



# AGENDA

## TREASURE ISLAND MOBILITY MANAGEMENT AGENCY Committee Meeting Notice

**Date:** Tuesday, July 16, 2019; 10:00 a.m.

**Location:** Committee Room 263, City Hall

**Commissioners:** Haney (Chair), Walton (Vice Chair) and Mandelman

**Clerk:** Alberto Quintanilla

		<b>Page</b>
1.	Roll Call	
2.	Approve the Minutes of the May 21, 2019 Meeting – <b>ACTION*</b>	3
3.	Recommend Awarding Three-Year Professional Services Contracts, with an Option to Extend for Two Additional One-Year Periods, to Nossaman LLP; Meyers Nave Riback Silver & Wilson; and Wendel, Rosen, Black & Dean LLP; in a Combined Amount Not to Exceed \$150,000 for On-Call General Legal Counsel Services – <b>ACTION*</b>	5
4.	Update on Yerba Buena Island Infrastructure Projects – <b>INFORMATION*</b>	9
5.	Introduction of New Items – <b>INFORMATION</b>  During this segment of the meeting, Committee members may make comments on items not specifically listed above, or introduce or request items for future consideration.	
6.	Public Comment	
7.	Adjournment	

### \*Additional Materials

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If a quorum of the TIMMA Board is present, it constitutes a Special Meeting of the Transportation Authority Board. The Clerk of the Authority shall make a note of it in the minutes, and discussion shall be limited to items noticed on this agenda.

The meeting proceedings can be viewed live or on demand after the meeting at [www.sfgovtv.org](http://www.sfgovtv.org). To know the exact cablecast times for weekend viewing, please call SFGovTV at (415) 554-4188 on Friday when the cablecast times have been determined.

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## TIMMA Committee Meeting Agenda

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# DRAFT MINUTES

## TREASURE ISLAND MOBILITY MANAGEMENT AGENCY COMMITTEE

Tuesday, May 21, 2019

### 1. Roll Call

Chair Haney called the meeting to order at 11:00 a.m.

**Present at Roll Call:** Commissioners Haney, Mandelman and Walton (3)

### Consent Agenda

#### 2. Approve the Minutes of the November 27, 2018 Meeting – ACTION

#### 3. Internal Accounting Report for the Nine Months Ending March 31, 2019 – INFORMATION

There was no public comment.

Commissioner Walton moved to approve the Consent Agenda, seconded by Commissioner Mandelman.

The Consent Agenda was approved without objection by the following vote:

Ayes: Commissioners Haney, Mandelman and Walton (3)

### End of Consent Agenda

#### 4. Recommend Approval of the Proposed Fiscal Year 2018/19 Budget Amendment – ACTION

Eric Cordoba, Deputy Director for Capital Projects, presented the item per the staff memorandum.

There was no public comment.

Commissioner Walton moved to approve the item, seconded by Commissioner Mandelman.

The item was approved without objection by the following vote:

Ayes: Commissioners Haney, Mandelman and Walton (3)

#### 5. [Public Hearing] Recommend Adoption of the Proposed Fiscal Year 2019/20 Annual Budget and Work Program – ACTION

Bob Beck, Treasure Island Director at the Treasure Island Development Authority, and Eric Cordoba, Deputy Director for Capital Projects, presented the item per the staff presentation.

Commissioner Walton asked if there was a plan to completely exempt current and future low income Treasure Island residents if congestion pricing was implemented.

Mr. Cordoba said that staff had proposed a stipend recommendation of approximately \$300 per household in the latter part of 2018 but was asked by the former TIMMA Chair and Board to

identify a more long-term solution. He said staff was working on travel demand and financial modeling to better understand the impacts to the program and how it would impact the program. He said staff planned to provide additional information at a future meeting.

Commissioner Haney asked for confirmation that the workplan was not making final decisions related to the toll or congestion pricing, but rather seeking approval of the ongoing outreach. He also asked to confirm that staff would provide different recommendations in which the Board would provide input and make a final decision.

Mr. Cordoba replied in the affirmative.

There was no public comment.

Commissioner Mandelman moved to approve the item, seconded by Commissioner Walton.

The item was approved without objection by the following vote:

Ayes: Commissioners Haney, Mandelman and Walton (3)

**6. Introduction of New Items – INFORMATION**

There were no new items introduced.

**7. Public Comment**

There was no public comment.

**8. Adjournment**

The meeting was adjourned at 11:19 a.m.



# Memorandum

**Date:** July 9, 2019  
**To:** Treasure Island Mobility Management Agency Committee  
**From:** Cynthia Fong – Deputy Director for Finance & Administration  
**Subject:** 07/16/19 Committee Meeting: Recommend Awarding Three-Year Professional Services Contracts, with an Option to Extend for Two Additional One-Year Periods, to Nossaman LLP; Meyers Nave Riback Silver & Wilson; and Wendel, Rosen, Black & Dean LLP; in a Combined Amount Not to Exceed \$150,000 for On-Call General Legal Counsel Services

<p><b>RECOMMENDATION</b>    <input type="checkbox"/> Information    <input checked="" type="checkbox"/> Action</p> <ul style="list-style-type: none"> <li>• Recommend awarding three-year professional services contracts, with an option to extend for two additional one-year periods, to Nossaman LLP (Nossaman), Meyers Nave Riback Silver &amp; Wilson (Meyers Nave), and Wendel, Rosen, Black &amp; Dean LLP (Wendel Rosen) in a combined amount not to exceed \$150,000 for on-call general legal counsel services.</li> <li>• Authorize the Executive Director to negotiate contract payment terms and non-material terms and conditions</li> </ul> <p><b>SUMMARY</b></p> <p>We are seeking professional services of legal firms experienced in matters related to the operation of public entities to provide on-call general legal counsel services. We also need broad and deep access to specialized transportation legal services given the wide range of desired proficiencies and experience, the amount and complexity of the San Francisco County Transportation Authority’s (Transportation Authority’s) and TIMMA’s work programs, as well as occasional conflicts of interest or availability that arise for specific efforts. We issued a Request for Qualifications (RFQ) in May. By the proposal due date, we received six Statements of Qualifications. Following interviews with three firms, the selection panel recommends award of contracts to the three highest-ranking firms: Nossaman, Meyers Nave, and Wendel Rosen. The establishment of contracts with multiple consultant firms will enable TIMMA to enlist the services of a broad range of legal consultants on an on-call, as-needed basis.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Fund Allocation</li> <li><input type="checkbox"/> Fund Programming</li> <li><input type="checkbox"/> Policy/Legislation</li> <li><input type="checkbox"/> Plan/Study</li> <li><input type="checkbox"/> Capital Project Oversight/Delivery</li> <li><input type="checkbox"/> Budget/Finance</li> <li><input checked="" type="checkbox"/> Contract/Agreement</li> <li><input type="checkbox"/> Other: _____</li> </ul>
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**DISCUSSION**

**Background.**

We contract with City departments and outside firms for certain specialized professional services in areas where factors like costs, work volume or the degree of specialization required would not justify

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the use of in-house staff. Currently TIMMA utilizes the City Attorney's Office for certain inter-agency agreements, as needed. We currently contract with Nossaman and Wendel Rosen for specialized transportation legal counsel services. The breakdown of past assignments to these firms are included as Attachment 2. Our policy is to competitively re-bid professional services contracts after five years. We propose to contract with multiple consultant firms with whom TIMMA may call upon on a task order basis, which is intended to increase competition and allow for improved responsiveness (e.g., during times of peak demand).

The RFQ scope of services, included as Attachment 1, describes example tasks types that are representative of the needs in the coming three years under this contract, which are also listed below.

1. Parliamentary Procedure and Rules for TIMMA Board and Committee
2. Administration
3. Financial
4. TIMMA Program
5. Legislation
6. Litigation
7. General Advice
8. Miscellaneous

#### **Procurement Process.**

The Transportation Authority and TIMMA issued a joint RFQ for on-call general legal counsel services on May 7, 2019. Although a pre-proposal conference was not held, respondents were able to submit questions regarding the RFQ and receive responses by May 17. We took steps to encourage participation from small, local, and disadvantaged business enterprises, including advertising in five local newspapers: the San Francisco Chronicle, San Francisco Examiner, the Small Business Exchange, Nichi Bei, and the San Francisco Bayview. We also distributed the RFQ and questions and answers to certified small, local, and disadvantaged businesses; Bay Area and cultural chambers of commerce; and small business councils.

By the due date of June 6, 2019, we received six Statements of Qualifications in response to the RFQ. A selection panel comprised of Transportation Authority/TIMMA staff evaluated the Statements of Qualifications based on the criteria identified in the RFQ, including the proposer's understanding of project objectives, technical and management approach, and capabilities and experience. The panel selected three firms to interview on June 19, 2019. Based on the competitive process defined in the RFQ, the panel recommends awarding contracts to the three highest-ranked firms: Nossaman, Meyers Nave, and Wendel Rosen. The three highest-ranked firms provide a strong set of skills, specialists, and relevant experience. Both Nossaman and Wendel Rosen build upon proven track records of performance, while Meyers Nave demonstrated a strong set of qualifications and management approach, in particular regarding their experience with managed lanes projects.

The selection panel recommends that the Transportation Authority and TIMMA both award contracts to the same three firms, as both agencies share legal resources. Awarding contracts to the same on-call legal firms will enhance staff efficiency in issuing task orders and supporting project needs. The contract award for the Transportation Authority portion of the contract received first approval by the Transportation Authority Board at its July 9 meeting.

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Due to the specialized nature of the requested services we established a Disadvantaged Business Enterprise (DBE) goal of 0% for this contract based on recommendation from the California Department of Transportation, and accepted certifications by the California Unified Certification Program. Nossaman has made a commitment to exceed the DBE goal and includes 10% DBE participation from San Francisco-based, Asian-American-owned firm Law Offices of Alexis S.M. Chiu. Meyers Nave and Wendel Rosen do not include any subconsultants.

The selected consultant firms will remain eligible for consideration for task order negotiation on an as-needed basis for the initial three-year term, plus two optional one-year extensions. While TIMMA intends to engage pre-qualified firms based on capabilities, experience, and availability, no selected team is guaranteed a task order.

### **FINANCIAL IMPACT**

The scope of work described in the RFQ is anticipated in TIMMA's adopted Fiscal Year 2019/20 work program and budget. Budget for these activities will be funded by a combination of local agency contributions from the Treasure Island Development Authority and Prop K sales tax funds. The first year's activities are included in TIMMA's adopted Fiscal Year 2019/20 budget and sufficient funds will be included in future fiscal year budgets to cover the cost of these contracts.

### **SUPPLEMENTAL MATERIALS**

Attachment 1 – Scope of Services

Attachment 1  
Scope of Services

TIMMA is seeking the legal services of firms experienced in matters related to the operation of public entities. The below example task types are representative of needs in the coming three years – additional undetermined task types are anticipated to be needed and not all task types listed below will necessarily be produced under these contracts. TIMMA may assign tasks on these qualifications as well as capabilities, experience, availability, and conflicts of interests, if any. Contractors are not guaranteed a task under these contracts.

**Task Types:**

1. **Parliamentary Procedure and Rules for TIMMA Board.** Attendance at board and committee meetings and consultation on Rules of Order, Ralph M. Brown Act, Administrative Code, City and County of San Francisco Elections Code, San Francisco Sunshine Ordinance, and conflict of interest issues. Contractor will be expected to attend the regular meetings of the TIMMA Board and Committee.
2. **Administration. Personnel:** As needed, advise regarding all labor-related issues such as benefits, hiring, discipline, termination, and review of internal policies and procedures. **Contracts:** As needed, review and/or draft legal documents including procurements, contracts, specifications, and standard grant agreements, including necessary legal opinions on restrictions, revisions, claims, default liability, protests and appeals. **Public Records Act:** As needed, advise on public records requests regarding scope of request, reviewing records, and approach to retrieving/releasing records.
3. **Financial.** Assist in the review of financial and budgetary matters, including financial presentations, representations and audit documents, and review of fiscal policies.
4. **TIMMA Program.** Review issues of jurisdiction and legal authority; support environmental requirements; develop, review and/or advise on policy and operating agreements; develop and/or review vendor and operator procurement documents and contracts; and advise on local, state, and federal requirements and legislation.
5. **Legislation.** Assist in drafting or reviewing legislation and the legislative process, from the local to the federal level.
6. **Litigation.** Prepare necessary documents, provide legal representation in court as required to initiate and prosecute or respond to lawsuits, and support mediation and negotiations (settlement) as needed.
7. **General Advice.** Provide verbal or written advice, as requested by TIMMA, on questions concerning the conformity of any contemplated action of TIMMA with applicable law and other matters, including providing guidance on TIMMA projects.
8. **Miscellaneous.** Provide verbal or written advice relating to California Environmental Quality Act/National Environmental Policy Act, construction (including construction manager general contractor), right of way, real estate and land use, state transportation finance, regional transportation planning and programming, and public private partnerships, among others.





# Memorandum

**Date:** July 10, 2019  
**To:** Treasure Island Mobility Management Agency Committee  
**From:** Eric Cordoba – Deputy Director for Capital Projects  
**Subject:** 07/16/19 Committee Meeting: Update on Yerba Buena Island Infrastructure Projects

<p><b>RECOMMENDATION</b>      <input checked="" type="checkbox"/> <b>Information</b>      <input type="checkbox"/> <b>Action</b></p> <p>None. This is an information item.</p> <p><b>SUMMARY</b></p> <p>The San Francisco County Transportation Authority (Transportation Authority) is working closely with the Treasure Island Development Authority (TIDA) and the California Department of Transportation (Caltrans) to deliver several improvement projects on Yerba Buena Island (YBI) over the new few years. Staff will provide a brief description and update for each project.</p>	<p><input type="checkbox"/> Fund Allocation</p> <p><input type="checkbox"/> Fund Programming</p> <p><input type="checkbox"/> Policy/Legislation</p> <p><input type="checkbox"/> Plan/Study</p> <p><input checked="" type="checkbox"/> Capital Project Oversight/Delivery</p> <p><input type="checkbox"/> Budget/Finance</p> <p><input type="checkbox"/> Contract/Agreement</p> <p><input type="checkbox"/> Other:</p> <hr/>
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## DISCUSSION

### Background.

The Transportation Authority is working jointly with TIDA on the development of the I-80/YBI Interchange Improvement Project. TIDA has asked the Transportation Authority, in its capacity as the Congestion Management Agency, to lead the effort to deliver the I-80/YBI Interchange Improvement Project because of our expertise in funding and interacting with the Caltrans on design aspects of the project. The scope of the I-80/YBI Interchange Improvement Project includes two major components: 1) the YBI Ramps Improvement Project, which includes constructing new westbound on and off ramps Phase 1 (on the east side of YBI) to the new Eastern Span of the San Francisco-Oakland Bay Bridge (SFOBB) and the YBI Ramps Southgate Road Realignment Improvements Phase 2; and 2) the YBI Westside Bridges Seismic Retrofit Project (Project) on the west side of the island. The Transportation Authority is also leading a YBI Bicycle and Pedestrian Pathway Study which analyzes overall bicycle and pedestrian connections on the island. There are additional related infrastructure improvements also underway such as the Caltrans Pier E2 Project.

### Projects.

#### YBI Ramps Southgate Road Realignment Improvements

**Description:** The YBI Southgate Road Realignment Improvements Project will reopen the I-80 YBI eastbound off-ramp and realign Southgate Road (on the south side of I-80) to reconnect to Macalla Road. The project also includes constructing a bicycle/pedestrian facility from the SFOBB bicycle/pedestrian landing down to Macalla Road.

**Status:** The project is moving through the project delivery process. Environmental clearance was completed in June 2019. Final design and right of way acquisition is underway and is planned to be completed in August 2019. The project is scheduled to be advertised for construction in September 2019, with construction starting in January 2020.

### **YBI Westside Bridges Seismic Retrofit**

**Description:** This project encompasses reconstructing or seismic retrofitting eight existing bridge structures on the west side of YBI, several of which were constructed in the 1930s. These structures essentially comprise a viaduct along Treasure Island Road, just north of the SFOBB. Treasure Island Road, is a vital component of the YBI traffic circulation system and serves as an important part of the on and off-ramp system to the SFOBB.

The project is uniquely located along the western edge of YBI along steep terrain on the hillside overlooking the San Francisco Bay, which will make it challenging to implement. The construction work includes demolishing eight structures and replacing them with realigned roadway, six retaining walls, and a new undercrossing structure. Additionally, one structure will be seismically retrofitted and includes a column relocation. Not only is the location challenging, but the project presents numerous complex structural (bridge/retaining wall foundations) and geotechnical challenges (unstable soils), as well as difficult construction access (very steep terrain) and environmental constraints (construction adjacent to and above the San Francisco Bay). Due to the numerous complex structural and geotechnical challenges, this project is being delivered using an innovative project delivery approach, Construction Manager/General Contractor.

**Status:** The project is moving through the project delivery process. Environmental clearance was completed in November 2017. Final design is approximately 50% complete and is scheduled to be completed in summer 2020. Construction is scheduled to start in spring 2021 and be completed by early 2024.

### **Caltrans Pier E2**

**Description:** As part of the SFOBB East Span Seismic Safety Replacement project, Caltrans is required to remove the old Bay Bridge from San Francisco Bay, including all marine foundations. The Toll Bridge Program Oversight Committee directed Caltrans and Bay Area Toll Authority (BATA) to explore opportunities to save the Pier E2 marine foundation near YBI and reconfigure the old pier for public access.

Caltrans is partially demolishing the old marine foundation and constructing a new pier above the old foundation, including a connecting bridge from the southeastern tip of YBI. The pier will include tables, seats, lighting and be ADA compliant. The repurposing of the old bridge foundation to a new public access point is consistent with proposed uses for the public access trail and the Bay Trail.

**Status:** The project is currently in construction and is anticipated to be complete by late October 2019.

### **YBI/Treasure Island Bicycle/Pedestrian Pathway Study**

**Description:** The Transportation Authority allocated \$250,000 in late 2018 to perform an analysis of overall bicycle and pedestrian connectivity on the island. This study seeks to develop recommendations for additional improvements on the island to facilitate safe and accessible bicycle and pedestrian connection on the island between the planned Treasure Island Ferry Terminal, Caltrans SFOBB Landing, Pier E2, and the planned future SFOBB West Span bicycle and pedestrian path.

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**Status:** The study is currently in the conceptual development phase and is scheduled to be completed in Fall 2019.

**FINANCIAL IMPACT**

None. This is an information item.

**SUPPLEMENTAL MATERIALS**

None