

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY
MINUTES OF THE BOARD OF DIRECTORS MEETING

(May 23, 2013)

The Board of Directors of the San Francisco Bay Area Water Emergency Transportation Authority met in regular session at the WETA offices at Pier 9, Suite 111, San Francisco, CA.

1. ROLL CALL AND CALL TO ORDER

Chair Charlene Haught Johnson called the meeting to order at 1:05 p.m. Directors present were Vice Chair Anthony Intintoli, Director Gerald Bellows and Director Timothy Donovan. Vice Chair Intintoli led the pledge of allegiance.

2. REPORT OF BOARD CHAIR

No report.

3. REPORT OF DIRECTORS

No report.

4. REPORTS OF STAFF

Executive Director Nina Rannells introduced Planning and Development Manager Kevin Connolly who delivered an update to the Board regarding South San Francisco ridership.

Mr. Connolly reviewed the recent changes to the service which included an additional evening departure from South San Francisco to the East Bay as well as a new direct midday service from South San Francisco to San Francisco on Wednesdays and Fridays. He said that average daily ridership in 2013 was already up 30% over the 2012 average and that ridership had increased 13% over the previous month since the service changes had been implemented. He noted that while it had only been 13 days since the changes had been initiated that it was not an insignificant change and suggested that the numbers may continue to increase. Director Donovan replied that this was good news.

Ms. Rannells then referred the Board to her written monthly report, adding her appreciation for representatives of Masters, Mates & Pilots for their recent advocacy of the Central Bay Maintenance Facility project in meetings with FTA and congressional representatives in Washington, DC.

Chair Johnson asked if there was a State Legislative update. Ms. Rannells said that there was no written report but that AB 935 had passed out of the Assembly. She added that in addition to the Contra Costa and San Mateo representation, AB 935 had been updated to include representational seats for organized labor as well as Alameda, San Francisco, and Solano counties.

Vice Chair Intintoli asked for clarification regarding the "percentage of project completed" for the refurbishment of the vessel *Mare Island* in Attachment 2 of the Executive Director's report. Finance and Grants Manager Lynne Yu responded that it was a formula error.

5. CONSENT CALENDAR

Ms. Rannells noted a full consent calendar and acknowledged specifically the work of Administrative/Policy Analyst Lauren Gularte for her work on the DBE Goal Analysis Report. Vice Chair Intintoli asked why the North Bay Maintenance Facility was not included on the list of contracts to be awarded. Ms. Gularte replied that it was because there were no federal funds budgeted for the project.

Director Bellows made a motion to approve the consent calendar. Vice Chair Intintoli seconded the motion and the item carried unanimously.

6. APPROVE FISCAL YEAR 2013/14 OPERATING AND CAPITAL BUDGET

Ms. Rannells presented this item requesting that the Board approve the Fiscal Year 2013/14 Proposed Operating and Capital Budget. She noted that the \$66.8 million budget covered a much bigger program than it had in prior years, including nearly \$31 million in operating expenses and \$36 million in capital. Ms. Rannells said that as well as day-to-day service operations, the operating budget included major planning initiatives such as a comprehensive system review, a system-wide fare program, and defining and prioritizing future expansion efforts. She noted that the capital program included significant funds for rehabilitation of a number of key facilities and vessels as well as the Downtown Ferry Terminal Expansion Project and the Central Bay and North Bay Maintenance Facilities.

Ms. Rannells said that the operating budget was conservative, including contingency for changes in fuel prices and other unanticipated costs. She noted a revised copy of the budget made available at the meeting which addressed the line item "contribution to capital reserve" which was intended to maximize utilization of Regional Measure 2 funds by taking excess fare revenues and contributing them to a fund to pay future local matches for capital projects. Ms. Rannells reported that MTC would not allow this and that the revised version of the budget had a lower operating figure as a result. She said that Ms. Yu had been working with MTC on an alternative approach to creating an operating reserve utilizing excess Regional Measure 1 funding. Ms. Rannells emphasized that staff was always looking for ways to create a reserve for future expenses.

Ms. Rannells then offered to receive questions regarding the budget, noting that Ms. Yu had been instrumental in creating it and could also address any questions or concerns.

Vice Chair Intintoli commented that starting new services was challenging and that they would need time to meet MTC farebox recovery requirements. He emphasized that any new services should identify sources of local funding prior to implementation and that no new services should be created at the expense of existing services.

Vice Chair Intintoli and Director Donovan expressed appreciation for the clarity of the budget presentation.

Director Bellows asked about the crane budgeted for the North Bay Maintenance Facility. Ms. Rannells noted that a crane was currently leased and that a WETA-owned crane could be used at both the Central Bay and North Bay facilities. Director Donovan asked if it would be a new crane. Operations Manager Keith Stahnke said that it would be.

Director Bellows made a motion to approve the item. Director Donovan seconded the motion and the item carried unanimously.

7. APPROVE A CONSTRUCTION MANAGEMENT CONTRACT FOR THE REGIONAL PASSENGER FERRY FLOAT PROJECT AND AUTHORIZE RELEASE OF A REQUEST FOR PROPOSALS FOR PROJECT CONSTRUCTION

Mr. Stahnke presented this item requesting Board approval of a contract award for construction management services for a Regional Passenger Ferry Float to Ghirardelli Associates Inc. in an amount not to exceed \$330,000, and authorize the Executive Director to negotiate and execute a final contract and take any other such related actions to support this work, as well as authorization for the release of a Request for Proposals for Construction of the Regional Passenger Ferry Float project.

Director Donovan asked if DBE/SBE objectives were being met for this project. Lauren Gularte, Administrative/Policy Analyst indicated that all federal funds paid to Ghirardelli Associates Inc. will count towards WETA's DBE and SBE goals.

Director Donovan made a motion to approve the item. Director Bellows seconded the motion and the item carried unanimously.

8. APPROVE A CONSTRUCTION MANAGEMENT CONTRACT FOR THE FERRY TERMINAL REFURBISHMENT PROJECT AND AUTHORIZE RELEASE OF A REQUEST FOR PROPOSALS FOR THE PROJECT

Mr. Stahnke presented this item requesting Board approval for the construction management services for the Ferry Terminal Refurbishment Projects to Ben C. Gerwick, Inc. in an amount not to exceed \$159,000 and authorize the Executive Director to negotiate and execute a final contract and take any other such related actions to support this work, as well as authorization for the release of a Request for Proposals for Ferry Terminal Refurbishment Project.

Director Bellows made a motion to approve the item. Vice Chair Intintoli seconded the motion and the item carried unanimously.

9. AUTHORIZE THE RELEASE OF A REQUEST FOR PROPOSALS FOR THE LANDSIDE CONSTRUCTION CONTRACT FOR THE NORTH BAY OPERATIONS AND MAINTENANCE AND FACILITY

Mr. Connolly presented this item requesting Board authorization to release a Request for Proposals for Package 1, Landside Construction Contract for the North Bay Operations and Maintenance Facility and delivered an overview of the project scope to the Board.

Ms. Rannells added that the project was on a fast-track as the clock was ticking on a funding deadline. She said that in order to utilize STIP funds allocated to this project, a contract needed to be awarded no later than August 31.

Ms. Rannells added that she had been contacted by Ben Espinoza of the Napa-Solano Building Trades Council regarding their interest in the WETA Board adopting a project labor agreement for this project. Ms. Rannells said that their preferred language was currently under review and that she would keep the Board informed on the status of the item. Vice Chair Intintoli noted that it certainly deserved a careful look and consideration.

Director Donovan asked for clarification of how the project labor agreement would be addressed. Ms. Rannells replied that staff will focus on developing an agreement to bring forward to the Board at their June meeting. In the event that this meeting occurs after Package 1 is released for bid, the Project Labor Agreement could be added into the RFP by way of an addendum.

Vice Chair Intintoli made a motion to approve the item. Director Bellows seconded the motion and the item carried unanimously.

10. AUTHORIZE RELEASE OF A REQUEST FOR PROPOSALS FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE CENTRAL BAY OPERATIONS AND MAINTENANCE FACILITY

Senior Planner Mike Gougherty presented this item requesting Board authorization to release a Request for Proposals for construction management services for the Central Bay Operations and Maintenance Facility project. He presented an extensive project overview and invited questions from the Board.

Director Donovan asked if the facility could be used to load passengers in an emergency scenario. Mr. Gougherty replied this was included in the project scope. Mr. Donovan also asked if solar panels would be used for the building. Mr. Gougherty replied yes insofar as they were economically feasible in the context of the project, and that other technologies such as grey water would also be considered.

Director Donovan asked if any site cleanup would be required. Mr. Gougherty responded the preliminary sampling indicated no contamination and that sediment testing would be required. Director Donovan asked who would be responsible for site cleanup if it was required. Director Bellows replied that typically it would be the federal government and that in his familiarity with the site there was no indication of contamination.

Public Comment

Russ Barnes of Weston Solutions Inc. asked if WETA anticipated issuing multiple construction contracts in the same fashion as the Vallejo project and also what the overall budget for the project was.

Mr. Gougherty replied that part of the intent of bringing in a construction management firm at this stage was that they would be able to assist in making that determination. He added that the anticipated construction budget was \$25 to \$30 million.

Vice Chair Intintoli referred to the DBE item which listed \$2.2 million for the Central Bay Maintenance Facility and asked for confirmation that this represented the amount of federal dollars budgeted for the project. Ms. Gularte said that this was correct.

Vice Chair Intintoli made a motion to approve the item. Director Bellows seconded the motion and the item carried unanimously.

11. RECESS INTO CLOSED SESSION AND REPORT ON CLOSED SESSION

Chair Johnson called the meeting into closed session at 1:56 p.m. Upon reopening of the meeting at 2:58 p.m. she reported that action had been taken but not subject to disclosure.

12. ADJOURNMENT

All business having concluded, the meeting was adjourned at 3:00 p.m.

Respectfully Submitted,

Board Secretary
