to the unresolved expenditure plan under consideration by VTA Board of Directors. Mr. Connolly continued that the

SRTP is a draft and distributed to receive public comment, which will be incorporated into the SRTP document then forwarded to the January 5, 2006 VTA Board of Directors.

Chairperson Williams queried about the kind of feedback staff has received. Mr. Connolly responded that staff usually does not receive public comment on the SRTP. Ms. Gonot stated that the draft SRTP is available on VTA's website and added that the draft SRTP is being presented to all VTA Committees in December 2005 for review and comment. Chairperson Williams noted the importance for the public to have the opportunity to review and comment on the SRTP.

On order of Chairperson Williams, there being no objection, the Committee reviewed the Fiscal Year 2006 – 2015 Short Range Transit Plan (SRTP).

20. Committee Work Plan

On order of Chairperson Williams, there being no objection, the Committee reviewed the Committee Work Plan.

21. Committee Staff Report

There was no Committee Staff Report.

22. Chairperson's Report

Chairperson Williams introduced Mr. Lawson to the A&F Committee and stated that Mr. Lawson will serve as the A&F Committee Staff Liaison. Chairperson Williams and Committee Members welcomed and commented that they look forward to working with Mr. Lawson. Chairperson Williams wished A & F Committee Members, VTA staff and others a Merry Christmas, Happy New Year, and best wishes for the future.

23. Determine Consent Agenda for the January 5, 2006 Board Meeting

CONSENT: Agenda Item # 8., Approve the reappointments of Linda Gallo, Katie Heatley (OUTREACH) Paratransit Broker, Laura Michels, Emma Eljas, Sandra Gouveia, Martin Lasich, and Barbara Stahl to the Committee for Transit Accessibility (CTA) for a two-year term; **Agenda Item # 9.**, Authorize the General Manager to execute a contract with Driver Alliant Insurance Services for insurance broker consulting services for a three-year term from February 1, 2006 through January 31, 2009, with options for two one year extensions. The three-year contract fixed fee for services is \$243,200. The full five-year fee with the option years is \$398,800; **Agenda Item # 10.**, Authorize the General Manager to: 1) amend the contract with Ruth & Going, Inc. for design support during construction services of the State Route 87 North HOV Lanes Widening Project, increasing the approved contract value by \$100,000 for a new total contract value of \$6,720,709; and 2) extend the term of the contract through June 30, 2007; **Agenda Item # 11.**, Authorize the General Manager to: 1) execute a cooperative agreement with the City of Mountain View that specifies the funding and the

project development responsibilities for the State Route 237/State Route 85 and the State Route 237/Middlefield Road Interchange Projects; 2) approve adding these projects to the VTA Capital Budget; and 3) approve the use of \$250,000 in Local Program Reserve Funds as the VTA share of project funding; **Agenda Item # 12.**, Approve the 2006 Federal Legislative Program for the Santa Clara Valley Transportation Authority (VTA); **Agenda Item # 13.**, Authorize the General Manager to enter into a contract with CompuCom Systems, Inc. to purchase server hardware, installation services, migration services, and maintenance services in the amount of \$1,951,092; **Agenda Item # 14.**, Authorize the General Manager to execute a Cooperative Agreement between the County of Santa Clara and VTA to develop and administer a Lifeline Transportation Program in Santa Clara County; **Agenda Item # 15.**, Authorize the General Manager to execute a Joint Powers Agreement with the Alameda County Congestion Management Agency and Alameda County Transportation Improvement Authority, establishing a Joint Powers Authority for the Interstate 680 Sunol SMART Carpool Lane Project; **Agenda Item # 16.**, Approve the list of prime consultants and subconsultants selected to perform planning, preliminary engineering and final design engineering on VTA Highway Program projects; and **Agenda Item # 17.**, Authorize the General Manager to amend the contract with Santa Clara Valley Highway Associates for Program Management and Construction Management services for the 1996 Measure B Transportation Improvement Program, increasing the approved contract value by \$1,309,864 for a new total contract value of \$82,567,316; and to extend the term of the contract through June 30, 2007.

REGULAR: None

24. Announcements

Board Member Gage wished A & F Committee Members, VTA staff and others Happy Holidays.

Vice Chairperson Casas expressed appreciation and thanked staff for their diligent work. Vice Chairperson Casas acknowledged and recognized Mr. Burns for his leadership role that has resulted in positive marked changes in communication between staff and VTA Board of Directors. Vice Chairperson Casas expressed appreciation to Mr. Burns for his diligent work to ensure that the VTA Board of Directors and the VTA organization are protected on all levels. Vice Chairperson Casas stressed the importance that VTA not be used as a campaign tool and that it maintains its relevance as a regional body. Vice Chairperson Casas commented that he will be a member of the Policy Advisory Committee (PAC) and added that Breene Kerr as well as Greg Perry will serve as VTA Board Members. He stated that Jamie Matthews will serve as VTA Alternate Board Member. Vice Chairperson Casas commented that 2006 will be an interesting and challenging year and looks forward to the challenges ahead.

Chairperson Williams expressed his appreciation working with Vice Chairperson Casas and Board Member Matthews on VTA Board of Directors and Administration and Finance Committee. Chairperson Williams acknowledged and recognized

Vice Chairperson Casas and Board Member Matthews' contributions and added that each have been helpful moving VTA forward.

25. ADJOURNMENT

On order of Chairperson Williams, there being no objection, the meeting was adjourned at 1:03 p.m.

Respectfully submitted,

Michelle M. Garza, Board Assistant
VTA Board of Directors