



Finance and Administration Committee Meeting Agenda Monday, October 8, 2018, 8:30 a.m.

Committee Chair:	Scott Haggerty, Alameda County, District 1	Executive Director:	Arthur L. Dao
Vice Chair:	Luis Freitas, City of Newark	Staff Liaison:	Patricia Reavey
Members:	Wilma Chan, David Haubert, Teddy King, Jerry Thorne	Clerk of the Commission:	Vanessa Lee
Ex-Officio:	Richard Valle, Pauline Cutter		

1. Call to Order/Pledge of Allegiance

2. Roll Call

3. Public Comment

4. Consent Calendar

Page/Action

- | | | | |
|------|---|----|---|
| 4.1. | Approve the September 10, 2018 FAC Meeting Minutes | 1 | A |
| 4.2. | Annual Local Business Contract Equity Program Utilization Report for payments processed between July 1, 2017 and June 30, 2018 Update | 3 | I |
| 4.3. | Approve Commissioner travel to the Self-Help Counties Coalition Focus on the Future Conference | 17 | A |

5. Regular Matters

- | | | | |
|------|--|----|---|
| 5.1. | Approve Alameda CTC FY2018-19 Member Agency Fee Schedule | 19 | A |
|------|--|----|---|

6. Closed Session

- | | | | |
|------|--|--|---|
| 6.1. | Closed Session – Pursuant to Government Code Section 54957: Public Employee Performance Evaluation: Executive Director | | A |
|------|--|--|---|

7. Committee Member Reports

8. Staff Reports

9. Adjournment

Next Meeting: Monday, November 19, 2018

Notes:

- All items on the agenda are subject to action and/or change by the Commission.
- To comment on an item not on the agenda (3-minute limit), submit a speaker card to the clerk.
- Call 510.208.7450 (Voice) or 1.800.855.7100 (TTY) five days in advance to request a sign-language interpreter.
- If information is needed in another language, contact 510.208.7400. Hard copies available only by request.
- Call 510.208.7400 48 hours in advance to request accommodation or assistance at this meeting.
- Meeting agendas and staff reports are available on the [website calendar](#).
- Alameda CTC is located near 12th St. Oakland City Center BART station and AC Transit bus lines. [Directions and parking information](#) are available online.



Alameda CTC Schedule of Upcoming Meetings:

Commission Chair
Supervisor Richard Valle, District 2

Commission Vice Chair
Mayor Pauline Cutter,
City of San Leandro

AC Transit
Board President Elsa Ortiz

Alameda County
Supervisor Scott Haggerty, District 1
Supervisor Wilma Chan, District 3
Supervisor Nate Miley, District 4
Supervisor Keith Carson, District 5

BART
Director Rebecca Saltzman

City of Alameda
Mayor Trish Spencer

City of Albany
Councilmember Peter Maass

City of Berkeley
Mayor Jesse Arreguin

City of Dublin
Mayor David Haubert

City of Emeryville
Mayor John Bauters

City of Fremont
Mayor Lily Mei

City of Hayward
Mayor Barbara Halliday

City of Livermore
Mayor John Marchand

City of Newark
Councilmember Luis Freitas

City of Oakland
Councilmember At-Large
Rebecca Kaplan
Councilmember Dan Kalb

City of Piedmont
Vice Mayor Teddy Gray King

City of Pleasanton
Mayor Jerry Thorne

City of Union City
Mayor Carol Dutra-Vernaci

Executive Director
Arthur L. Dao

Description	Date	Time
Bicycle and Pedestrian Community Advisory Committee (BPAC)	October 18, 2018	5:30 p.m.
Alameda CTC Commission Meeting	October 25, 2018	2:00 p.m.
Alameda County Technical Advisory Committee (ACTAC)	November 8, 2018	1:30 p.m.
Finance and Administration Committee (FAC)	November 19, 2018	8:30 a.m.
I-680 Sunol Smart Carpool Lane Joint Powers Authority (I-680 JPA)		9:30 a.m.
I-580 Express Lane Policy Committee (I-580 PC)		10:00 a.m.
Planning, Policy and Legislation Committee (PPLC)		10:30 a.m.
Programs and Projects Committee (PPC)		12:00 p.m.
Independent Watchdog Committee (IWC)	November 19, 2018	5:30 p.m.
Paratransit Advisory and Planning Committee (PAPCO)	November 26, 2018	1:30 p.m.
Paratransit Technical Advisory Committee (ParaTAC)	January 8, 2019	9:30 a.m.

All meetings are held at Alameda CTC offices located at 1111 Broadway, Suite 800, Oakland, CA 94607. Meeting materials, directions and parking information are all available on the [Alameda CTC website](http://www.AlamedaCTC.org).



Finance and Administration Committee Meeting Minutes

Monday, September 10, 2018, 10:30 a.m. **4.1**

1111 Broadway, Suite 800, Oakland, CA 94607 • PH: (510) 208-7400 • www.AlamedaCTC.org

1. Pledge of Allegiance

2. Roll Call

A roll call was conducted. All members were present with the exception of Commissioner Chan, Commissioner King, Commissioner Cutter and Commissioner Valle

Subsequent to the roll call:

Commissioner Cutter arrived during item 3. Commissioner Valle arrived during item 6.

3. Public Comment

There were no public comments.

4. Consent Calendar

4.1. Approve the May 14, 2018 FAC Meeting Minutes

4.2. FY2017-18 Fourth Quarter Report of Claims Acted upon Under the Government Claims Act

Commissioner Thorne moved to approve the Consent Calendar. Commissioner Haubert seconded the motion. The motion passed with the following votes:

Yes: Cutter, Freitas, Haggerty, Haubert, Thorne
No: None
Abstain: None
Absent: Chan, King, Valle

5. Regular Matters

5.1. Approve the Alameda CTC FY2017-18 Year-End Unaudited Investment Report

Lily Balinton recommended that the Commission approve the FY2017-18 Year-End Unaudited Investment Report. Ms. Balinton stated that the investments were in compliance with the investment policy, and the portfolios have met their established benchmark goals. She stated that the Alameda CTC has sufficient cash flow to meet expenditure requirements over the next six months. Ms. Balinton also provided portfolio balance and average return on investment information as of June 30, 2018.

Commissioner Haubert moved to approve this item. Commissioner Thorne seconded the motion. The motion passed with the following votes:

Yes: Cutter, Freitas, Haggerty, Haubert, Thorne
No: None
Abstain: None
Absent: Chan, King, Valle

6. Closed Session

6.1. Closed Session – Pursuant to Government Code Section 54957: Public Employee Performance Evaluation: Executive Director

The Commission went into closed session as listed on the agenda. Commissioner Haggerty reported that there was no action taken in Closed Session.

7. Committee Member Reports

There were no committee reports.

8. Staff Reports

There were no staff reports.

9. Adjournment/ Next Meeting

The next meeting is:

Date/Time: Monday, October 8, 2018 at 8:30a.m.

Location: Alameda CTC Offices, 1111 Broadway, Suite 800, Oakland, CA 94607



DATE: October 1, 2018

TO: Finance and Administration Committee

FROM: Seung Cho, Director of Budgets and Administration

SUBJECT: Annual Local Business Contract Equity Program Utilization Report for payments processed between July 1, 2017 and June 30, 2018 Update

Recommendation

This item is to provide the Commission with an update on the Annual Local Business Contract Equity Program Utilization Report for payments processed between July 1, 2017 and June 30, 2018. This item is for information only.

Summary

This report provides an update of business utilization on active professional services and construction contracts with payments processed in Fiscal Year (FY) 2017-18. Business utilization is reported for Local Business Enterprise (LBE), Small Local Business Enterprise (SLBE), and Very Small Local Business Enterprise (VSLBE) firm participation on locally-funded contracts subject to the Local Business Contract Equity (LBCE) Program that were awarded and administered by Alameda CTC. Utilization data is also included for locally-funded contracts that are exempt from the LBCE Program due to having additional state, regional, or non-local funds, or being less than \$50,000 in contract value. Additionally, an update on the LBCE Program certification activities within the same timeframe is presented for informational purposes only.

For contracts subject to the LBCE Program, historical data over the past nine years reveals that a total of \$86.5 million or 87% of contract payments went to certified LBE firms, while \$37.8 million or 38% of contract payments went to certified SLBE firms, substantially exceeding LBCE Program goals (see Attachment B - Local Business Contract Equity Program Goals Attainment Summary for Contracts with LBCE Program Goals – FY2008-09 to FY2017-18).

In the current reporting period there were a total of 30 active professional services contracts with LBCE Program goals. On these contracts, 90% of payments (\$14.3 million) went to certified LBE firms and 31% of payments (\$5.0 million) went to certified SLBE firms. There were

no active construction contracts funded with local funds in FY2017-18. This information is shown in Table 1 below.

TABLE 1 – Contracts with LBCE Program Goals						
Contract Type	LBCE Program Goals	Number of Contracts	Payments in FY2017-18 (July 1, 2017 through June 30, 2018)			
			Payment Amount	LBE	SLBE	VSLBE
Professional Services	70% for LBE; 30% for SLBE	30	\$15,851,804	90%	31%	2%
Construction	60% for LBE; 20% for SLBE	0	\$0	N/A	N/A	N/A
All Industries	-	30	\$15,851,804	90%	31%	2%

There were 23 active contracts exempt from the LBCE Program in this reporting period, of which 22 were in the professional services category and 1 was in the construction category. For contracts exempt from LBCE Program goals approximately 81% of payments (\$4.8 million) went to LBE certified firms and 32% of payments (\$1.9 million) went to SLBE certified firms. This information is shown in Table 2 below.

TABLE 2 – Contracts Exempt from LBCE Program Goals						
Contract Type	LBCE Program Goals	Number of Contracts	Payments in FY2017-18 (July 1, 2017 through June 30, 2018)			
			Payment Amount	LBE	SLBE	VSLBE
Professional Services	None	22	\$5,834,435	81%	32%	0%
Construction	None	1	\$19,369	0%	0%	0%
All Industries	-	23	\$5,853,804	81%	32%	0%

Background

In 1989, a contract equity program for the procurement of professional services was established which set goals of 70% for LBE, 25% for Minority Business Enterprise (MBE), and 5% for Women Business Enterprise (WBE).

In 1995, a program for construction contracts that set overall participation goals of 60% for LBE, 33% for MBE, and 9% for WBE was approved. Those goals were based on a disparity study and extensive public input from both the prime and minority contracting communities. Specific goals were set for each construction contract, based on biddable items and the availability of local MBE and WBE firms.

As a result of the passage of Proposition 209 in 1996 and the United States Department of Transportation's issuance of the final ruling on the Disadvantaged Business Enterprise (DBE) program in 2000, the MBE/WBE program and goal requirements were suspended. In lieu of the suspended MBE/WBE program, two new programs were adopted: the LBE/SLBE Program

for contracts funded with local dollars and the DBE program for contracts funded with federal dollars.

In January 2008, a revised LBE/SLBE Program was adopted and renamed as the LBCE Program. Administrative updates were made to the LBCE Program with the Commission's approval in December 2017. Revisions to the LBCE Program were aimed at increasing LBE, SLBE, and VSLBE participation in all areas of agency contracting opportunities, and to strengthen the program by streamlining and enhancing the certification processes, conforming to best practices, aligning the LBCE Program with the standards of partners and other public agencies, and ensuring compliance with applicable federal, state, and local statutes and Alameda CTC policies.

Reporting Process

Staff utilized a method of reporting similar to the prior period, which included an automated summary report of processed payments by vendor and LBCE Program utilization report generated from an in-house database. Data collection on all active and open contracts began on July 1, 2018, by surveying prime contractors and subcontractors for verification of payment amounts and other invoice details. Utilization of local dollars is determined by collecting and analyzing financial data relative to the amounts paid to LBE, SLBE, and VSLBE prime and subcontractors in two contract categories:

- Professional Services – includes both administrative contracts to assist in the administration of Alameda CTC's projects and programs, as well as engineering services contracts to assist Alameda CTC in the development and delivery of its Capital Program.
- Construction – includes construction contracts and suppliers awarded to builders of transportation facilities such as roadway and transit improvements.

For the current reporting period, 132 payment verification survey forms were sent to prime and subcontractors. Approximately 91% of the prime and subcontractors responded by completing and submitting survey forms.

The participation data and statistics, which serve as a basis for this report, have been independently reviewed and verified by L. Luster & Associates, Inc. (LLA). As stated in the attached memorandum from LLA, this report was found to be materially accurate and complete. (See Attachment C – Letter of Independent Review of Alameda CTC's Contract Equity Annual Utilization Report for the Period of July 1, 2017 through June 30, 2018).

Certification Update

TABLE 3 – LBCE Program Certified Firms by Contract Types				
Contract Type	LBE	SLBE¹	VSLBE²	# of Firms Certified this Reporting Period
Professional Services	36	25	56	117
Construction	13	21	13	47
Total	49	46	69	164

Fiscal Impact: There is no fiscal impact associated with the requested action.

Attachments

- A. FY2017-18 Contract Equity Utilization Report
- B. LBCE Program Goals Attainment Summary for Contracts with LBCE Program Goals – FY2008-09 to FY2017-18
- C. Letter of Independent Review of Alameda CTC's Contract Equity Annual Utilization Report for the Period of July 1, 2017 through June 30, 2018



Contract Equity Utilization Report

Fiscal Year: 2018

4.2A

Current Reporting Period Start Date: 7/1/2017

End Date: 6/30/2018

Contract Number/Company Name	Contract Amount	Total Payment to Date	Payment Current Reporting Period	Goal Attainment (Current Reporting Period)				Goal Attainment (Cumulative)			
				LBE	SLBE	VSLBE	DBE	LBE	SLBE	VSLBE	DBE

Contract Type: PSA (Professional Services Agreement)

Goal Requirements for LBCE (70% for LBE and 30% for SLBE)

A05-0004 - URS Corporation	\$16,250,000.00	\$15,873,687.26	\$168,029.25	100.00%	5.64%	3.16%	5.57%	98.41%	35.85%	6.28%	17.66%
A11-0058 - Vavrinek, Trine, Day & Co., LLP	\$539,500.00	\$448,500.00	\$81,000.00	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%
A13-0004 - GenSpring Family Offices	\$470,000.00	\$428,048.57	\$106,421.71	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A14-0002 - MV Transportation, Inc.	\$140,000.00	\$54,163.03	\$7,156.65	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%
A14-0051 - HNTB	\$4,900,000.00	\$3,280,860.01	\$1,649,357.22	98.71%	18.52%	14.45%	14.60%	97.83%	21.92%	11.19%	20.17%
A14-0052 - AECOM Technical Services, Inc.	\$5,140,624.00	\$4,422,453.49	\$780,095.08	100.00%	28.87%	0.00%	9.83%	99.84%	25.13%	0.00%	7.84%
A16-0027 - Nelson/Nygaard Consulting Associates	\$2,000,000.00	\$1,102,771.82	\$415,144.44	100.00%	12.63%	0.00%	12.63%	98.91%	16.59%	0.00%	16.59%
A16-0075 - HNTB	\$1,000,000.00	\$808,712.70	\$404,068.18	100.00%	0.00%	0.00%	0.00%	100.00%	19.35%	0.00%	19.35%
A17-0001 - Kapsch TrafficCom Transportation NA, Inc.	\$15,000,000.00	\$1,717,772.80	\$1,379,400.82	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%
A17-0003 - CirclePoint	\$595,509.00	\$520,000.99	\$388,958.49	100.00%	100.00%	0.00%	17.30%	100.00%	100.00%	0.00%	12.94%
A17-0004 - Jacobs Engineering Group, Inc.	\$31,000,000.00	\$11,095,540.69	\$5,545,732.88	97.71%	30.05%	0.00%	21.93%	98.57%	27.95%	0.00%	22.37%
A17-0005 - Nelson/Nygaard Consulting Associates	\$596,254.00	\$531,723.93	\$274,614.12	95.86%	2.93%	0.00%	2.93%	97.30%	2.89%	0.00%	2.89%
A17-0006 - L. Luster & Associates, Inc.	\$1,296,249.00	\$504,035.71	\$207,032.25	100.00%	100.00%	0.00%	100.00%	99.88%	99.88%	0.00%	99.88%
A17-0007 - Koff & Associates Inc	\$75,000.00	\$43,430.95	\$19,634.95	100.00%	100.00%	0.00%	0.00%	100.00%	100.00%	0.00%	0.00%
A17-0010 - H.T. Harvey & Associates Ecological Cons	\$140,087.00	\$71,837.00	\$38,618.98	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.14%
A17-0021 - Novani, LLC	\$573,200.00	\$413,581.40	\$215,431.40	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
A17-0035 - VSCE, Inc.	\$1,315,988.00	\$906,604.63	\$418,112.49	100.00%	100.00%	0.00%	0.00%	100.00%	100.00%	0.00%	0.00%
A17-0036 - DMR Management Consultants, Inc.	\$2,094,771.00	\$751,207.50	\$348,525.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0037 - Sidhu Consulting, LLC	\$2,167,769.00	\$824,205.00	\$428,400.00	100.00%	100.00%	0.00%	100.00%	100.00%	100.00%	0.00%	100.00%
A17-0038 - Axis Consulting Engineers	\$724,500.00	\$555,975.00	\$264,375.00	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
A17-0039 - Chwen Siripocanont	\$1,097,850.00	\$752,410.00	\$402,300.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0042 - Associated Right of Way Services, Inc	\$124,594.00	\$97,444.96	\$51,048.00	100.00%	100.00%	0.00%	0.00%	100.00%	100.00%	0.00%	0.00%
A17-0052 - Malik Transportation and Management Solutions, Inc.	\$262,200.00	\$262,200.00	\$132,066.00	100.00%	100.00%	0.00%	100.00%	100.00%	100.00%	0.00%	100.00%
A17-0057 - VSCE, Inc.	\$1,465,000.00	\$424,282.53	\$253,246.24	100.00%	100.00%	0.00%	100.00%	100.00%	100.00%	0.00%	100.00%
A17-0071 - VSCE, Inc.	\$1,048,400.00	\$623,535.00	\$416,160.00	100.00%	100.00%	0.00%	100.00%	100.00%	100.00%	0.00%	100.00%
A17-0073 - Kimley-Horn and Associates, Inc.	\$3,650,000.00	\$779,127.43	\$543,295.76	100.00%	25.58%	0.00%	10.67%	100.00%	24.67%	0.00%	11.89%
A18-0001 - Meyers Nave Riback Silver & Wilson	\$600,000.00	\$120,325.67	\$109,067.17	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%
A18-0002 - Wendel, Rosen, Black & Dean, LLP	\$1,100,000.00	\$229,684.29	\$152,693.28	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%
A18-0026 - Mark Thomas & Company, Inc.	\$4,765,081.00	\$786,928.51	\$318,296.75	100.00%	18.00%	0.00%	12.96%	100.00%	19.97%	0.00%	7.29%
AA07-0001 - TY Lin International/CCS	\$19,684,919.00	\$17,325,637.01	\$333,521.97	99.71%	63.48%	0.00%	0.25%	84.79%	24.68%	0.00%	11.37%



Contract Equity Utilization Report

Fiscal Year: 2018

Current Reporting Period Start Date: 7/1/2017

End Date: 6/30/2018

Contract Number/Company Name	Contract Amount	Total Payment to Date	Payment Current Reporting Period	Goal Attainment (Current Reporting Period)				Goal Attainment (Cumulative)			
				LBE	SLBE	VSLBE	DBE	LBE	SLBE	VSLBE	DBE
Total PSA (Professional Services Agreement) - Goal Requirements for LBCE (70% for LBE and 30% for SLBE)											
	\$119,817,495.00	\$65,756,687.88	\$15,851,804.08	90.31%	31.48%	1.54%	23.26%	90.69%	30.12%	2.07%	5.61%
Exempt from Goal Requirements											
A07-011.BKF.PH2 - BKF	\$15,475,780.00	\$15,450,554.64	\$126,013.24	100.00%	0.00%	0.00%	0.00%	98.17%	28.97%	0.00%	9.05%
A08-017.TYLIN - T.Y. Lin International CCS	\$3,508,972.00	\$3,472,113.48	\$2,788.05	100.00%	0.00%	0.00%	0.00%	100.00%	26.21%	0.00%	26.21%
A08-018 - URS Corporation	\$2,606,286.00	\$2,595,678.72	\$124,161.22	100.00%	0.00%	0.00%	0.00%	87.12%	2.07%	2.07%	2.07%
A10-0008 - S&C Engineers	\$2,025,750.00	\$2,016,253.76	\$3,366.27	100.00%	100.00%	0.00%	0.00%	86.48%	86.08%	0.00%	0.00%
A11-0038 - Delcan Corporation	\$7,375,523.00	\$7,295,499.31	\$792,132.71	0.00%	0.00%	0.00%	0.00%	3.82%	0.00%	0.00%	0.00%
A11-0039 - Kimley-Horn and Associates, Inc.	\$2,896,870.00	\$2,846,789.09	\$338,936.08	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%
A12-0027 - Nelson/Nygaard Consulting Associates	\$350,970.00	\$328,628.23	\$37,909.96	100.00%	0.00%	0.00%	0.00%	96.69%	0.00%	0.00%	0.00%
A13-0016 - Platinum Advisors, LLC	\$300,000.00	\$300,000.00	\$55,000.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0017 - CJ Lake, LLC	\$315,000.00	\$299,541.74	\$60,799.40	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0092 - ETC - Electronic Transaction Consultants	\$4,137,500.00	\$3,997,459.08	\$126,747.00	100.00%	0.00%	0.00%	0.00%	87.08%	0.00%	0.00%	0.00%
A14-0001 - Wilson, Sparling & Associates, Inc.	\$999,519.00	\$720,180.11	\$55,951.26	34.08%	34.08%	0.00%	0.00%	16.34%	16.34%	0.00%	0.38%
A15-0035 - WMH Corporation	\$11,725,405.00	\$10,942,157.62	\$2,379,101.94	100.00%	78.06%	0.00%	5.84%	100.00%	79.94%	0.00%	6.65%
A15-0043 - ETC - Electronic Transaction Consultants	\$3,000,000.00	\$1,751,652.50	\$326,619.00	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%
A17-0011 - Moore Iacofano Goltsman, Inc.	\$25,000.00	\$23,627.03	\$15,099.94	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%
A17-0070 - ETC - Electronic Transaction Consultants	\$7,500,000.00	\$1,609,679.82	\$1,252,827.07	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%
A18-0025 - System Metrics Group	\$475,000.00	\$234,502.15	\$100,709.22	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A99-0003 - WSP USA, Inc.	\$8,340,000.00	\$8,060,812.20	\$20,825.84	5.21%	0.00%	0.00%	0.00%	82.03%	16.70%	0.02%	3.44%
Total PSA (Professional Services Agreement) - Exempt from Goal Requirements											
	\$71,057,575.00	\$61,945,129.48	\$5,818,988.20	81.69%	32.30%	0.00%	2.39%	81.73%	28.07%	0.09%	0.22%
Total PSA (Professional Services Agreement)											
	\$190,875,070.00	\$127,701,817.36	\$21,670,792.28	87.99%	31.70%	1.12%	17.66%	86.34%	29.13%	1.11%	3.00%
Contract Type: CC (Construction Contract)											
Exempt from Goal Requirements											
A11-0026 - Steiny & Company, Inc.	\$11,259,616.36	\$10,851,899.11	\$19,368.93	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Total CC (Construction Contract) - Exempt from Goal Requirements											
	\$11,259,616.36	\$10,851,899.11	\$19,368.93	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%



Contract Equity Utilization Report

Fiscal Year: 2018

Current Reporting Period Start Date: 7/1/2017

End Date: 6/30/2018

Contract Number/Company Name	Contract Amount	Total Payment to Date	Payment Current Reporting Period	Goal Attainment (Current Reporting Period)				Goal Attainment (Cumulative)			
				LBE	SLBE	VSLBE	DBE	LBE	SLBE	VSLBE	DBE
Total CC (Construction Contract)	\$11,259,616.36	\$10,851,899.11	\$19,368.93	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Contract Type: Coop (Cooperative Agreement)

Exempt from Goal Requirements

04-2440 - Caltrans	\$15,000,000.00	\$15,171,873.03	\$294,947.18	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
04-2445 - Caltrans	\$6,559,000.00	\$6,525,382.73	\$26,300.27	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
04-2558 - Caltrans	\$8,520,000.00	\$4,277,381.81	\$1,989,258.68	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
04-2568 - Caltrans	\$1,720,000.00	\$957,796.67	\$186,773.68	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
04-2613 - Caltrans	\$115,000.00	\$45,074.98	(\$33,734.21)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
04-2632 - Caltrans	\$114,360,000.00	\$21,839,929.98	\$6,278,695.28	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
04-2669 - Caltrans	\$247,000.00	\$150,216.72	\$76,270.89	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
04-2672 - Caltrans	\$334,000.00	\$131,428.92	\$68,341.94	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
4-1895 - Caltrans	\$145,000.00	\$41,083.58	\$744.39	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
4-2138 - Caltrans	\$27,400,000.00	\$27,066,564.01	\$109,763.80	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A11-0025 - City of Oakland	\$4,300,000.00	\$4,224,739.57	\$1,440,630.78	0.00%	0.00%	0.00%	0.00%	1.87%	0.00%	0.00%	0.00%
Ala 580 PM R7.8/R21.5 - Caltrans	\$125,000.00	\$40,341.83	\$21,553.52	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Total Coop (Cooperative Agreement) - Exempt from Goal Requirements	\$178,825,000.00	\$80,471,813.83	\$10,459,546.20	0.00%	0.00%	0.00%	0.00%	0.10%	0.00%	0.00%	0.00%
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Total Coop (Cooperative Agreement)	\$178,825,000.00	\$80,471,813.83	\$10,459,546.20	0.00%	0.00%	0.00%	0.00%	0.10%	0.00%	0.00%	0.00%
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Contract Type: LA (Letter Agreement)

Exempt from Goal Requirements

A18-0003 - Van Iwaarden Associates	\$9,000.00	\$6,800.00	\$6,800.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A18-0022 - City of Albany	\$5,000.00	\$3,000.00	\$3,000.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A18-0039 - Union Pacific Railroad	\$25,000.00	\$685.76	\$428.78	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
L17-0035 - Union Pacific Railroad	\$75,000.00	\$14,747.99	\$4,490.41	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
UPRR 745264 - Union Pacific Railroad	\$110,000.00	\$5,481.81	\$727.52	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Total LA (Letter Agreement) - Exempt from Goal Requirements	\$224,000.00	\$30,715.56	\$15,446.71	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
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Contract Equity Utilization Report

Fiscal Year: 2018

Current Reporting Period Start Date: 7/1/2017

End Date: 6/30/2018

Contract Number/Company Name	Contract Amount	Total Payment to Date	Payment Current Reporting Period	Goal Attainment (Current Reporting Period)				Goal Attainment (Cumulative)			
				LBE	SLBE	VSLBE	DBE	LBE	SLBE	VSLBE	DBE
Total LA (Letter Agreement)	\$224,000.00	\$30,715.56	\$15,446.71	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Contract Type: PFA (Project Funding Agreement)

Exempt from Goal Requirements

A13-0041 - Alzheimer's Svc. Of the East Bay	\$400,000.00	\$400,000.00	\$8,332.93	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0042 - Bay Area Outreach and Recreation Program	\$568,000.00	\$534,518.90	\$37,420.71	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0043 - Center for Independent Living	\$679,000.00	\$679,000.00	\$60,792.58	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0044 - City of Emeryville	\$174,000.00	\$174,000.00	\$14,651.38	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0045 - City of Fremont	\$450,000.00	\$431,477.83	\$60,515.24	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0046 - City of Fremont	\$550,000.00	\$548,854.96	\$68,245.92	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0047 - City of Fremont	\$450,000.00	\$450,000.00	\$69,606.42	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0049 - City of Oakland	\$361,500.00	\$342,316.06	\$14,242.09	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0050 - City of Pleasanton	\$172,438.00	\$147,714.14	\$20,115.25	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0052 - Senior Support Program of the Tri-Valley	\$331,000.00	\$324,593.36	\$32,392.46	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0057 - Bay Area Rapid Transit	\$3,718,000.00	\$2,895,116.44	\$1,274,708.61	21.97%	20.97%	0.00%	39.98%	23.20%	22.50%	0.00%	37.50%
A13-0058 - City of Union City	\$5,730,000.00	\$2,626,874.66	\$86,343.33	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0061 - East Bay Regional Park District	\$1,000,000.00	\$285,000.00	\$147,084.28	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0063 - City of Albany	\$536,000.00	\$44,513.07	\$44,513.07	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A13-0072 - Alameda County	\$90,000.00	\$90,000.00	\$7,599.85	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A14-0030 - A C Transit District	\$50,000.00	\$43,156.42	\$10,099.85	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A14-0065 - City of Dublin	\$90,000.00	\$90,000.00	\$75,500.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A14-0066 - City of Fremont	\$430,000.00	\$326,570.12	\$276,568.95	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A14-0069 - City of Oakland	\$660,616.00	\$182,686.09	\$145,262.45	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A14-0070 - A C Transit District	\$925,000.00	\$578,029.72	\$143,334.90	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%
A14-0075 - Metropolitan Transportation Commission	\$500,000.00	\$449,142.10	\$60,000.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A15-0003 - A C Transit District	\$5,000,000.00	\$1,219,027.29	\$51,771.02	80.95%	0.00%	0.00%	0.00%	82.66%	0.00%	0.00%	0.00%
A15-0045 - City of Albany	\$32,800.00	\$32,800.00	\$32,800.00	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%
A15-0047 - City of Pleasanton	\$25,000.00	\$25,000.00	\$25,000.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A16-0009 - City of Oakland	\$100,000.00	\$49,998.00	\$25,000.00	100.00%	100.00%	0.00%	100.00%	100.00%	100.00%	0.00%	100.00%
A16-0034 - City of Oakland	\$124,000.00	\$116,621.27	\$45,455.15	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A16-0035 - City of Pleasanton	\$53,000.00	\$53,000.00	\$23,852.54	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A16-0036 - City of San Leandro	\$50,000.00	\$50,000.00	\$12,500.00	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%



Contract Equity Utilization Report

Fiscal Year: 2018

Current Reporting Period Start Date: 7/1/2017

End Date: 6/30/2018

Contract Number/Company Name	Contract Amount	Total Payment to Date	Payment Current Reporting Period	Goal Attainment (Current Reporting Period)				Goal Attainment (Cumulative)			
				LBE	SLBE	VSLBE	DBE	LBE	SLBE	VSLBE	DBE
A16-0039 - California State University, East Bay	\$123,000.00	\$123,000.00	\$25,230.40	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A16-0040 - Livermore Amador Valley Transportation A	\$275,000.00	\$275,000.00	\$34,375.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A16-0076 - Alameda Contra Costa Transit District	\$10,000,000.00	\$1,956,301.02	\$713,571.14	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A16-0077 - City of Fremont	\$2,660,000.00	\$1,006,176.55	\$904,339.21	62.55%	40.87%	0.00%	0.00%	63.55%	41.29%	0.00%	0.00%
A16-0081 - City of Dublin	\$17,467,000.00	\$13,191,060.42	\$1,688,532.49	80.59%	0.00%	0.00%	0.00%	60.39%	0.44%	0.00%	0.08%
A17-0018 - Livermore Amador Valley Transportation A	\$2,000,000.00	\$139,560.00	\$115,080.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0019 - City of Union City	\$1,000,000.00	\$65,963.75	\$18,625.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0020 - A C Transit District	\$5,000,000.00	\$1,867,026.78	\$1,430,208.30	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0043 - City of Oakland	\$41,000,000.00	\$41,000,000.00	\$3,000,000.00	0.00%	0.00%	0.00%	0.00%	40.24%	4.20%	0.00%	0.21%
A17-0055 - City of Dublin	\$291,000.00	\$290,981.75	\$290,981.75	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0061 - City of Oakland	\$1,013,500.00	\$183,500.00	\$91,750.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0064 - California State University, East Bay	\$128,000.00	\$126,478.59	\$36,513.79	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0067 - Livermore Amador Valley Transportation A	\$100,000.00	\$49,226.46	\$11,617.33	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0088 - Bay Area Outreach and Recreation Program	\$318,000.00	\$143,449.77	\$108,522.19	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0089 - Center for Independent Living	\$500,000.00	\$250,000.00	\$209,489.66	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0092 - Drivers For Survivors, Inc	\$220,000.00	\$118,965.93	\$93,522.70	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0094 - Eden I&R	\$296,000.00	\$143,132.98	\$63,364.37	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0095 - City of Emeryville	\$70,000.00	\$35,000.00	\$17,500.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0098 - City of Emeryville	\$1,000,000.00	\$489,672.60	\$244,838.80	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0108 - Livermore Amador Valley Transportation A	\$40,000.00	\$11,576.47	\$7,129.59	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0110 - Life Eldercare, Inc	\$275,000.00	\$118,675.36	\$93,546.62	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A17-0124 - Senior Support Program of the Tri-Valley	\$212,000.00	\$120,600.75	\$88,438.35	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A18-0017 - East Bay Bicycle Coalition	\$75,000.00	\$73,232.26	\$73,232.26	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
A18-0018 - City of Dublin	\$500,000.00	\$60,730.80	\$9,315.00	100.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%
Total PFA (Project Funding Agreement) - Exempt from Goal Requirements											
	\$107,813,854.00	\$75,029,322.67	\$12,243,432.93	20.19%	5.41%	0.00%	4.37%	36.73%	3.86%	0.00%	0.71%
Total PFA (Project Funding Agreement)											
	\$107,813,854.00	\$75,029,322.67	\$12,243,432.93	20.19%	5.41%	0.00%	4.37%	36.73%	3.86%	0.00%	0.71%

Contract Type: PSFA (Project Specific Funding Agreement)



Contract Equity Utilization Report

Fiscal Year: 2018

Current Reporting Period Start Date: 7/1/2017

End Date: 6/30/2018

Contract Number/Company Name	Contract Amount	Total Payment to Date	Payment Current Reporting Period	Goal Attainment (Current Reporting Period)				Goal Attainment (Cumulative)			
				LBE	SLBE	VSLBE	DBE	LBE	SLBE	VSLBE	DBE
Exempt from Goal Requirements											
2003-02 - City of Oakland	\$6,358,000.00	\$4,566,199.58	\$1,233,742.63	94.21%	0.00%	0.00%	0.00%	79.11%	8.19%	0.00%	9.90%
A07-0058 - City of Livermore	\$8,487,377.51	\$7,596,362.76	\$166,400.20	81.53%	73.61%	0.00%	3.14%	26.61%	21.82%	0.00%	1.21%
A10-0027 - Bay Area Rapid Transit	\$120,326,570.00	\$116,436,838.85	\$4,549,587.18	8.98%	0.00%	0.00%	0.47%	19.01%	3.50%	1.64%	9.63%
A12-0050 - City of Hayward	\$26,437,000.00	\$26,436,999.99	\$225,437.95	100.00%	0.00%	0.00%	0.00%	34.16%	7.36%	0.87%	0.85%
A14-0049 - Alameda County Public Works Agency	\$100,000.00	\$98,619.95	\$10,135.08	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
ACTC_A10-013 - Alameda County Public Works Agency	\$265,000.00	\$214,363.15	\$1,902.27	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Total PSFA (Project Specific Funding Agreement) - Exempt from Goal Requirements											
	\$161,973,947.51	\$155,349,384.28	\$6,187,205.31	31.23%	1.98%	0.00%	0.43%	23.69%	5.19%	1.38%	0.02%
Total PSFA (Project Specific Funding Agreement)											
	\$161,973,947.51	\$155,349,384.28	\$6,187,205.31	31.23%	1.98%	0.00%	0.43%	23.69%	5.19%	1.38%	0.02%
Total for All Contracts											
	\$650,971,487.87	\$449,434,952.81	\$50,595,792.36	46.39%	15.13%	0.48%	8.67%	38.87%	10.71%	0.79%	0.98%



**Local Business Contract Equity (LBCE) Program Goals Attainment Summary
for Contracts with LBCE Program Goals
FY2008-09 to FY2017-18**

Contract Type	Reporting Period	Number of Contracts	Total \$	LBE \$	LBE %	SLBE \$	SLBE %
Professional Services	FY 2008-09	84	\$14,671,927	\$12,954,839	88%	\$6,531,596	45%
	FY 2009-10	74	\$14,561,106	\$13,393,718	92%	\$7,775,840	53%
	FY 2010-11	80	\$13,365,337	\$11,848,462	89%	\$5,611,082	42%
	FY 2011-12	55	\$5,538,448	\$4,146,151	75%	\$2,139,857	39%
	FY 2012-13	33	\$6,994,351	\$5,052,417	72%	\$2,875,224	41%
	FY 2013-14	25	\$3,780,242	\$2,995,804	79%	\$1,687,257	45%
	FY 2014-15	24	\$4,729,816	\$4,369,404	92%	\$1,246,779	26%
	FY 2015-16	22	\$6,219,416	\$5,691,388	92%	\$1,688,572	27%
	FY 2016-17	36	\$13,348,171	\$11,746,390	88%	\$3,284,985	25%
	FY 2017-18	30	\$15,851,804	\$14,315,764	90%	\$4,990,148	31%
Subtotal for Professional Services Contracts			99,060,618	86,514,336	87%	37,831,339	38%
Construction	FY 2008-09	7	479,672	414,389	86%	278,066	58%
	FY 2009-10	0	-	-	0%	-	0%
	FY 2010-11	0	-	-	0%	-	0%
	FY 2011-12	2	43,173	-	0%	-	0%
	FY 2012-13	1	58,220	-	0%	-	0%
	FY 2013-14	1	90,526	-	0%	-	0%
	FY 2014-15	0	-	-	0%	-	0%
	FY 2015-16	0	-	-	0%	-	0%
	FY 2016-17	0	-	-	0%	-	0%
	FY 2017-18	0	-	-	0%	-	0%
Subtotal for Construction Contracts			671,591	414,389	62%	278,066	41%
Total (All Industries)			\$99,732,209	\$86,928,724	87%	\$38,109,405	38%

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Date: September 24, 2018

To: Seung Cho, Director of Budgets & Administration, Alameda CTC

FROM: Laura Luster, L. Luster & Associates 
Maxima Paredes, L. Luster & Associates 

RE: Independent Review of Alameda County Transportation Commission's Contract Equity Annual Utilization Report for the period July 1, 2017 through June 30, 2018

CC: Patricia Reavey, Deputy Executive Director of Finance & Administration, Alameda CTC
Erika Cheng, Associate Administrative Analyst, Alameda CTC

L.Luster & Associates (LLA) has reviewed Alameda CTC payment and vendor data provided by Alameda CTC staff for the period July 1, 2017 through June 30, 2018.

LLA staff was given full access to the Project Control System (PCS) database, as well as contract/agreement files, payment invoices and responses to the vendor survey. LLA utilized these resources in conducting a thorough review to provide quality control and to assure data integrity for all payments made to vendors on contracts with Local Business Contract Equity goals within the above referenced period. Additionally, LLA followed up with respondent vendors to ensure that all vendor concerns were addressed and issues resolved.

LLA met with staff and presented its findings. Staff satisfactorily responded to all issues identified and presented.

Having completed the review process, L. Luster & Associates finds no material defects in the Alameda County CTC Contract Equity Annual Utilization Report for the period July 1, 2017 through June 30, 2018.

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Memorandum

4.3

1111 Broadway, Suite 800, Oakland, CA 94607 • PH: (510) 208-7400 • www.AlamedaCTC.org

DATE: October 1, 2018

TO: Finance and Administration Committee

FROM: Patricia Reavey, Deputy Executive Director of Finance and Administration

SUBJECT: Commissioner Travel to Focus on the Future Conference

Recommendation

It is recommended that the Commission approve Commissioner travel to the Self-Help Counties Coalition Focus on the Future Conference.

Summary

Per the Commissioner Travel and Expenditure Policy adopted in March 2016, all conference attendance for Alameda CTC Commissioners must be preapproved by the Finance and Administration Committee (FAC) to be eligible for reimbursement under this Policy.

Commissioner Haggerty plans to attend this year's Self Help Counties Coalition Focus on the Future Conference in Indian Wells, California. Approval of this item will authorize Commissioner Haggerty to be reimbursed for all reasonable and necessary expenditures while attending the conference on authorized agency business.

Background

The Focus on the Future Conference provides a forum for Self-Help Counties and other transportation agencies, elected officials, and the private sector to share experiences and highlight upcoming transportation projects. Commissioner Scott Haggerty plans to attend the conference in Indian Wells, California from October 28, 2018 through October 30, 2018. Requests for reimbursement of expenditures must be submitted on the authorized Alameda CTC Expense Reimbursement Form within 30 calendar days after the conclusion of the conference along with required documentation per the adopted policy.

Fiscal Impact: The fiscal impact of this trip will include all reasonable and necessary expenditures incurred during the conference which are included in the adopted FY2018-19 budget.



Memorandum

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DATE: October 1, 2018

TO: Finance and Administration Committee

FROM: Patricia Reavey, Deputy Executive Director of Finance and Administration

SUBJECT: Approve Alameda CTC FY2018-19 Member Agency Fee Schedule

Recommendation

It is recommended that the Commission approve the FY2018-19 Member Agency Fee Schedule and allow for member agency fees to be adjusted annually based on the Consumer Price Index for All Urban Consumers (CPI-U) for San Francisco-Oakland-San Jose, CA.

Summary

Alameda CTC is recommending adoption of a member agency fee schedule for FY2018-19. Historically, member agency fees have been an essential funding source used to provide the local match requirement on federal and state funds on core function activities and to fund other core functions. Approval of the FY2018-19 member agency fee schedule will allow Alameda CTC to continue to utilize federal and state funding when possible to complete many of its activities and help to ensure the financial stability of the agency. The member agency fee schedule for FY2018-19, Attachment A, reflects a 3 percent increase over the fees for FY2017-18, which have not increased since FY2012-13. This represents an increase of less than \$42,000 across all member agencies. It is recommended that the Commission approve the following actions related to member agency fees:

- Approve the member agency fee schedule for FY2018-19, Attachment A, and
- For subsequent fiscal years, allow for member agency fees to be adjusted annually based on the Consumer Price Index for All Urban Consumers (CPI-U) for San Francisco-Oakland-San Jose, CA, constrained to a maximum adjustment of 3 percent per year and a provision to make no adjustment if the CPI decreases in any given year.

In 2007, a multi-year member agency fee schedule was adopted that covered FY2006-07 through FY2011-12 and included annual increases in fee levels ranging from 3.5 to 11.0 percent in order to fund core function activities. In FY2011-12, the increase in member agency fees over FY2010-11 was 6.0 percent and that increase carried through to FY2012-13. Since then, and over the last five years, Alameda CTC has refrained from increasing member agency fees. The total combined member agency fee amount has remained at \$1,394,819 since FY2012-13. Over the years, these fees have been used to pay the local match requirement on federal and state funds received for many core function activities such as implementing the Congestion Management Program, updating the Countywide Transportation Plan, Level of Service Monitoring, and developing a Bike and Pedestrian Plan. In addition to the ongoing requirements just mentioned, Alameda CTC is now also required to implement Measure BB projects and programs, manage the operations of the express lanes and complete many more transportation plans, some of which include the Community Based Transportation Plan and various Modal Plans (Multimodal Arterial Plan, Countywide Transit Plan, and Countywide Goods Movement Plan).

Direct Local Distribution (DLD) funds provided to the member agencies by Alameda CTC annually have increased significantly with the passage of Measure BB to a total of \$166.6 million for FY2017-18 as compared to \$64.8 million in FY2012-13, the last time the member agency fees were increased, and member agencies have accumulated fund balances of \$94.1 million of DLD funds as of June 30, 2017 as reported to the Commission in the FY2016-17 Compliance Summary Reports. Member agency fees are an allowable expenditure for compliance purposes in the DLD program. In addition, Senate Bill (SB) 1 funds have started flowing to the cities and counties for road maintenance and repairs in 2018 further increasing funds available for these types of projects.

The recommended member agency fee schedule for FY2018-19 reflects a 3 percent increase over the total FY2017-18 rate and the rate of the last five years, which represents an increase of less than \$42,000 across all member agencies. Using 2006 as the base year, the CPI-U for San Francisco-Oakland-San Jose has increased as follows over the last 11 years:

2007	3.27%
2008	3.11%
2009	0.73%
2010	1.37%
2011	2.60%
2012	2.68%
2013	2.24%
2014	2.84%
2015	2.61%
2016	3.01%
2017	3.22%

The increase of member agency fees by CPI-U would be constrained in any given year to a maximum adjustment of 3 percent and a provision to make no adjustment if the CPI decreases.

The allocation between the cities and the County have been updated in Attachment A to reflect the FY2016-17 actual Proposition 111 subvention allocations, which is the most current year of data available from the State Controller.

Member agency fees have historically been an essential funding source for Alameda CTC in order to fund core functions and to provide the local match required on federal and state funding sources for many of the agency's activities. Looking forward, as expectations of Alameda CTC workflow continues to increase, and historically, as it has become continually necessary to subsidize the funding of core function activities with other internal fund sources, it is necessary at this time to implement a minimal increase of CPI to the member agency fee schedule on an annual basis in order to help ensure the financial stability of the agency.

Fiscal Impact: Approval of the recommended fee schedule will set Alameda CTC's FY2018-19 revenue budget for member agency fees at \$1,436,665 which will be incorporated into Alameda CTC's FY2018-19 Mid-year budget update for approval in March 2019.

Attachment

A. Alameda CTC FY2018-19 Member Agency Fee Schedule

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**ALAMEDA COUNTY TRANSPORTATION COMMISSION
FY2018-19 Member Agency Fee Schedule**

CITIES/COUNTY	Proposition 111 Subventions		FY 17/18 Fees	FY 18/19 Fees
	FY 2016/17	Percent of Total		
City of Alameda	\$ 445,451	2.70%	\$ 36,963	\$ 38,790
City of Albany	106,158	0.64%	8,927	9,195
City of Berkeley	673,793	4.08%	57,327	58,616
City of Dublin	322,239	1.95%	26,920	28,015
City of Emeryville	65,859	0.40%	5,161	5,747
City of Fremont	1,288,553	7.80%	109,354	112,060
City of Hayward	893,324	5.41%	73,786	77,723
City of Livermore	492,240	2.98%	41,566	42,813
City of Newark	255,009	1.55%	21,341	22,268
City of Oakland	2,375,994	14.39%	198,343	206,736
City of Piedmont	63,039	0.38%	5,440	5,459
City of Pleasanton	421,318	2.55%	36,126	36,635
City of San Leandro	492,779	2.98%	42,681	42,813
City of Union City	409,911	2.48%	35,149	35,629
Alameda County	6,268,797	37.95%	531,705	545,214
TRANSIT - AVERAGE OF CITIES/COUNTY				
AC Transit	971,631	5.88%	82,015	84,476
BART	971,631	5.88%	82,015	84,476
TOTALS:	\$ 16,517,727	100.00%	\$ 1,394,819	\$ 1,436,665

History of City/County/Transit Fees		
Fiscal Year	Fees	% Change
1991-92	\$ 1,132,953	N/A
1992-93	831,241	-26.63%
1993-94	639,084	-23.12%
1994-95	581,195	-9.06%
1995-96	581,327	0.02%
1996-97	599,880	3.19%
1997-98	631,858	5.33%
1998-99	656,438	3.89%
1999-00	704,417	7.31%
2000-01	711,320	0.98%
2001-02	736,216	3.50%
2002-03	736,216	0.00%
2003-04	736,216	0.00%
2004-05	736,216	0.00%
2005-06	736,216	0.00%
2006-07	761,984	3.50%
2007-08	845,802	11.00%
2008-09	921,924	9.00%
2009-10	1,004,898	9.00%
2010-11	1,095,338	9.00%
2011-12	1,161,059	6.00%
2011-12	+154,808	
2012-13	1,394,819	6.00%
2013-14	1,394,819	0.00%
2014-15	1,394,819	0.00%
2015-16	1,394,819	0.00%
2016-17	1,394,819	0.00%
2017-18	1,394,819	0.00%
2018-19	1,436,665	3.00%

Notes: - The percentage distribution of the Proposition 111 subventions (section 2105 Hwy Users Tax) provides the basis for the distribution of member agency annual fees for the original 15 member agencies. The distribution of the Proposition 111 Subventions is based on the most recent year data provided by the State Controller, which was Fiscal Year 2016/17.

- The distribution for the two new member agencies is based on the average fee of the original 15 members as adopted by the Alameda CTC on July 22, 2010.

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