

Date Issued: February 28, 2020



SUMMARY OF ACTIONS
BOARD OF DIRECTORS MEETING OF FEBRUARY 28, 2020

Resolution No. 2020-004 (February 27, 2020 meeting of the Finance-Auditing Committee)

Ratifies actions taken by the Auditor-Controller, as follows:

- (1) Ratifies Commitments and/or Expenditures;
- (2) Ratifies previous investments;
- (3) Authorizes investments; and,
- (4) Accepts the “Investment Report” for January 2020.

Resolution No. 2020-005 (February 27, 2020 meeting of the Building and Operating Committee)

Authorizes execution of Professional Services Agreement No. 2019-B-056, *Golden Gate Bridge Strong Motion Instrumentation Program*, with the State of California, Division of Mines and Geology, with a revised amount of \$391,872.00, as detailed in the staff report.

Resolution No. 2020-006 (February 27, 2020 meeting of the Building and Operating Committee)

Authorizes the General Manager to execute Amendment No. 1 to Contract No. 2018-FT-058, *Engineering and Detailed Design Services for the Refurbishment of the M.S. Sonoma Ferry*, with BMT Designers & Planners, Alexandria, VA, in the of amount \$200,126, as detailed in the staff report.

Resolution No. 2020-007 (February 27, 2020 meeting of the Finance-Auditing Committee)

Approves actions, as detailed in the staff report, relative to the Low Carbon Transit Operations Program to authorize the General Manager or his designee to execute and submit related certifications and assurances and agreements on behalf of the District; and, approves submission of a grant application for the new vessel acquisition project in FY 19/20.

Resolution No. 2020-008 (February 27, 2020 meeting of the Finance-Auditing Committee)

Approves renewal of the annual delegation of investment management authority to the Auditor-Controller for FY 20/21 as per RULE XI, **INVESTMENT POLICY**, Section E, **Delegation of Authority**, of the *Rules of the Board*, as provided for in California Government Code §53607, and as detailed in the staff report.

Resolution No. 2020-009 (February 27, 2020 meeting of the Finance-Auditing Committee)

Approves renewal of the Marine Insurance Program, as detailed in the staff report, relative to the District’s Protection and Indemnity exposures, Vessel Pollution exposures, Hull and Machinery exposure, Marine General Liability exposures, as well as Terminal Operators Liability, Wharfinger’s Liability, and Sudden & Accidental Pollution Liability.

**Summary of Actions of the Board of Directors
Meeting of February 28, 2020/Page 2**

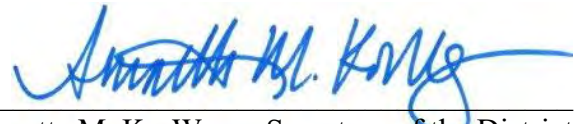
Resolution No. 2020-010 (February 28, 2020 meeting of the Rules, Policy and Industrial Relations Committee)

Approves the new Equal Employment Opportunity Program/Affirmative Action Plan (Four-Year Plan) for the period of July 1, 2019 through June 30, 2023; and, authorizes submittal of the Four-Year Plan to the Federal Transportation Administration (FTA), by March 1, 2020, as detailed in the staff report.

Resolution No. 2020-011 (February 28, 2020 meeting of the Rules, Policy and Industrial Relations Committee)

Approves changes, as detailed in the staff report, relative to the Procurement Department's Table of Organization by eliminating one Office Specialist position and one Procurement Analyst position and adding two Assistant Procurement Specialist positions.

AMK:EIE:plw



Amorette M. Ko-Wong, Secretary of the District

GOLDEN GATE BRIDGE, HIGHWAY AND TRANSPORTATION DISTRICT

RESOLUTION NO. 2020-004

**RATIFY PREVIOUS ACTIONS BY THE AUDITOR-CONTROLLER AND ACCEPT
THE INVESTMENT REPORTS FOR JANUARY 2020
AS PREPARED BY PUBLIC FINANCIAL MANAGEMENT**

February 28, 2020

WHEREAS, the Auditor-Controller and the Finance-Auditing Committee, at its meeting of February 27, 2020, has so recommended; now, therefore, be it

RESOLVED that the Board of Directors (Board) of the Golden Gate Bridge, Highway and Transportation District hereby ratifies commitments and/or expenditures totaling \$19,581.00 during the period of January 1, 2020 through January 31, 2020; and be it further

RESOLVED that the Board hereby ratifies investments made during the period January 14, 2020, through February 18, 2020, as further detailed in the staff report; and be it further

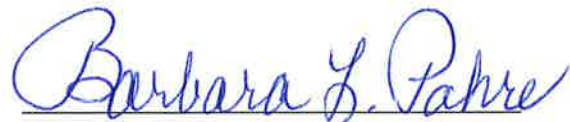
RESOLVED that the Board hereby authorizes the reinvestment, within the established policy of the Board, of any investments maturing between February 18, 2020, and March 17, 2020, as well as the investment of all other funds not required to cover expenditures, which may become available; and, be it further

RESOLVED that the Board hereby accepts the Investment Report for January 2020, as prepared by Public Financial Management and included in the staff report.

ADOPTED this 27th day of February 2020, by the following vote of the Board of Directors:

- AYES (15):** Directors Arnold, Fewer, Fredericks, Garbarino, Grosboll, Hernández, Hill, Mastin, Moylan, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault, President Pahre.
- NOES (0):** None.
- ABSENT (2):** Directors Belforte and Rabbitt.

[Note: On this date, there were two vacancies on the Board of Directors.]



Barbara L. Pahre
President, Board of Directors

ATTEST:


Amorette M. Ko-Wong
Secretary of the District

Reference:

February 27, 2020, Finance-Auditing Committee, Agenda Item No. (3)
<https://www.goldengate.org/assets/1/25/2020-0227-financecomm-no3-ratofaction.pdf?4984>

GOLDEN GATE BRIDGE, HIGHWAY AND TRANSPORTATION DISTRICT

RESOLUTION NO. 2020-005

AUTHORIZE EXECUTION OF PROFESSIONAL SERVICES AGREEMENT NO. 2019-B-056, GOLDEN GATE BRIDGE STRONG MOTION INSTRUMENTATION PROGRAM, WITH THE STATE OF CALIFORNIA, DIVISION OF MINES AND GEOLOGY, WITH A REVISED AMOUNT

February 28, 2020

WHEREAS, the State of California, Division of Mines and Geology, Strong Motion Instrumentation Program (SMIP), manages a network of seismic instrumentation systems on all toll bridges in the Bay Area and throughout the State and SMIP personnel have specialized training and equipment to operate and maintain this network and to interpret earthquake data;

WHEREAS, SMIP is the only entity in the State that can provide these services;

WHEREAS, with SMIP assistance, the Golden Gate Bridge, Highway and Transportation District (District) procured and installed a seismic instrumentation system on the Golden Gate Bridge, completing the work in July 1995;

WHEREAS, the instrumentation is now outdated and in need of replacement in order to enable faster transmission of data;

WHEREAS, on October 25, 2019, by Resolution No. 2019-074, the Board of Directors, (Board) authorized execution of Professional Services Agreement (PSA) No. 2019-B-056, *Golden Gate Bridge Strong Motion Instrumentation Program*, with the State of California, Division of Mines and Geology (SMIP), in an amount not to exceed \$357,421, and authorized a contingency in the amount of \$35,742, 10% of the Agreement amount;

WHEREAS, the previously authorized PSA No. 2019-B-056 was based on SMIP's cost proposal of \$282,278 for the replacement of the seismic instrumentation equipment and \$75,143 for three years of maintenance services consisting of monitoring, testing and minor repairs of the instrumentation system;

WHEREAS, subsequent to the October 2019 Board authorization, SMIP informed staff the cost proposal did not include the State of California Department of Conservation overhead and administrative costs associated with the specified services;

WHEREAS, the inclusion of the SMIP overhead and administrative costs results in a \$34,451 increase to the cost of replacement of the instrumentation system resulting in the total cost of the replacement of \$316,729;

WHEREAS, Engineering Department staff has reviewed and discussed the updated cost estimates with SMIP and determined that the costs are fair and reasonable for the equipment and work being performed;

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BOARD OF DIRECTORS MEETING OF FEBRUARY 28, 2020
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WHEREAS, the Building and Operating Committee at its meeting of February 27, 2020, has so recommended; now, therefore, be it

RESOLVED that the Board of Directors (Board) hereby authorizes execution of Professional Services Agreement (PSA) No. 2019-B-056, *Golden Gate Bridge Strong Motion Instrumentation Program*, with the State of California, Division of Mines and Geology, with a revised not to exceed total amount of \$391,872 as presented in the staff report, with the understanding that sufficient funds are budgeted in the FY 19/20 Bridge Division Operating Budget to finance this PSA cost.

ADOPTED this 28th day of February 2020, by the following vote of the Board of Directors:

AYES (15): Directors Arnold, Fewer, Fredericks, Garbarino, Grosboll, Hernández, Hill, Mastin, Moylan, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault, President Pahre.

NOES (0): None.

ABSENT (2): Directors Belforte and Rabbitt.

[Note: On this date, there were two vacancies on the Board of Directors.]



Barbara L. Pahre
President, Board of Directors

ATTEST:



Amorette M. Ko-Wong
Secretary of the District

Reference:

February 27, 2020, Building and Operating Committee, Agenda Item No. 3
<https://www.goldengate.org/assets/1/25/2020-0227-bocomm-no3-appractpsaggbsmi-stateofca.pdf?4979>

GOLDEN GATE BRIDGE, HIGHWAY AND TRANSPORTATION DISTRICT

RESOLUTION NO. 2020-006

**AUTHORIZE EXECUTION OF AMENDMENT NO. 1 TO
CONTRACT NO. 2018-FT-058, ENGINEERING AND DETAILED DESIGN SERVICES
FOR THE REFURBISHMENT OF THE M.S. SONOMA FERRY,
WITH BMT DESIGNERS & PLANNERS**

February 28, 2020

WHEREAS, on April 27, 2018, by Resolution No. 2018-031, the Golden Gate Bridge, Highway and Transportation District's (District) Board of Directors authorized award of Contract No. 2018-FT-058, *Engineering and Detailed Design Services for the Refurbishment of the M.S. Sonoma Ferry*, to BMT Designers & Planners (BMT) for a fixed price of \$1,088,116.54 for BMT's engineering and design services for this project, which included preparation of all necessary construction drawings and technical specifications, and construction management and engineering support during the shipyard period at an agreed to hourly rates for a total not to exceed amount of \$189,912.41;

WHEREAS, BMT has been overseeing the refurbishment work currently taking place at Nichols Brothers Boat Builders pursuant to Contract No. 2018-FT-109;

WHEREAS, the District has authorized a design change for ADA bathroom modifications in the amount of \$4,826 and a full set of *M.S. Sonoma* as-built drawings in the amount of \$195,300;

WHEREAS, the requested dollar amount of \$200,126 for Amendment No. 1 exceeds the General Manager's authority requiring Board action;

WHEREAS, the Building and Operating Committee/Committee of the Whole, at its meeting of February 27, 2020, has so recommended; now, therefore, be it

RESOLVED that the Board of Directors of the Golden Gate Bridge, Highway and Transportation District (Board) hereby authorizes the General Manager to execute Amendment No. 1 to Contract No. 2018-FT-058, *Engineering and Detailed Design Services for the Refurbishment of the M.S. Sonoma Ferry*, with BMT Designers & Planners, Alexandria, VA, in an amount not to exceed \$200,126, for the ADA bathroom modifications and development of as-built drawings once refurbishment of the vessel is complete and ADA compliant restroom design, with the understanding that sufficient funds are available in the FY 19/20 Ferry Division Capital Budget to finance this Amendment.

ADOPTED this 28th day of February 2020, by the following vote of the Board of Directors:

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BOARD OF DIRECTORS MEETING OF FEBRUARY 28, 2020
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AYES (15): Directors Arnold, Fewer, Fredericks, Garbarino, Grosboll, Hernández, Hill, Mastin, Moylan, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault, President Pahre.


NOES (0): None.

ABSENT (2): Directors Belforte and Rabbitt.

[Note: On this date, there were two vacancies on the Board of Directors.]


Barbara L. Pahre
President, Board of Directors

ATTEST:



Amorette M. Ko-Wong
Secretary of the District

Reference:

February 27, 2020, Building and Operating Committee, Agenda Item No. 4
<https://www.goldengate.org/assets/1/25/2020-0227-bocomm-no4-apprexcamendmssonomabmt.pdf?4980>

GOLDEN GATE BRIDGE, HIGHWAY AND TRANSPORTATION DISTRICT

RESOLUTION NO. 2020-007

**AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECT: NEW VESSEL ACQUISITION, \$1,791,020**

February 28, 2020

WHEREAS, the Golden Gate Bridge, Highway & Transportation District (District) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects;

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations;

WHEREAS, Senate Bill 862 (2014) named the California Department of Transportation (Department) as the administrative agency for the LCTOP;

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies);

WHEREAS, the District wishes to delegate authorization to execute required LCTOP program documents and any amendments thereto to Denis J. Mulligan, General Manager;

WHEREAS, the District wishes to implement the following LCTOP project(s) as further described herein; now, therefore, be it

RESOLVED by the Board of Directors of the Golden Gate Bridge, Highway & Transportation District that the District agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects; and be it further

RESOLVED that Denis J. Mulligan, General Manager, or his designee, be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation; and be it further

RESOLVED by the Board of Directors of the Golden Gate Bridge, Highway & Transportation District that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY19-2020 LCTOP funds:

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BOARD OF DIRECTORS MEETING OF FEBRUARY 28, 2020
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Project Name: New Vessel Acquisition

Amount of LCTOP funds requested: \$1,791,020 (revenue-based funds only)

Description of Project: This project will involve the purchase of a new, high-speed, 500-passenger ferry vessel to add to the current Golden Gate Ferry (GGF) seven-vessel fleet. Purchase of this vessel will accommodate the need created by newly expanded GGF service between Larkspur, Sausalito, Tiburon and the San Francisco Ferry Terminal.

Benefit to a Priority Populations: The expanded GGF service connects to Golden Gate Transit (GGT) bus routes serving three San Francisco Disadvantaged Communities (DACs), bringing new riders to transit and creating greater multi-modal connectivity for transit riders. Greenhouse Gas emissions will be reduced throughout the service area due to the decrease in vehicle trips. Primary Disadvantaged Community: South of Market Census Tract 6075017801. Secondary Disadvantaged Community: Tenderloin: 6075012502.

Contributing Sponsor: Metropolitan Transportation Commission

ADOPTED this 28th day of February 2020 by the following vote of the Board of Directors:

AYES (15): Directors Arnold, Fewer, Fredericks, Garbarino, Grosboll, Hernández, Hill, Mastin, Moylan, Sears, Sobel, and Yee; Second Vice President Cochran; First Vice President Theriault; President Pahre.

NOES (0): None.

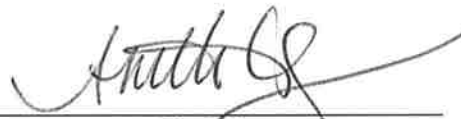
ABSENT (2): Directors Belforte and Rabbitt.

[Note: On this date, there were two vacancies on the Board of Directors.]



Barbara L. Pahre
President, Board of Directors

ATTEST:


Amorette M. Ko-Wong
Secretary of the District

Reference:

February 28, 2020, Finance-Auditing Committee, Agenda Item No. (5a)
<https://www.goldengate.org/assets/1/25/2020-0123-financecomm-no3-ratofaction.pdf?4888>

GOLDEN GATE BRIDGE, HIGHWAY AND TRANSPORTATION DISTRICT

RESOLUTION NO. 2020-008

**RENEW ANNUAL DELEGATION OF INVESTMENT MANAGEMENT
AUTHORITY TO THE AUDITOR-CONTROLLER AS PER RULE XI,
INVESTMENT POLICY, OF THE RULES OF THE BOARD**

February 28, 2020

WHEREAS, Section 27144, Chapter 8, Part 3, Division 16, of the California Streets and Highways Code, and the Golden Gate Bridge, Highway and Transportation District (District) Resolution No. 20, dated April 10, 1929, as amended, is the legal authority under which the Board of Directors (Board) shall publish rules to govern its proceedings;

WHEREAS, such rules are known as the *Rules of the Board of Directors of the Golden Gate Bridge, Highway, and Transportation District (Rules of the Board)* and such rules are designed solely to facilitate the handling by the Board of its own affairs;

WHEREAS, Section 53607, Chapter 4, Part 1, Division 2, of the California Government Code (Section 53607) provides that the authority of a legislative body of a local agency to invest or to reinvest funds, or to sell or exchange securities so purchased, may be delegated for a one-year period by the legislative body to the treasurer for the local agency;

WHEREAS, Section 53607 permits the treasurer to thereafter assume full responsibility for those transactions until the delegation of authority is revoked by the legislative body or expires;

WHEREAS, Section 53607 requires the treasurer to make a monthly report of those transactions to the legislative body;

WHEREAS, Section 53607 permits the legislative body to, at its discretion, renew the delegation of authority each year;

WHEREAS, the District is a “local agency” under Section 53600, Chapter 4, Part 1, Division 2, of the California Government Code (Section 53600), and the Board is a “legislative body” and the Auditor-Controller is a “treasurer” under Section 53600 *et seq.*;

WHEREAS, at its meeting of February 27, 2020, the Finance-Auditing Committee was advised that there has been no change to the California Government Code provisions on investments that would impact the Investment Policy, which was amended by the Board in February 2018;

WHEREAS, Rule XI, Section E of the *Rules of the Board*, which permits the Board to delegate, for a one-year period, the management and oversight responsibility for the District’s

RESOLUTION NO. 2020-008
BOARD OF DIRECTORS MEETING OF FEBRUARY 28, 2020
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investment program to its Auditor-Controller, is identical to the requirements of Section 53607 and Section 53600 *et seq.*, in both substance and operation; and,

WHEREAS, the Finance-Auditing Committee, at its meeting of February 27, 2020, has so recommended; now, therefore, be it

RESOLVED that the Board of Directors of the Golden Gate Bridge, Highway and Transportation District hereby renews the annual delegation of investment management authority to the Auditor-Controller for FY 20/21 as per Rule XI, **INVESTMENT POLICY**, under **Section E., Delegation of Authority**, of the *Rules of the Board*, and as provided for in California Government Code Section 53607.

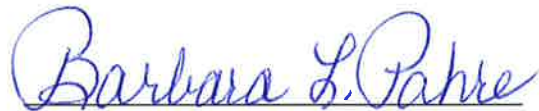
ADOPTED this 28th day of February 2020, by the following vote of the Board of Directors:

AYES (15): Directors Arnold, Fewer, Fredericks, Garbarino, Grosboll, Hernández, Hill, Mastin, Moylan, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault, President Pahre.

NOES (0): None.


ABSENT (2): Directors Belforte and Rabbitt.

[Note: On this date, there were two vacancies on the Board of Directors.]



Barbara L. Pahre
President, Board of Directors

ATTEST:


Amorette M. Ko-Wong
Secretary of the District

Reference:

February 27, 2020, Finance-Auditing Committee, Agenda Item No. 6
<https://www.goldengate.org/assets/1/25/2020-0227-financecomm-no6-renewandelegipsxi.pdf?4986>

GOLDEN GATE BRIDGE, HIGHWAY AND TRANSPORTATION DISTRICT

RESOLUTION NO. 2020-009

APPROVE RENEWAL OF MARINE INSURANCE PROGRAM

February 28, 2020

WHEREAS, the District's Marine Insurance Program, which renews on February 28, 2020, covers the Protection and Indemnity exposures, the Vessel Pollution exposures, Hull and Machinery exposure, Marine General Liability exposures, as well as Terminal Operators Liability, Wharfinger's Liability, and Sudden & Accidental Pollution Liability;

WHEREAS, Alliant Insurance Services, the District's marine insurance broker, marketed the District's marine renewal needs to the world market;

WHEREAS, the total cost for renewal of the 2020 Marine Insurance Program, including the addition of terrorism insurance, based upon the recommended quotes detailed in the staff report, is \$934,455.88, a 37% increase;

WHEREAS, the Finance-Auditing Committee, at its meeting of February 27, 2020, has so recommended; now, therefore, be it

RESOLVED that the Board of Directors (Board) of the Golden Gate Bridge, Highway and Transportation District hereby approves renewal of the Golden Gate Bridge, Highway and Transportation District's (District) Marine Insurance Program, effective February 28, 2020, with a renewal package totaling \$934,455.88, as follows:

1. Ratifies the action of the General Manager to renew the Protection and Indemnity Liability Insurance Program and the Vessel Pollution excess coverage from \$5 million up to \$1 billion, with Steamship Mutual Club for a one-year term, at an annual premium of \$503,500;
2. Renews the Vessel Pollution Liability Insurance Program with Great American OPA/CERCLA up to \$5 million coverage no deductibles one year term for an annual premium of \$7,534;
3. Renews the Hull and Machinery Insurance Program with Starr Indemnity/Sompo/Liberty for Agreed Amount coverage for each of the vessels with \$200,000 deductible for a one-year term, for an annual premium of \$245,000; and,
4. Renews the Marine General Liability Insurance Program with Liberty Mutual at an annual premium of \$178,421.88,

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BOARD OF DIRECTORS MEETING OF FEBRUARY 28, 2020
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with the understanding, those requisite funds in the amount of \$934,455.88 are available in the FY 19/20 Ferry Division Operating Budget and that requisite funds will be budgeted in the FY 20/21 Ferry Division Operating Budget.

ADOPTED this 28th day of February 2020, by the following vote of the Board of Directors:

AYES (15): Directors Arnold, Fewer, Fredericks, Garbarino, Grosboll, Hernández, Hill, Mastin, Moylan, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault, President Pahre.

NOES (0): None.

ABSENT (2): Directors Belforte and Rabbitt.

[Note: On this date, there were two vacancies on the Board of Directors.]



Barbara L. Pahre
President, Board of Directors

ATTEST:



Amorette M. Ko-Wong
Secretary of the District

Reference:

February 27, 2020, Finance-Auditing Committee, Agenda Item No. 7
<https://www.goldengate.org/assets/1/25/2020-0227-financecomm-no7-apprenewmarineinsprogram-rev.pdf?5009>

GOLDEN GATE BRIDGE, HIGHWAY AND TRANSPORTATION DISTRICT

RESOLUTION NO. 2020-010

**APPROVE IMPLEMENTATION OF THE FOUR-YEAR
EQUAL EMPLOYMENT OPPORTUNITY PROGRAM/
AFFIRMATIVE ACTION PLAN 2019-2023**

February 28, 2020

WHEREAS, in accordance with the requirements set forth in Federal Transit Administration (FTA) Circular 4704.1, "Equal Employment Opportunity Program Guidelines for Grant Recipients" which was updated October 31, 2016 and revised April 20, 2017, the Golden Gate Bridge, Highway and Transportation District (District) is required to submit an Equal Employment Opportunity Program (EEO)/Affirmative Action Plan (AAP) to the FTA every four years for review and approval;

WHEREAS, the FTA set a new EEO Program submission schedule requiring that the District's EEO Program be submitted March 1, 2020 and every four years thereafter for review and approval;

WHEREAS, in compliance with this reporting requirement, the EEO Compliance Programs Office reviewed and updated the EEO/AAP to incorporate the latest requirements from the FTA;

WHEREAS, the new EEO/AAP covers the four-year timeframe of July 1, 2019 through June 30, 2023; and,

WHEREAS, the Rules, Policy and Industrial Relations Committee, at its meeting of February 28, 2020, has so recommended; now, therefore, be it

RESOLVED that the Board of Directors of the Golden Gate Bridge, Highway and Transportation District hereby approves the new Equal Employment Opportunity Program/Affirmative Action Plan (EEO/AAP) for the period of July 1, 2019 through June 30, 2023 (four year plan), and authorize submittal of the EEO/AAP to the FTA by March 1, 2020.

ADOPTED this 28th day of February 2020, by the following vote of the Board of Directors:

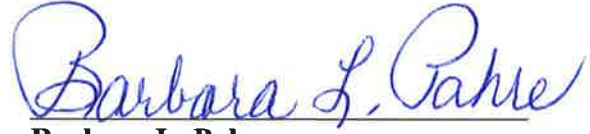
AYES (15): Directors Arnold, Fewer, Fredericks, Garbarino, Grosboll, Hernández, Hill, Mastin, Moylan, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault, President Pahre.

NOES (0): None.

ABSENT (2): Directors Belforte and Rabbitt.

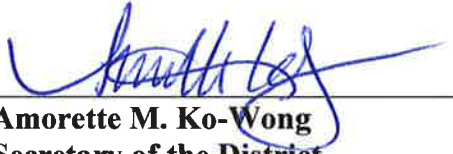
[Note: On this date, there were two vacancies on the Board of Directors.]

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BOARD OF DIRECTORS MEETING FEBRUARY 28, 2020
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Barbara L. Pahre
President, Board of Directors

ATTEST:


Amorette M. Ko-Wong
Secretary of the District

Reference:

February 28, 2020, Rules, Policy and Industrial Relations Committee, Agenda Item No. 3
<https://www.goldengate.org/assets/1/25/2020-0228-rulescomm-no3-apprveeoprog19-23.pdf?4994>

GOLDEN GATE BRIDGE, HIGHWAY AND TRANSPORTATION DISTRICT

RESOLUTION NO. 2020-011

**APPROVE ACTIONS RELATIVE TO THE TABLE OF ORGANIZATION
IN THE PROCUREMENT DEPARTMENT**

February 28, 2020

WHEREAS, in order to provide needed services District-wide and to meet a significant increase in demand, staff recommends the elimination of one vacant Office Specialist position and one vacant Procurement Analyst position, and the addition of two Assistant Procurement Specialist positions to assist with the ever-increasing contract workload;

WHEREAS, the first Assistant Procurement Specialist position recommended will have duties associated with electronic vendor records management; assistance in the administration of the District's Purchasing Card (pCard) and fleet programs; monitoring and analyzing vendor performance management; and assist in the administration of the Department's website;

WHEREAS, the second Assistant Procurement Specialist position recommended will support the contracts function in areas such as coordination of legal advertisements and solicitation notices; preparation of necessary procurement documents for task orders and contract renewals; and management of department records and electronic files and databases;

WHEREAS, the Rules, Policy and Industrial Relations Committee, at its meeting of February 28, 2020, has so recommended; now, therefore, be it

RESOLVED that the Board of Directors of the Golden Gate Bridge, Highway and Transportation District hereby approves the following actions relative to the Procurement Department's Table of Organization:

1. Eliminates one vacant Office Specialist position at an annual salary savings of \$63,169.60 to \$76,336.00 not including benefits;
2. Eliminates one vacant Procurement Analyst position at an annual salary savings of \$86,153.60 to \$104,124.80 not including benefits; and,
3. Adds two Assistant Procurement Specialist positions at an annual salary range of \$71,801.60 to \$86,715.20 each, not including benefits.

ADOPTED this 28th day of February 2020, by the following vote of the Board of Directors:

AYES (15): Directors Arnold, Fewer, Fredericks, Garbarino, Grosboll, Hernández, Hill, Mastin, Moylan, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault, President Pahre.

NOES (0): None.

ABSENT (2): Directors Belforte and Rabbitt.

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[Note: On this date, there were two vacancies on the Board of Directors.]


Barbara L. Pahre
President, Board of Directors

ATTEST: 
Amorette M. Ko-Wong
Secretary of the District

Reference:

February 28, 2020, Rules, Policy & Industrial Relations Committee, Agenda Item No. 5
<https://www.goldengate.org/assets/1/25/2020-0228-rulescomm-no5-apptractableoforgprocurementdept.pdf?4996>