

**San Mateo County Transit District (District)  
1250 San Carlos Avenue, San Carlos, California**

**Minutes of Finance Committee Meeting /  
Committee of the Whole**

**January 4, 2023**

Committee Members Present: M. Fraser (Committee Chair) (joined at 4:21 pm), R. Guilbault

Committee Members Absent: J. Gee

Other Board Members Present Constituting Committee of the Whole: D. Canepa, M. Chuang, R. Medina, R. Mueller, J. Powell, P. Ratto,

Other Board Members Absent: None

Staff Present: A. Chan, J. Cassman, S. van Hoften, J. Brook, D. Seamans

**10.c.1. Call to Order**

Chair Rico Medina led the committee in the absence of Committee Chair Marina Fraser and called the meeting to order at 4:16 pm.

**10.c.2. Approval of Minutes of the Finance Committee Meeting of December 7, 2022**

Motion/Second: Chuang/Medina

Ayes: Canepa, Chuang, Guilbault, Medina, Mueller, Powell, Ratto

Noes: None

Absent: Fraser, Gee

**10.c.3. Authorize an Open Market Procurement of Switchgear for the SamTrans South Base Switchgear Replacement Project**

Kevin Yin, Director, Contracts and Procurement, provided the presentation on the background behind the request for an authorization to procure and negotiate in the open market.

Public Comment:

David Mauro asked if this was connected to the switchgear project, which Mr. Yin confirmed.

*Committee Chair Marina Fraser rejoined the meeting at 4:21 pm.*

Motion/Second: Chuang/Ratto

Ayes: Canepa, Chuang, Guilbault, Medina, Mueller, Powell, Ratto

Noes: None

Abstentions: Fraser

Absent: Gee

**10.c.4. Award of Contract for the South Base Switchgear Replacement Project and Delegation of Authority for Approval of the Project Design**

Mr. Yin provided the presentation outlining the background of the project and staff outreach efforts to various Bay Area builder exchanges.

Motion/Second: Guilbault/Ratto

Ayes: Canepa, Chuang, Fraser, Guilbault, Medina, Mueller, Powell, Ratto

Noes: None

Absent: Gee

**10.c.5. Authorize an Increase in the General Manager/CEO's Contract Contingency Authority for Contract Number 22-S-C-045 for the North Base Bus Maintenance Facility Charger Replacement Contract**

Liria Larano, Deputy Chief, Bus Fleet and Facilities, presented the staff report.

Motion/Second: Ratto/Fraser

Ayes: Canepa, Chuang, Fraser, Guilbault, Medina, Mueller, Powell, Ratto

Noes: None

Absent: Gee

**10.c.6. Authorize an Amendment to the Contract with the Center for Transportation and the Environment for Hydrogen Fuel Cell Electric Bus Feasibility Studies**

Ms. Larano presented the staff report outlining the timeline of the project.

Motion/Second: Ratto/Powell

Ayes: Canepa, Chuang, Fraser, Guilbault, Medina, Mueller, Powell, Ratto

Noes: None

Absent: Gee

**10.c.7. Award of Contract for Microtransit Services**

Millie Tolleson, Acting Director of Planning, introduced Kate Christopherson, Senior Planner, who provided the presentation. Mr. Yin provided a background on the contract.

Chair Josh Powell asked why the project was moving so quickly. Ms. Christopherson said they are getting staff ready and will be able to initiate service in June. Chair Powell asked if it was a pilot, and Ms. Christopherson said it was a full implementation.

Committee Chair Marina Fraser said the program would be of great benefit to Coastside residents.

Director Peter Ratto asked if the vehicles were fully ADA (Americans with Disabilities Act)-compliant. Ms. Christopherson said not all of them were, but there would be ADA-compliant vehicles would be available in each location.

Motion/Second: Fraser/Powell

Ayes: Canepa, Chuang, Fraser, Guilbault, Medina, Mueller, Powell, Ratto

Noes: None

Absent: Gee

### **10.c.8. Adjourn**

The meeting adjourned at 4:46 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to [board@samtrans.com](mailto:board@samtrans.com).