

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

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

October 9, 2024

Committee Members Present: M. Chuang (Chair), D. Canepa, J. Powell

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: B. Esser, M. Fraser, J. Gee, R. Medina, R. Mueller

Other Board Members Absent: P. Ratto

Staff Present: A. Chan, K. Jordan Steiner, S. van Hoften, D. Santoro, J. Brook, M. Tseng

9.b.1. Call to Order

Committee Chair Marie Chuang called the meeting to order at 3:20 pm.

9.b.2. Approval of Minutes of the Finance Committee Meeting of September 4, 2024

Motion/Second: Esser/Canepa

Ayes: Canepa, Chuang, Esser, Fraser, Gee, Medina, Powell

Noes: None

Absent: Mueller, Ratto

9.b.3. Awarding Contracts to CBRE, Inc. and Century Urban, LLC for On-call General Commercial Real Estate Brokerage Services for an Aggregate Not-to-exceed Amount of \$1,237,500 for a Five-year Base Term, with One Additional Five-year Option Term

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

Committee Chair Chuang inquired about the request for additional brokers. Mr. Yin stated the agency wanted to have three brokers, but only two brokers responded to the RFP (Request for Proposals). Director Chuang inquired if JPB and the TA were also sharing the contract with SamTrans. Mr. Yin stated all three agencies are sharing the same firms and each agency has their own contract. He noted that the \$1.2 million figure is only for SamTrans.

Motion/Second: Esser/Powell

Ayes: Canepa, Chuang, Esser, Fraser, Gee, Medina, Powell

Noes: None

Absent: Mueller, Ratto

9.b.4. Authorizing Purchase of Mobile Refueler for Hydrogen Fuel Cell Electric Buses from Plug Project Holding Co., LLC

Liria Larano, Deputy Chief, Bus Fleet and Facilities, provided the presentation which she also presented to the Sustainability Ad Hoc Committee in September. Ms. Larano stated the agency wants to purchase the mobile unit for the flexibility of being able to move the unit between bases. The Directors discussed topics including the lifespan of the refueler, any problems experienced, and fire protection. Ms. Larano stated staff determined it is best to perform refueling in the evening when the unit has cooled down.

Motion/Second: Canepa/Mueller

Ayes: Canepa, Chuang, Esser, Fraser, Gee, Medina, Mueller, Powell

Noes: None

Absent: Ratto

9.b.5. Adjourn

The meeting adjourned at 3:38 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 650-551-6108 or by email to board@samtrans.com.