

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF FINANCE COMMITTEE MEETING /
COMMITTEE OF THE WHOLE
MARCH 3, 2021**

Committee Members Present: J. Powell (Committee Chair), J. Gee, R. Guilbault

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: M. Fraser, C. Groom, R. Medina, D. Pine, P. Ratto, C. Stone

Other Board Members Absent: None

Staff Present: J. Hartnett, C. Mau, J. Cassman, D. Olmeda, A. Chan, J. Brook, D. Seamans

1. CALL TO ORDER

Committee Chair Josh Powell called the meeting to order at 2:49 pm.

2. APPROVAL OF MINUTES OF COMMITTEE MEETING OF FEBRUARY 3, 2021

3. AWARD OF CONTRACT FOR ON-CALL GENERAL ENGINEERING CONSULTANT DESIGN SERVICES

Kevin Yin, Director, Contracts and Procurement, provided the staff report.

Committee Member Jeff Gee asked if they had done any post-interviews with the other firms that attended the pre-proposal conference. Mr. Yin said that they had reached out to some of the firms and had gotten some feedback about compensation terms or the scope being too broad.

Derek Hansel, Chief Financial Officer, said proposers are less likely to want to compete with a competent incumbent.

Director Carole Groom said she was pleased that the company was local, from South San Francisco.

4. AUTHORIZE AMENDMENTS TO CONTRACTS FOR ON-CALL PROGRAM MANAGEMENT OVERSIGHT SERVICES TO INCREASE MAXIMUM AGGREGATE AMOUNT BY \$465,000

Mr. Yin provided the staff report.

5. PROGRAMMING OF FEDERAL TRANSIT ADMINISTRATION FORMULA FUNDS FOR FISCAL YEAR 2021

Peter Skinner, Director of Grants and Fund Management, provided the staff report.

The Board approved Items #2 through #5 together in one motion.

Motion/Second: Stone/Guilbault

Ayes: Fraser, Gee, Groom, Guilbault, Medina, Pine, Powell, Ratto, Stone

Noes: None

Absent: None

6. ADJOURN

The meeting adjourned at 3:03 pm.

An audio/video recording of this meeting is available online at www.samtrans.com. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.