



MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
EXECUTIVE COMMITTEE
Funding, Programs & Legislation
May 9, 2022
2:00 p.m.

Virtual Meeting

MEETING MINUTES

Members Present: Beach Kuhl, Ross Town Council
Brian Colbert, San Anselmo Town Council, Committee Chair
Katie Rice, County of Marin Board of Supervisors
Susan Cleveland-Knowles, Sausalito City Council

Members Absent: Judy Arnold, County of Marin Board of Supervisors

Staff Members Present: Anne Richman, Executive Director
Bill Whitney, Principal Project Delivery Manager
Dan Cherrier, Principal Project Delivery Manager
David Chan, Director of Programming and Legislation
Derek McGill, Director of Planning
Emily Tong, Senior Accountant
Grace Zhuang, Accounting and Administration Specialist
Jennifer Doucette, Executive Assistant/Clerk of the Board
Li Zhang, Deputy Executive Director/Chief Financial Officer
Molly Graham, Public Outreach Coordinator
Nick Nguyen, Principal Project Delivery Manager
Scott McDonald, Senior Transportation Planner

Chair Colbert called the meeting to order at 2:00 p.m.

Chair Colbert welcomed everyone to the meeting and asked Executive Assistant/Clerk of the Board Jennifer Doucette to conduct a roll call to ensure a quorum. A quorum of the Funding, Programming and Legislation (FP&L) Executive Committee was confirmed and detailed information about how the public may participate was provided.

1. Chair's Report (Discussion)

Chair Colbert reported that on May 4, Marin Transit (MT) opened its new paratransit facility in San Rafael; and that schools across the county participated in the annual Bike & Roll to School event.

2. Commissioner Comments (Discussion)

None.

3. Executive Director's Report (Discussion)

Executive Director (ED) Anne Richman reported that the construction contract of the last segment of the High Occupancy Vehicle (HOV) lane of the Marin Sonoma Narrows (MSN) was officially awarded to Ghilotti Construction Inc. on April 26. This final mainline project, known as B7, will fill in the remaining gap and create continuous HOV lanes on US 101 from Sausalito to Windsor. Construction is anticipated to begin in mid-2022 with the new HOV lanes to open at the end of 2024.

ED Richman also reported that Bike to Work Day returns on Friday, May 20, as an in-person event. TAM will participate at the Energizer Station between the Central Marin Ferry Connector and the North-South Greenway Gap Closure project to provide giveaways and information. There will be energizer stations throughout Marin along bike routes to provide complimentary beverages, snacks and encouragement.

Lastly, ED Richman provided an update on the Third Street Rehabilitation Project, including nighttime work involving new water service connections to several medical facilities that cannot have water service disrupted during business hours. Residents and businesses may temporarily experience increased noise levels during this construction period.

4. Open Time for Public Expression

Chair Colbert asked if any members of the public wished to speak or had submitted a comment by e-mail, and hearing none, he closed this item.

5. Approval of Meeting Minutes from April 11, 2022 (Action)

Commissioner Kuhl moved to approve the Minutes of the April 11, 2022 meeting, which was seconded by Commissioner Cleveland-Knowles. A roll call vote was conducted, and the motion passed unanimously.

6. One Bay Area Grant Program Cycle 3 (OBAG 3) Local Criteria (Action)

ED Richman explained that there are significant changes to the One Bay Area Grant Program Cycle 3 (OBAG 3) compared to OBAG 1 and OBAG 2, as a result of changing priorities and perspectives from the state and region; and introduced Director of Programming and Legislation David Chan to present this item, which recommends that the FP&L Executive Committee reviews the OBAG 3 Local Criteria and refers it to the TAM Board for adoption.

Mr. Chan explained that OBAG 3 requires the TAM Board to adopt a set of local criteria prior to issuing a call for projects. Mr. Chan also provided information on the program background; available funds; nomination process and target amount adjustment; and call for projects schedule.

Mr. Chan also provided details about the proposed local approach; the review committee; eligible sponsors; initial screening criteria; Priority Development Area (PDA) minimum investments; the evaluation and prioritization criteria; regional programs; and next steps.

In response to Commissioner Cleveland-Knowles, Mr. Chan explained that OBAG 1 and OBAG 2 funds were often used for local streets and roads projects, whereas OBAG 3 is focused on projects that invest in underserved communities and work toward achieving climate goals.

ED Richman explained that in the past, projects were selected for funding by local jurisdictions, whereas, in OBAG 3, the Metropolitan Transportation Commission (MTC) will be responsible for project selection. ED Richman further explained that some of the changes are a result of feedback from the Federal Highway Administration (FHWA).

Commissioner Cleveland-Knowles commented that some local jurisdictions are still recovering from the impacts of the Covid-19 pandemic and may not be in a position to demonstrate the ability to match funding.

ED Richman explained that OBAG 3 is a four-year program, which may provide local jurisdictions an opportunity to spread out the funding commitment; but also confirmed that all of the projects would be selected in the first year.

In response to Commissioner Rice, Mr. Chan explained that in the past, OBAG 1 and OBAG 2 were often used as a secondary source of funding for projects that were near completion. ED Richman explained that the OBAG 3 target allocation for Marin County is a relatively small percentage of what is available through local revenue programs such as Measure AA and from the state.

Commissioner Rice commented that there may be opportunities for coordination of local funding matches across jurisdictions.

In response to Chair Colbert, Mr. Chan explained that MTC has provided County Transportation Agencies (CTAs) the option of prioritizing projects by ranking or category; and ED Richman explained that in addition to the Equity Priority Communities (EPCs) of Marin City, and the Canal and Los Ranchitos neighborhoods, TAM staff has also considered areas of Novato when applying criteria for EPCs. Mr. Chan further explained that projects in Community Based Transportation Plans (CBTPs) are given a higher priority.

In response to Commissioner Cleveland-Knowles, Mr. Chan explained that the structure of the review committee is very similar to OBAG 1 and OBAG 2, comprised of TAM staff members, a representative of the Marin Public Works Association (MPWA), and a community development director whose agencies did not apply for funds, and a staff member of the County's Office of Education (MCOE) or a school district, or a staff member from the County's Office of Equity, as available.

In response to Commissioner Rice, ED Richman explained that staff from MCOE could represent Safe Routes to School (SR2S) and other youth-related programs; and Mr. Chan explained that the review committee members are required to evaluate projects with a countywide perspective.

In response to Commissioner Cleveland-Knowles, ED Richman explained that TAM staff has been in communication with local public works directors and city managers throughout the year to provide information about OBAG 3, including the criteria and schedule; and will be a resource for technical inquiries.

Chair Colbert asked if any members of the public wished to speak or had submitted a comment by e-mail, and hearing none, he asked for a motion.

Commissioner Cleveland-Knowles moved to refer the OBAG 3 Local Criteria to the TAM Board for adoption, which was seconded by Commissioner Rice. A roll call vote was conducted, and the motion passed unanimously.

7. Award of Program/Project Management and Oversight Services Contract (Action)

Principal Project Delivery Manager Dan Cherrier presented this item, which recommends the FP&L Executive Committee recommends the TAM Board to authorize the ED to negotiate and execute a contract for Program/Project Management and Oversight (PMO) On-call services with T.Y. Lin International (TYLin) for a not to exceed amount of \$3 million, with a 5-year contract term.

Mr. Cherrier provided a historical overview of the PMO on-call contract; sample Task Order Presentation; and the PMO/on-call procurement and selection process.

In response to Commissioner Kuhl, Mr. Cherrier explained that CSW/Stuber-Stroeh Engineering Group, the current consultant, elected not to submit a Request for Qualifications (RFQ) as the firm was concentrating on general civil engineering projects.

In response to Commissioner Rice, Mr. Cherrier explained that both currently and formerly contracted firms use a team of subcontractors to provide the full scope of services.

Chair Colbert asked if any members of the public wished to speak or had submitted a comment by e-mail, and hearing none, he asked for a motion.

Commissioner Rice moved to recommend to the TAM Board to authorize the ED to negotiate and execute a contract for PMO On-call services with TYLin for a not to exceed amount of \$3 million, with a 5-year contract term, which was seconded by Commissioner Kuhl. A roll call vote was conducted, and the motion passed unanimously.

The meeting was adjourned at 3:07 p.m.

Approved September 12, 2022