

## **Administration and Finance Committee**

Thursday, May 18, 2017  
12:00 PM

VTA Conference Room B-106  
3331 North First Street  
San Jose, CA

### **ADDENDUM TO AGENDA**

- 24.X.** ACTION ITEM – Recommend that the VTA Board of Directors approve the Special Event Service Policy.

## ADMINISTRATION & FINANCE COMMITTEE

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12:00 PM

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3331 North First Street

San Jose, CA

### AGENDA

#### CALL TO ORDER

**1. ROLL CALL**

**2. PUBLIC PRESENTATIONS:**

This portion of the agenda is reserved for persons desiring to address the Committee on any matter not on the agenda. Speakers are **limited to 2 minutes**. The law does not permit Committee action or extended discussion on any item not on the agenda except under special circumstances. If Committee action is requested, the matter can be placed on a subsequent agenda. All statements that require a response will be referred to staff for reply in writing.

**3. ORDERS OF THE DAY**

#### CONSENT AGENDA

**4. ACTION ITEM** -Approve the Regular Meeting Minutes of April 20, 2017.

**5. ACTION ITEM** -Recommend that the VTA Board of Directors review and accept the Fiscal Year 2017 Statement of Revenues and Expenses for the period ending March 31, 2017.

**6. ACTION ITEM** -Recommend that the VTA Board of Directors authorize the General Manager to purchase Property and Casualty insurance coverage for General and Auto Liability, Public Officials & Employment Practices Liability, Cyber Liability, Environmental Impairment & Pollution Liability, Crime, Blanket Railroad Protective Liability, and Property Insurance renewing the annual Operations Insurance Program for Fiscal Year 2018 for an amount not to exceed \$3,500,000.

7. ACTION ITEM -Recommend that the VTA Board of Directors authorize the General Manager to execute a fixed fee contract with Tristar Risk Management for Workers' Compensation Third Party Claims Administrator (TPA) for a five year term, from July 1, 2017 through June 30, 2022. The total five year contract cost for claims services will not exceed \$5,260,100.
8. ACTION ITEM -Recommend that the VTA Board of Directors authorize the General Manager to execute a contract with EK Health for Workers' Compensation Managed Care Services for a five-year term, from July 1, 2017 through June 30, 2022 for a total cost not to exceed \$1,400,000.
9. ACTION ITEM -Recommend that the VTA Board of Directors authorize the General Manager to issue a developer solicitation for the Evelyn Joint Development site for the purpose of identifying a developer to recommend to the Board of Directors for an Exclusive Negotiations Agreement. The solicitation will seek developers to design, finance, build, and operate a 100% affordable housing development pursuant to a long-term ground lease from VTA.
10. ACTION ITEM -Recommend that the VTA Board of Directors authorize the General Manager to execute a contract with Granite Rock Company, the lowest responsive and responsible bidder, in the amount of \$3,743,468 for the construction of SVBX Sitework plus a contingency amount of \$1,310,214 (35% of the contract value) to address unforeseen and unforeseeable conditions due to the nature of the work.
11. ACTION ITEM -Recommend that the VTA Board of Directors adopt a resolution of findings that use of a Project Labor Agreement (PLA) in the C650 SVBX Sitework Contract will ensure the availability and stability of labor resources throughout the duration of construction.
12. ACTION ITEM -Recommend that the VTA Board of Directors authorize the General Manager to execute a contract with the lowest responsive and responsible bidder, for the construction of the De Anza College Stelling Road Bus Stop Improvement.  
  
Note: Due to the timing of the bid opening on May 16, 2017, the bid review is not yet completed. Following bid review, a revised memorandum will be provided to the Board.
13. ACTION ITEM -Recommend that the VTA Board of Directors authorize the General Manager to amend the C836 Alum Rock Avenue Roadway, Busway and Station Improvements Contract with Ghilotti Construction Company by an amount of \$2,663,038 for additional electrical and communications work for the Alum Rock - Santa Clara Bus Rapid Transit Project, increasing the total contract amount to \$23,218,312.
14. ACTION ITEM -Recommend that the VTA Board of Directors authorize the General Manager to execute a purchase order, in an amount not to exceed \$5,965,276 for console radios, subscriber radios and related equipment and professional services from Motorola Solutions, Inc., under the pricing terms and conditions obtained through the cooperative agreement dated September 25, 2012, between the County of Santa Clara and Motorola Solutions, Inc., for goods and related services for use on the Silicon Valley Regional Communications System (SVRCS) and the CAD/AVL (Computer Aided Dispatching-Automatic Vehicle Location) system.

15. ACTION ITEM -Recommend that the VTA Board of Directors authorize the General Manager to execute a contract with Sportworks Northwest Inc. of Woodinville, Washington for the purchase of 391 three-position exterior bike racks in the amount of \$654,924.67.
16. ACTION ITEM -Recommend that the VTA Board of Directors adopt a program resolution for VTA's 2017 Through 2019 Low Carbon Transit Operations Program (LCTOP) for the VTA Zero Emission Bus project.
17. ACTION ITEM -Recommend that the VTA Board of Directors adopt a resolution authorizing the General Manager or Designee to file and execute grant applications, agreements, and certifications and assurances with the California Department of Transportation (Caltrans) for all current and future funds available through the Greenhouse Gas Reduction Fund (GGRF), Low Carbon Transit Operations Program (LCTOP).
18. ACTION ITEM -Recommend that the VTA Board of Directors approve an eligible list of three stormwater consultants to provide professional services on projects/programs that include, but are not limited, to the following categories: Phase II Small MS4 Permit, Industrial General Permit, Utility Vault and Underground Structures Permit, and Construction General Permit for Stormwater Consultant services with Engeo, Haley and Aldrich, and Keish Environmental; and authorize the General Manager to execute contracts with firms on this list. The list will be valid for a five-year period. The total amount of all contracts shall not exceed \$4,000,000.
19. INFORMATION ITEM -Receive the Monthly Investment Report for March 2017.
20. INFORMATION ITEM -Review the Legislative Update Matrix.

## **REGULAR AGENDA**

21. ACTION ITEM - Recommend that the VTA Board of Directors adopt a resolution approving the Fiscal Years 2018 and 2019 Biennial Budget for the period July 1, 2017 through June 30, 2019.
22. ACTION ITEM -Recommend that the VTA Board of Directors:
  1. Adopt a finding that a fare increase is necessary to meet operating expenses, including employee wages and fringe benefits and purchasing or leasing supplies, equipment, or materials.
  2. Invoke a Statutory Exemption under CEQA, P. R.C. §21080(b)(8) and CEQA Guidelines Section 15273(a) (Rates, Tolls, Fares and Charges) for the purpose of modifying and increasing fares.
  3. Adopt a resolution establishing rates and fares for VTA bus, light rail, and paratransit services effective January 1, 2018.
  4. Adopt a resolution establishing rates and fares for VTA bus, light rail, and paratransit services effective January 1, 2019.

23. ACTION ITEM -Recommend that the VTA Board of Directors authorize the General Manager to approve technology maintenance and support agreements with the specified technology firms for software and hardware support services. Each contract shall be for a maximum three-year period, with an option for two additional years, with an aggregate value not to exceed \$5,500,000 for all agreements in the first three years and \$3,850,000 for all agreements in years four and five.
24. ACTION ITEM -Recommend that the VTA Board of Directors authorize the General Manager to establish an on-call list of qualified firms for the following real estate consultant services: relocation assistance, appraisal, appraisal review, furniture/fixtures/equipment appraisal, goodwill valuation, title and escrow, and general real estate services. The General Manager will be authorized to negotiate and execute service contracts with the firms for a term of five years and a value not to exceed \$11,000,000 for all firms combined. The contracts will have an option for an additional two year term, at a combined value not to exceed \$4,400,000 for the option term.

## OTHER ITEMS

25. Items of Concern and Referral to Administration.
26. Review Committee Work Plan. (Srinath)
27. Committee Staff Report. (Srinath)
28. Chairperson's Report. (Hendricks)
29. Determine Consent Agenda for the June 1, 2017, Board of Directors Meeting.
30. ANNOUNCEMENTS
31. ADJOURN

In accordance with the Americans with Disabilities Act (ADA) and Title VI of the Civil Rights Act of 1964, VTA will make reasonable arrangements to ensure meaningful access to its meetings for persons who have disabilities and for persons with limited English proficiency who need translation and interpretation services. Individuals requiring ADA accommodations should notify the Board Secretary's Office at least 48-hours prior to the meeting. Individuals requiring language assistance should notify the Board Secretary's Office at least 72-hours prior to the meeting. The Board Secretary may be contacted at ☎ (408) 321-5680 or ✉ board.secretary@vta.org or ☎ (408) 321-2330 (TTY only). VTA's home page is www.vta.org or visit us on 📘 www.facebook.com/scvta. ☎ (408) 321-2300: 中文 / Español / 日本語 / 한국어 / tiếng Việt / Tagalog.

Disclosure of Campaign Contributions to Board Members (Government Code Section 84308) In accordance with Government Code Section 84308, no VTA Board Member shall accept, solicit, or direct a contribution of more than \$250 from any party, or his or her agent, or from any participant, or his or her agent, while a proceeding involving a license, permit, or other

entitlement for use is pending before the agency. Any Board Member who has received a contribution within the preceding 12 months in an amount of more than \$250 from a party or from any agent or participant shall disclose that fact on the record of the proceeding and shall not make, participate in making, or in any way attempt to use his or her official position to influence the decision. A party to a proceeding before VTA shall disclose on the record of the proceeding any contribution in an amount of more than \$250 made within the preceding 12 months by the party, or his or her agent, to any Board Member. No party, or his or her agent, shall make a contribution of more than \$250 to any Board Member during the proceeding and for three months following the date a final decision is rendered by the agency in the proceeding. The foregoing statements are limited in their entirety by the provisions of Section 84308 and parties are urged to consult with their own legal counsel regarding the requirements of the law.

All reports for items on the open meeting agenda are available for review in the Board Secretary's Office, 3331 North First Street, San Jose, California, (408) 321-5680, the Monday, Tuesday, and Wednesday prior to the meeting. This information is available on VTA's website at <http://www.vta.org> and also at the meeting.

**NOTE: THE BOARD OF DIRECTORS MAY ACCEPT, REJECT OR MODIFY  
ANY ACTION RECOMMENDED ON THIS AGENDA.**