



San Francisco
County Transportation
Authority

SAN FRANCISCO PENINSULA RAIL PROGRAM EXECUTIVE STEERING COMMITTEE MEETING

MINUTES

Friday, October 20, 2023

TJPA Office
425 Mission Street, Suite 250
San Francisco, CA

9:30 a.m. to 10:30 a.m.

EXECUTIVE STEERING COMMITTEE

Peninsula Corridor Joint Powers Board/Caltrain, Michelle Bouchard (Chair)
San Francisco County Transportation Authority, Tilly Chang (Vice Chair)
California High Speed Rail Authority, Boris Lipkin
City and County of San Francisco, Alex Sweet
Metropolitan Transportation Commission, Alix Bockelman
Transbay Joint Powers Authority, Adam Van de Water

PUBLIC PARTICIPATION

This meeting will be held in person at the location listed above. Members of the public may attend the meeting to observe and provide public comment at the physical location listed above or may watch live online using the link below:

<https://transbaycenter.webex.com/transbaycenter/j.php?MTID=m7bb40a05b0d57eda4539f0aac35f073b>

PUBLIC COMMENT CALL-IN: 1-855-282-6330

Access Code: 2555 187 6241 # #

When the item is called, dial *3 to be added to the speaker line. When prompted, callers will have two minutes to provide comment unless otherwise noted by the Chair. Please speak clearly, ensure you are in a quiet location, and turn off any TVs or computers around you.

AGENDA

1. Call to Order

Vice Chair Chang called the meeting to order at 9:31 a.m.

2. Roll Call

Secretary Larrick noted that Chair Bouchard was absent, Vice Chair Chang would preside over the meeting, and that Dahlia Chazan would be sitting in as alternate for Chair Bouchard.

Members Present: Alix Bockelman, Dahlia Chazan, Boris Lipkin, Alex Sweet, Adam Van de Water, Tilly Chang

Members Absent: Michelle Bouchard

3. Communications

Secretary Larrick provided instructions on the Public Call-in/Comment process.

- Chair's Report

Vice Chair Chang presented the report.

There was no member of the public wishing to comment.

4. Action Item:

Approval of Special Meeting Minutes: September 22, 2023

Approval of Special Meeting Minutes: October 2, 2023

There was no member of the public wishing to comment. A motion to approve the minutes was made by Member Van de Water and seconded by Member Chazan. A unanimous voice vote approved the motion.

5. Action Item:

Consider Integrated Program Management Team (IPMT) recommendations regarding modifications to Project Delivery Strategy for select project elements

Project Director Alfonso Rodriguez presented the item. Prior to the presentation, Secretary Larrick stated that a public comment email was received and forwarded in the morning before the meeting.

Member Bockelman, asked regarding the design-build for the 4th and Townsend Street Station, how aesthetic risks are mitigated by separating the contracts. Mr. Rodriguez responded that the 4th and Townsend and the Salesforce Transit Center stations are different. He detailed that the Salesforce Transit Center trainbox has already been built and the

architectural aesthetics for the Center are established. He explained that under a Construction Manager/General Contractor (CMGC) delivery approach, the TJPA would retain the designer directly, and thus would have more control over the station's design, and by contrast, the 4th and Townsend Street Station has a different purpose; it sits next to Caltrain's existing facilities and the look and feel of the station needs to align with the operators' (Caltrain and California High-Speed Rail Authority) services. He stated that with additional design criteria and oversight by the future integrated project delivery team, the team should be able to mitigate that aesthetic risk of having the progressive design-builder's architect advance and complete the design of the 4th and Townsend Street Station.

Member Van de Water asked Mr. Rodriguez to elaborate on the IPMT's discussions. Mr. Rodriguez deferred the question to Program Manager Stephen Polechronis who confirmed that the discussions took place over several meetings and were robust. He stated that the IPMT achieved consensus, and as an example, he mentioned that IPMT members considered rail operator approvals for the station design as well as the 4th and King Yard and that those approvals should be built into the contracts.

Vice Chair Chang asked about the recommendation to defer the decision on the contract delivery agency (recommendation 2b on slide 3) and when staff would be returning to the ESC with a recommendation. Mr. Rodriguez referred to the ongoing development of the TJPA-Caltrain Master Cooperative Agreement in his response and stated that the best way to manage the risk of construction and construction packaging, specifically, work for the two 4th and King Yard Preparation packages, is still being discussed. He clarified that the team is progressing a study with Caltrain, which will be vetted with the IPMT and presented to the TJPA Board.

Vice Chair Chang asked about laydown areas outside of Caltrain's right-of-way. Mr. Rodriguez responded that at the recommendation of the IPMT, staff has started looking at existing TJPA-managed properties, such as the area under the bus ramp, and noted that the TJPA wants to avoid real estate acquisition and demolition for the sole purpose of laydown.

Member Lipkin asked why the 4th and Townsend Street Station fit-out is included in the progressive design-build contract and not a standalone contract. He expressed concern that station fit-out would be an "afterthought," given that a large civil and tunnel contractor, whose expertise is in heavy civil and tunnel work, would be hiring an architectural subcontractor. Mr. Polechronis reminded members that this is a progressive design-build—not a design-build contract, and as such, the contractor will be given at least two notices-to-proceed, which means that the project team will have considerable control over the design and the architectural treatment. He detailed that once the design is agreed on, construction costs will be negotiated in an open-book format. Mr. Polechronis added that interface management was an important consideration in the decision not to issue a separate contract for the fit-out. He clarified that the work of multiple contracts will overlap, and given the limited laydown area, having two rather than three contractors will minimize the chances of contractors interfering in each other's work. Mr. Rodriguez added that the advantage of the integrated project delivery team is that the operator, the designer, and the progressive design-builder's engineer will be working together.

Public Comments

Roland Lebrun recommended considering satellite areas for laydown and mentioned Seventh Street between 16th and Townsend streets, the area around 23rd Street, and the area around Cesar Chavez. He said the station fit-out should not be the responsibility of the general engineering contractor and changes to the Caltrain yard need to be focused on Prologis.

The motion to approve item 5 was made by Member Van de Water and seconded by Member Sweet. A unanimous voice vote approved the motion.

6. Informational Item:

Status Report on development of Successor San Francisco Peninsula Rail Program Memorandum of Understanding (MOU)

San Francisco County Transportation Authority Rail Program Manager Jesse Koehler and Metropolitan Transportation Commission (MTC) Assistant Director Stephen Wolf jointly presented the item.

Member Lipkin proposed the November ESC meeting as the target for framing the actual conditions, with adoption slated for December. If in December members do not reach consensus, the ESC can move to option 2 by the end of the year. Vice Chair Chang suggested that the Executive Working Group (EWG) management procedures be developed for review in November.

Member Van de Water agreed and added that assuming the Federal Transit Administration (FTA) responds favorably in December and that Stage Gate 1 is unlocked, staff would release the Civil and Tunnel Request for Proposals in early 2024 and have a contractor on board by fall 2024.

Member Chazen asked whether the ESC's decision needs to go to the Board as a discussion item in December. Member Van de Water stated that the Board has adopted the blueprint but that details on the formation of the committee have not yet been brought to them. Member Lipkin said that one presentation with the ESC's recommendation to the Board in December makes sense. Vice Chair Chang requested that staff take the lead on drafting procedures for the EWG, Change Control Board (CCB), and Integrated Management Team (IMT) for the IPMT's review to accelerate the process.

Public Comment

Roland Lebrun said that the only viable option is number 2 and recommended establishing a stage gate for the path to the successor MOU. He noted that a new program management contract is soon to be awarded and should be factored into the process.

7. Public Comment

Roland Lebrun congratulated staff on the TJPA's new website. He alluded to a South Bay project "predicament" and said that The Portal project has the opportunity to move to second position in MTC's Major Project Advancement Policy. He stated that a few months before he

had suggested TJPA invite President Biden to tour the trainbox during the Asia-Pacific Economic Cooperation event in November, but now he realized it was a bad suggestion because it would necessitate closing the Transit Center for security reasons.

8. Discussion Item:
ESC Agenda items for upcoming meetings.

Secretary Larrick noted that the November ESC meeting will be held during the upcoming Asia-Pacific Economic Cooperation event and that some streets and subway lines would be closed. Members decided to discuss offline whether to find a different venue or keep the TJPA offices to hold the meeting on November 17, 2023.

None.

9. Adjourn
Chair Bouchard adjourned the meeting at 10:51 a.m.

DRAFT

ACCESSIBLE MEETING POLICY

The Ethics Commission of the City and County of San Francisco has asked us to remind individuals that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (Campaign and Gov't Conduct Code, Article II, Chapter 1, § 2.100, et seq.) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3124 and website: www.sfethics.org.