

**SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT**  
300 Lakeside Drive, P. O. Box 12688, Oakland, CA 94604-2688

**AGENDAS FOR BOARD AND COMMITTEE MEETINGS**

January 25, 2007  
9:00 a.m.

A regular meeting of the Board of Directors and regular meetings of the Standing Committees will be held on Thursday, January 25, 2007, commencing at 9:00 a.m. All meetings will be held in the BART Board Room, Kaiser Center 20<sup>th</sup> Street Mall – Third Floor, 344 – 20<sup>th</sup> Street, Oakland, California.

Members of the public may address the Board of Directors and Standing Committees regarding any matter on these agendas. Please complete a "Request to Address the Board" form (available at the entrance to the Board Room) and hand it to the Secretary before the item is considered by the Board. If you wish to discuss a matter that is not on the agenda during a regular meeting, you may do so under General Discussion and Public Comment.

Any action requiring more than a majority vote for passage will be so noted.

Items placed under "consent calendar" and "consent calendar addenda" are considered routine and will be received, enacted, approved, or adopted by one motion unless a request for removal for discussion or explanation is received from a Director or from a member of the audience.

Please refrain from wearing scented products (perfume, cologne, after-shave, etc.) to these meetings, as there may be people in attendance susceptible to environmental illnesses.

BART provides service/accommodations upon request to persons with disabilities who wish to address BART Board matters. A request must be made within one and five days in advance of Board/Committee meetings, depending on the service requested. Please contact the Office of the District Secretary at (510) 464-6083 for information.

Kenneth A. Duron  
District Secretary

Regular Meeting of the  
**BOARD OF DIRECTORS**

The purpose of the Board Meeting is to consider and take such action as the Board may desire in connection with:

1. **CALL TO ORDER**

- A. Roll Call.
- B. Pledge of Allegiance.
- C. Introduction of Special Guests.

2. **CONSENT CALENDAR**

- A. Approval of Minutes of the Meeting of January 11, 2007.\* Board requested to authorize.
- B. Award of Contract No. 6M3044, Station Cleaning Various Locations.\* Board requested to authorize.

### 3. BOARD MATTERS

- A. (CONTINUED from December 7, 2006, Board Meeting)  
Authority to Execute Agreement No. 6M5006 for an Availability and Utilization Study for the Bay Area Public Transportation Agencies (BAPT).<sup>\*</sup> Board requested to authorize.
- B. Ratification of 2007 Standing Committee and Special Appointments.<sup>\*</sup>  
Board requested to ratify.
- C. Report of the District Security Advocacy Ad Hoc Committee. For information.
- D. Roll Call for Introductions.

### **RECESS TO STANDING COMMITTEES**

Immediately following the Standing Committee Meetings, the Board Meeting will reconvene, at which time the Board may take action on any of the following committee agenda items.

### **ALL COMMITTEES ARE ADVISORY ONLY**

#### ADMINISTRATION COMMITTEE

Immediately following the Board Meeting recess

Director Keller, Chairperson

- A-1. Employee Recruitment and Relocation for the Position of Chief Engineer and Relocation for the Position of Manager, Rail Security Programs.<sup>\*</sup> Board requested to authorize.
- A-2. General Discussion and Public Comment.

#### ENGINEERING AND OPERATIONS COMMITTEE

Immediately following the Administration Committee Meeting

Director Fang, Chairperson

- B-1. State Investment Bond Strategy (Measure 1B).<sup>\*</sup> For information.
- B-2. General Discussion and Public Comment.

#### PLANNING, PUBLIC AFFAIRS, ACCESS, AND LEGISLATION COMMITTEE

Director Radulovich, Chairperson

NO REPORT.

### **RECONVENE BOARD MEETING**

### 4. CONSENT CALENDAR ADDENDA

Board requested to authorize as recommended from committee meetings above.

5. REPORTS OF STANDING COMMITTEES

A. ADMINISTRATION COMMITTEE

- A-1. Employee Recruitment and Relocation for the Position of Chief Engineer and Relocation for the Position of Manager, Rail Security Programs.\* Board requested to authorize.

B. ENGINEERING AND OPERATIONS COMMITTEE

- B-1. State Investment Bond Strategy (Measure 1B).\* For information.

C. PLANNING, PUBLIC AFFAIRS, ACCESS, AND LEGISLATION COMMITTEE  
NO REPORT.

6. GENERAL MANAGER'S REPORT  
NO REPORT.

7. GENERAL DISCUSSION AND PUBLIC COMMENT

8. CLOSED SESSION (Room 303, Board Conference Room)

- A. CONTINUED from January 11, 2007, Board Meeting  
CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Property: Oakland Airport Connector  
District Negotiators: Teresa E. Murphy, Assistant General Manager – Administration; and Kathleen Mayo, Deputy Executive Manager – Transit System Development  
Negotiating Parties: Port of Oakland and San Francisco Bay Area Rapid Transit District  
Under Negotiation: Price and Terms  
Government Code Section: 54956.8
- B. CONFERENCE WITH LABOR NEGOTIATORS – PUBLIC EMPLOYEE PERFORMANCE EVALUATION:  
Agency Negotiators: Directors Keller, Sweet, and Ward Allen  
Titles: General Manager  
General Counsel  
Controller/Treasurer  
District Secretary  
Gov't. Code Sections: 54957 and 54957.6

9. OPEN SESSION

- A. Compensation of Board-Appointed Officers.
- B. Public Comment on Item 9-A only.



## EXECUTIVE DECISION DOCUMENT

GENERAL MANAGER APPROVAL: <i>DWonggen</i>		GENERAL MANAGER ACTION REQ'D: Approve and Forward to the Board	
DATE: <i>11/17/07</i>		BOARD INITIATED ITEM: No	
Originator/Prepared by: Ersten Y Imaoka Dept. M&E Ext. 6489 Signature/Date: <i>E. Imaoka</i> <i>11/17/07</i>	General Counsel: <i>[Signature]</i> <i>11/17/07</i>	Controller/Treasurer: <i>[Signature]</i> <i>11/16/07</i>	District Secretary: <i>[Signature]</i> <i>11/16/07</i>

### NARRATIVE:

**Award Contract No. 6M3044, Station Cleaning, Various Locations**

### PURPOSE:

To authorize the General Manager to award Contract No. 6M3044, Station Cleaning, Various Locations, to Clean Innovation of Santa Clara.

### DISCUSSION:

This Contract includes the performance of all operations necessary to detail clean Embarcadero, Montgomery, Powell St, Civic Center and 16th St Mission Stations; with 24th St Mission and Berkeley Stations being Additive Bid Items 1 and 2, respectively. The cleaning services will improve the overall appearance of each station's entrance, concourse and platform areas, including replacing burnt-out light bulbs.

Advance Notice to Bidders was mailed on December 15, 2006 to eight prospective bidders. Contract Books were mailed to 20 plan rooms and Minority Assistance Organizations. The Contract was advertised on December 19, 2006. A Pre-Bid meeting was conducted on December 26, 2006, with four prospective bidders attending the meeting. The Site Inspection Tour was conducted on December 28, 2006 with five prospective bidders attending. The following two bids were received on January 9, 2007:

	<u>Bidder</u>	<u>Location</u>	<u>Base Bid</u>	<u>Base Bid + Add 1</u>	<u>Base Bid + Add 1 &amp; 2</u>
1.	Clean Innovation	Santa Clara	\$253,996	\$286,698	\$330,920
2.	Rodel Cleaning Services	South S.F.	\$303,978	\$360,389	\$404,841
ENGINEER'S ESTIMATE			\$346,000	\$374,00	\$394,000

District staff has determined that the bid submitted by Clean Innovation is responsive to the solicitation, and the bidder's license, business experience, and financial capabilities indicate that the bidder is responsible. Staff has also determined that the bid of \$330,920, representing the Base Bid plus Additives 1 and 2 (24th St Mission and Berkeley Stations, respectively), which is approximately 16% below the Engineer's

**EDD: Award Contract No. 6M3044**

Estimate, is valid, fair and reasonable.

BART staff has determined that there will be no significant effect on the environment by the cleaning operations at the various BART stations, and that this contract is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Existing Facilities.

**FISCAL IMPACT:**

Funding for this \$330,920 contract is included in Maintenance and Engineering's FY 07 Operating Budget for cleaning services.

There is \$394,019 available for commitment from this fund source for this project. This action will commit \$330,920, leaving an uncommitted balance of \$63,099.

**ALTERNATIVES:**

The alternative is to reject all bids which will result in deferral of station cleaning that could foster a negative public view of the District's operations, and could imply a disregard for its patrons' sense of comfort and well being.

**RECOMMENDATION:**

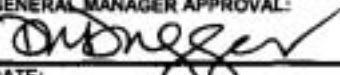
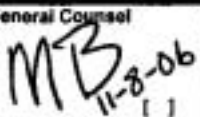

Adoption of the following motion:

**MOTION:**

The General Manager is authorized to award Contract No. 6M3044, Station Cleaning, Various Locations, to Clean Innovation for the bid price of \$330,920 (Base Bid plus Additive Items 1 and 2), pursuant to notification to be issued by the General Manager and subject to the District's protest procedures.



## EXECUTIVE DECISION DOCUMENT

GENERAL MANAGER APPROVAL: 		GENERAL MANAGER ACTION REQ'D:		
DATE: 11/09/06		BOARD INITIATED ITEM: No		
Originator/Prepared by: Lee Davis Dept: Office of Civil Rights 6950 Ext.	General Counsel  MB 11-8-06	Controller/Treasurer 	District Secretary	BARC
Signature/Date:				

### NARRATIVE:

**Authority to Execute Agreement No. 6M5006 for an Availability and Utilization Study for the Bay Area Public Transportation Agencies (BAPT)**

**PURPOSE:** To obtain Board authorization for the General Manager to execute Agreement No. 6M5006 with CRA International, Inc. (CRA) to conduct an Availability and Utilization Study for the Bay Area Public Transportation Agencies.

**DISCUSSION:** On August 10, 2006, the Board authorized the General Manager to enter into a Memorandum of Understanding (MOU) with the Bay Area Public Transportation Agencies (BAPT) to retain a consultant to conduct a joint Availability and Utilization Study. The BAPT agencies are BART, San Mateo County Transit District (SamTrans); Peninsula Corridor Joint Powers Board; Santa Clara Valley Transportation Authority (VTA); Central Contra Costa Transit Authority (CCCTA); Golden Gate Bridge, Highway and Transportation District; Alameda-Contra Costa Transit District; and Metropolitan Transportation Commission (MTC). Under the terms of the (MOU) BART is designated as the lead agency and agrees to be the awarding body for the Study and will administer the contract as the Project Manager on behalf of the BAPT. In addition, under the terms of the MOU, a Selection Committee is to evaluate the proposals and recommend a consultant for contract award. The Selection Committee was comprised of five (5) voting members: BART, VTA, SamTrans, MTC and CCCTA.

The Availability and Utilization Study will: (a) investigate the existence of discrimination and its effects in the public transportation contracting industry in the San Francisco Bay Area, and (b) satisfy the requirements for such a Study established by the Ninth Circuit Court of Appeals in the *Western States Paving Co., Inc. v Washington State Department of Transportation, et al* decision.

The District conducted an Industry Review in June 2006. The draft Scope of Services for the Availability and Utilization Study was sent to six (6) firms, specializing in DBE/WBE/MBE disparity studies in order to solicit their professional responses and comments with the intent of strengthening the final Scope of Services to be included in the Statement of Qualifications (SOQ). The six (6) firms were: MGT of America, Inc.,

**EDD: Authority to Execute Agreement No. 6M5006 for an Availability and Utilization Stud**

**NERA, Miller 3 Consulting, Inc., BBC Research and Consulting, CRA International, Inc. and Mason Tillman Associates.**

**Comments received were reviewed by the eight (8) BAPT member agencies and revisions to the draft Scope of Services were made as determined appropriate and useful.**

**A request for Statement of Qualifications (SOQ) No. 6M5006 was issued on September 8, 2006 to solicit proposals for these services.**

**Advertisements soliciting interest in the SOQ were placed in a number of publications, including DBE/WBE/MBE publications. The BAPT agencies also utilized their mailing lists to solicit interest in the SOQ. A pre-proposal meeting was held on September 13, 2006 describing the nature of the services required and the source selection process. The SOQ was distributed to all interested potential proposers.**

**On September 26, 2006, proposals were received from the following three Proposers:**

Team	Location
CRA International Inc. (CRA)	Oakland, CA.
Mason Tillman Associates (MTA)	Oakland, CA.
NERA	Dallas, TX.

**Evaluation of the proposals was conducted by the Selection Committee and the entire evaluation process was chaired by BART Contract Administration. Proposals were first reviewed to determine if the proposers were considered responsive to the requirements of the SOQ. Subsequently, the proposals were reviewed and scored on the basis of the criteria established in the SOQ with respect to the qualifications of the proposing firms and the qualifications of the key personnel and project team. As a result of the written scoring and the competitive range determination, the following two (2) teams were short-listed and invited to participate in the oral presentation phase of the selection process:**

**Mason Tillman Associates**

**CRA International, Inc.**

**Oral presentations were conducted on October 5, 2006. Based on the combined written and oral evaluations in which CRA ranked the highest cumulative score and the best value analysis conducted by the Committee, it was determined that CRA offers the best value to the BAPT member agencies.**

**Accordingly, the Committee recommends award of Agreement No. 6M5006 to CRA in an amount not to exceed \$448,439 for a period of one year.**

**The Office of the General Counsel will approve the Agreement as to form.**

**FISCAL IMPACT: There are eight agencies participating in the Availability and Utilization Study, including BART. The District's share of the one-year contract amount**

**EDD: Authority to Execute Agreement No. 6M5006 for an Availability and Utilization Stud**

is \$103,846.16. The contribution of the other BAPT agencies will be paid to BART in three installments. The first installment in the amount of \$115,384.62, was received by BART on September 1, 2006. The second installment, \$115,384.62 is due upon execution of the Agreement. The last installment, \$115,384.62 is due upon completion of services and receipt of the final invoice.

Funding for the District's portion for the Availability and Utilization Study is included in the Office of Civil Rights FY07 Adopted Budget.

**ALTERNATIVE:** Contrary to the intention of the BAPT agencies, the District could decline to award the Agreement to CRA International. This course of action, however, could expose the District to litigation. It could also adversely impact the District and the other BAPT agencies in their ability to meet federal guidelines and continue their goal-setting DBE programs.

**RECOMMENDATION:** It is recommended that the Board adopt the following motion:

**MOTION:** The General Manager is authorized to execute Agreement No. 6M5006 with CRA International to provide services to conduct an Availability and Utilization Study. The Agreement will be for a term not to exceed one year and in an amount not to exceed \$448,439; the award is subject to compliance with the District's protest procedures.

**MOTION MADE AT THE DECEMBER 7, 2006, BOARD MEETING:**

That the staff-recommended motion to authorize execution of Agreement No. 6M5006, for an Availability and Utilization Study for the Bay Area Public Transportation Agencies, with CRA International, be approved, and that staff be directed to seek proposals for a BART only availability and utilization study.

**SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT**

---

**MEMORANDUM**

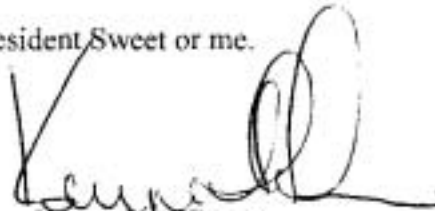
**TO:** Board of Directors **DATE:** January 19, 2007  
**FROM:** District Secretary  
**SUBJECT:** 2007 Standing Committee and Special Appointments

Attached for your consideration are President Sweet's proposed Standing Committee and Special Appointments for 2007.

Board Rule 3-3.2 requires the ratification by a majority vote of all members of the Board any appointment of any Committee member by the Board President. The Rule includes a provision that such appointments shall be submitted directly to the Board.

In accordance with Board Rule 3-3.2, President Sweet is bringing the 2007 Standing Committee and Special Appointments before the Board of Directors for ratification on January 25, 2007.

Should you have any questions, please contact President Sweet or me.



Kenneth A. Duron

**Attachments**

cc: Board Appointed Officers  
Deputy General Manager  
Executive Staff

Item No. 7-A.

RATIFICATION OF 2007 STANDING COMMITTEE  
AND SPECIAL APPOINTMENTS

MOTION:

That the Board of Directors ratifies the proposed Standing Committee and Special Appointments for 2007 (attached).

**SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT  
ORGANIZATION OF COMMITTEES AND SPECIAL APPOINTMENTS  
STANDING COMMITTEES**

ADMINISTRATION COMMITTEE \*/\*\*

Bob Franklin, Chairperson  
Carole Ward Allen, Vice Chairperson

ENGINEERING AND  
OPERATIONS COMMITTEE \*/\*\*

James Fang, Chairperson  
Joel Keller, Vice Chairperson

PLANNING, PUBLIC AFFAIRS, ACCESS, AND  
LEGISLATION COMMITTEE \*/\*\*

Tom Radulovich, Chairperson  
Thomas M. Blalock, Vice Chairperson

**SPECIAL APPOINTMENTS**

DISTRICT SECURITY ADVOCACY  
AD HOC COMMITTEE

Carole Ward Allen, Chairperson  
Zoyd Luce

AC TRANSIT LIAISON

Bob Franklin, Chairperson  
Carole Ward Allen

ALAMEDA COUNTY CONGESTION  
MANAGEMENT AGENCY LIAISON

Thomas M. Blalock  
Zoyd Luce, Alternate

ALAMEDA COUNTY TRANSPORTATION  
IMPROVEMENT AUTHORITY CONSUMER  
POLICY ADVISORY COMMITTEE LIAISON

Carole Ward Allen

ALTERNATE REPRESENTATIVE TO THE  
AMERICAN PUBLIC TRANSPORTATION  
ASSOCIATION BOARD OF DIRECTORS

Carole Ward Allen

AMERICANS WITH DISABILITIES  
ACT (ADA) LIAISON

Bob Franklin, Chairperson  
Zoyd Luce, Vice Chairperson      Tom Radulovich

BAY FAIR TRANSIT ORIENTED DEVELOPMENT  
AND ACCESS PLAN POLICY ADVISORY  
COMMITTEE LIAISON

Bob Franklin

CONTRA COSTA TRANSPORTATION  
AUTHORITY LIAISON

Joel Keller      Gail Murray

DISTRICT ORGANIZATIONAL  
REVIEW AD HOC COMMITTEE

Thomas M. Blalock, Chairperson      Gail Murray  
Bob Franklin      Tom Radulovich

CAPITOL CORRIDOR JOINT POWERS BOARD \*\*\*

Thomas M. Blalock	Joel Keller
James Fang	Gail Murray
Bob Franklin	Lynette Sweet
Zoyd Luce, Alameda County Alternate	

eBART POLICY ADVISORY COMMITTEE

Joel Keller      Gail Murray

FRUITVALE POLICY COMMITTEE \*\*

Carole Ward Allen, Chairperson

I-580 LIVERMORE STUDY

POLICY ADVISORY COMMITTEE LIAISON  
Zoyd Luce

JOINT DEVELOPMENT LIAISON COMMITTEE

Bob Franklin, Chairperson	Gail Murray
Tom Radulovich	Lynette Sweet

METROPOLITAN TRANSPORTATION  
COMMISSION LIAISON COMMITTEE<sup>1</sup>

Lynette Sweet, Chairperson	James Fang
Thomas M. Blalock	Gail Murray

OAKLAND AIRPORT CONNECTOR — COLISEUM  
STATION AREA DEVELOPMENT LIAISON

Carole Ward Allen, Chairperson  
Thomas M. Blalock

PLEASANT HILL BART STATION  
COMMUNITY LIAISON

Gail Murray

PLEASANT HILL BART STATION LEASING  
AUTHORITY BOARD OF DIRECTORS

Joel Keller      Gail Murray

REGIONAL LATE NIGHT  
SERVICE LIAISON

Bob Franklin      Tom Radulovich

\* All Directors are members of this Committee (Thomas M. Blalock, James Fang, Bob Franklin, Joel Keller, Zoyd Luce, Gail Murray, Tom Radulovich, Lynette Sweet and Carole Ward Allen)

\*\* Brown Act Committee, subject to public meeting requirements.

\*\*\* Brown Act Board, subject to public meeting requirements.

**SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT  
ORGANIZATION OF COMMITTEES AND SPECIAL APPOINTMENTS  
SPECIAL APPOINTMENTS (continued)**

REGIONAL RAIL COMMITTEE

Tom Radulovich, Chairperson  
Thomas M. Blalock                      Bob Franklin

ROUTE 24/CALDECOTT TUNNEL CORRIDOR  
POLICY COMMITTEE

Gail Murray, Chairperson  
Bob Franklin, Alternate

SAN FRANCISCO TRANSPORTATION  
AUTHORITY LIAISON COMMITTEE

Tom Radulovich, Chairperson      Zoyd Luce  
James Fang                              Lynette Sweet

SAN MATEO COUNTY POLICY COMMITTEE

James Fang, Chairperson              Gail Murray  
Thomas M. Blalock                      Lynette Sweet

SANTA CLARA COUNTY POLICY COMMITTEE

Thomas M. Blalock, Chairperson  
Zoyd Luce, Vice Chairperson  
James Fang                              Gail Murray

SILICON VALLEY RAPID TRANSIT PROJECT  
POLICY ADVISORY BOARD

Thomas M. Blalock, Chairperson  
Bob Franklin, Vice Chairperson  
Gail Murray  
James Fang, Alternate  
Scott Haggerty, Supervisor, Alameda County  
Bob Wasserman, Mayor, City of Fremont

STRATEGIC FINANCE ADVISORY COMMITTEE

James Fang                              Joel Keller  
Bob Franklin                              Lynette Sweet

WARM SPRINGS POLICY COMMITTEE

Thomas M. Blalock, Chairperson  
Carole Ward Allen, Vice Chairperson  
Zoyd Luce

WEST CONTRA COSTA TRANSPORTATION  
ADVISORY COMMITTEE (WCCTAC)

Joel Keller              Bob Franklin

---

NOTE: BART Directors discharging liaison functions do not serve as members of either a committee of BART or the other Organization, nor as members of a joint committee. Any action on behalf of BART must be taken by the full Board.

<sup>1</sup> The President may appoint an Alternate to serve on this committee on an as-needed basis.

Proposed, 1/19/2007, 2:00 PM



## EXECUTIVE DECISION DOCUMENT

GENERAL MANAGER APPROVAL: <i>[Signature]</i>		GENERAL MANAGER ACTION REQ'D: Board Approval and Authorization	
DATE: 1/17/07		BOARD INITIATED ITEM: No	
Originator/Prepared by: Elaine M. Kurtz	General Counsel <i>[Signature]</i> 1/18/07	Controller/Treasurer <i>[Signature]</i> 1/18/07	District Secretary [ ]
Dept: Ext:			BARC [ ]
Signature/Date:			

### NARRATIVE:

### EMPLOYEE RECRUITMENT AND RELOCATION FOR THE POSITION OF CHIEF ENGINEER AND RELOCATION FOR THE POSITION OF MANAGER, RAIL SECURITY PROGRAMS.

#### PURPOSE:

To obtain Board authorization to conduct a national recruitment and to pay relocation expenses for the position of Chief Engineer, Maintenance and Engineering, as well as authorization to pay relocation expenses only for the position of Manager, Rail Security Programs, in accordance with Board policy as necessary.

#### DISCUSSION:

On March 11, 1993, the Board adopted Resolution 4487, requiring Board approval prior to any recruiting activity to employ a person who is not a current District employee for an annual salary of \$50,000 or more. The resolution also states that the District should confine its recruiting to the State of California, consistent with provisions of the law, and that no relocation or moving expenses are to be offered to new employees without prior Board approval.

The position of Chief Engineer, Maintenance and Engineering and the position of Manager, Rail Security Programs, are senior-level management positions that require specialized skills derived from a unique mix of managerial and technical experience and education. Attached are the respective summary job descriptions. The identification of qualified applicants with the necessary skills for the position of Chief Engineer requires specialized recruiting efforts beyond the resources of District staff. Previous efforts by District staff to fill senior and mid-level engineering and management positions (newspaper ads throughout California, including ads in Passenger Transport, as well as internal posting and personal contacts) indicate that a third party executive search is appropriate to locate a candidate. In the case of the position of Manager, Rail Security Programs, The District's Human Resources staff has undertaken local and national recruiting, yielding a pool of highly qualified candidates from which it is likely that a selection can be made. Several of these

## **EDD: EMPLOYEE RECRUITMENT AND RELOCATION**

candidates are not local.

By approving this motion, the Board will authorize the use of an executive search firm for the position of Chief Engineer. The objective in using a search firm is to identify a pool of highly qualified applicants. The District will conduct an informal request for proposals from at least three (3) national search firms. In any recruitment work plan, every effort is made to locate qualified individuals in California and the San Francisco Bay Area in particular. However, recruitment will not be confined to California.

Proposals will be solicited from firms that have: 1) expertise in transit and/or public sector recruitment for executive level management positions; 2) an ability to provide timely customized searches on a national scale; 3) acceptable business references; 4) the ability to meet terms of agreement; and 5) acceptable price and fee structure. Interested firms will be required to provide a search plan summary document outlining tasks, a proposed fee structure and estimated time of completion.

The Board's action also will allow for the execution of a relocation agreement within the parameters of current District practice as provided in Management Procedure 70, for both the Chief Engineer as well as for the Manager, Rail Security Programs. This procedure sets a maximum reimbursement for relocation at \$18,000 and it does not allow for reimbursement for loss on sale of a residence.

This Board item is the third executive search request for FY07 and the first relocation-only request. The first executive search request was for Group Manager of Electrical and Mechanical Engineering. The second search request was an earlier request for the position of Manager of Rail Security Programs, which was not approved. Previously, in FY05 and FY06, three executive search requests were authorized, for the positions of Department Manager Labor Relations, Department Manager Human Resources and the Executive Manager, Planning and Budget. Although the Board gave staff the authority to offer relocation expense reimbursement for all past recruitments, relocation costs have not been necessary in all cases. Relocation expense reimbursement has been provided, per Board authorization, three times since FY99: for the position of Department Manager Human Resources in FY06, and for two positions in the Rolling Stock and Shops Department, i.e. Manager, Vehicle Maintenance Engineering in FY03 and Shop Superintendent in FY01.

In FY 06, 80% of all non-represented positions and 88% of all positions in the District (excluding front-line, entry-level positions) were recruited internally. These figures are up from 73% and 68%, respectively, in FY05.

## **EDD: EMPLOYEE RECRUITMENT AND RELOCATION FOR THE POSITION OF CH**

### **FISCAL IMPACT:**

For the position of Chief Engineer, Maintenance and Engineering, the costs, including search firm fees and any subsequent relocation agreement, will come from the FY07 Operating budget of the Assistant General Manager, Operations.

For the position of Manager Rail Security Programs, the relocation costs, if any, will come from the FY07 Operating budget of the General Manager.

### **ALTERNATIVE:**

Fill the position of Chief Engineer using in-house District recruitment resources and decline to pay relocation expenses for the positions of Chief Engineer and Manager, Rail Security Programs.

### **RECOMMENDATION:**

Adopt the following motion.

### **MOTION:**

That the General Manager or his designee is authorized, in conformance with established District procedures governing the procurement of professional services, to obtain executive search services to identify suitable candidates both inside and outside of California for the position of Chief Engineer, Maintenance and Engineering. In addition, the General Manager is authorized to enter into a relocation agreement, if necessary, in an amount not to exceed \$18,000 for the position of Chief Engineer and the position of Manager, Rail Security Programs, in accordance with Management Procedure Number 70, New Employee Relocation Expense Reimbursement.

## SUMMARY JOB DESCRIPTION

POSITION:	Chief Engineer
EXECUTIVE OFFICE:	Assistant General Manager, Operations
PAY BAND & SALARY RANGE:	PB13 \$114,200 - \$177,012
BUDGET SOURCE:	Assistant General Manager, Operations

### Summary Description:

Under the administrative direction of the Assistant General Manager, Operations, this position is responsible for directing, managing, supervising and coordinating engineering activities and maintenance operations through subordinate groups. Maintenance activities include facilities, track and structures, automatic fare collection, non-revenue vehicles, power and mechanical equipment, and system maintenance relating to train control. Engineering activities include research and development, architectural and engineering design in the areas of electronics, communications, train control, computer systems, civil, structural, and mechanical or electrical engineering, plus contract construction and other major engineering projects.

## SUMMARY JOB DESCRIPTION

POSITION:	Manager Rail Security Programs
EXECUTIVE OFFICE:	General Manager
PAY BAND & SALARY RANGE:	PB13 \$114,200 - \$177,012
BUDGET SOURCE:	General Manager

### Summary Description:

Develops and assists in the implementation of BART's security policies and programs; serves as Chair of BART's interdepartmental Security Committee and will be responsible for developing and/or recommending security-related operating protocols and procedures. Prioritizes the District's security needs and establishes guidelines and criteria for security-related matters when interacting with various federal, state and local entities. Is responsible for security funding advocacy and serves as BART's point of contact for non-law enforcement security Matters. Provides highly complex administrative support to the General Manager, and performs related duties as assigned.