



AGENDA  
EXECUTIVE MANAGEMENT COMMITTEE

Thursday, February 15, 2001 - 11:00 A.M.

Call to order:

Directors:

Yvonne Burke, Chair  
James Cragin, Vice Chair  
Hal Bernson  
Richard Riordan  
Zev Yaroslavsky  
Tony V. Harris, Ex Officio

21. Report of the Chief Operating Officer.
  
22. RECEIVE monthly oral status report on **Pasadena Blue Line Joint Powers Authority**.

23. **APPROVE** revisions/changes to the **MTA Procurement Policies and Procedures Manual**:
- A. to ensure that the manual reflects current policies and practices of the MTA Pre-Qualification program and complies with FTA requirements;
  - B. to require approval by Chief Executive Officer, the Deputy Chief Executive Officer, or the Chief Financial Officer, for procurement policy and procedure waivers when Procurement is the user Department;
  - C. to increase the threshold for submission of certified cost or pricing data and audit requirements from \$100,000 to \$500,000, except for changes governed by California Public Utilities Code §130243 (AB 1869) which shall remain at \$100,000 or contracts that are Federal Highway Administration funded transportation projects subject to the requirements of Title 23, United States Code (Caltrans) which shall increase to \$250,000;
  - D. that clarifies the CEO's authority to reject all bids for construction contracts under California Public Utilities Code §130051.9(c) and delegates to the Executive Officer, Procurement, authority to reject all bids in limited circumstances; and
  - E. Delegation of Authority Section to clarify the responsibility of the Chief Executive Officer as the Contracting Officer of the MTA with power of further redelegation.

Consideration of items not on the posted agenda, including: items to be presented and (if requested) referred to staff; items to be placed on the agenda for action at a future meeting of the Committee or Board; and/or items requiring immediate action because of an emergency situation or where the need to take immediate action came to the attention of the Committee subsequent to the posting of the agenda.

**COMMENTS FROM THE PUBLIC ON ITEMS OF PUBLIC INTEREST  
WITHIN COMMITTEE'S SUBJECT MATTER JURISDICTION**

**ADJOURNMENT**

## METROPOLITAN TRANSPORTATION AUTHORITY BOARD RULES (ALSO APPLIES TO BOARD COMMITTEES)

### PUBLIC INPUT

The meetings of the Metropolitan Transportation Authority Board are open to the public. A member of the public may address the Board on **one agenda item** per meeting; and/or on **one** item of interest which is within the subject matter jurisdiction of the Metropolitan Transportation Authority. Each person will be allowed to speak for **one minute**. The Board may limit the public input on any item, based on the number of people requesting to speak and the business of the Board. **A request to address the Board must be submitted in person at the meeting to the Board Secretary prior to the start of the meeting.**

Public Comment will be heard at the end of each meeting. The public shall have the opportunity to comment for one minute on Agenda items before or during the Board or Committee's consideration of the item up to five minutes per item, or at the discretion of the Chair. *This requirement shall not apply if the opportunity for public comment on the item was previously provided by a Committee or other meeting at which a quorum was present and the item has not substantially changed since the committee hearing.* All requests for Public Comment must be submitted prior to the posted start time of each meeting.

The public may also address the MTA on non-agenda items within the subject matter jurisdiction of the MTA or a Committee during the Public Comment period indicated on the Agenda. Individuals may speak no more than once during the Public Comment period. Public Comment will last a maximum of twenty minutes, or as otherwise indicated by the Chair. Speakers will be called according to the order in which the speaker request forms are received until the Public Comment period has expired.

Each individual will have the opportunity to speak only once during the Public Comment period. The Public Comment period will last thirty minutes maximum in length. Speakers will be called in the order in which the speaker request forms are received until the thirty minute period has expired. The Chair may limit the public input on any item or the total amount of time allocated for public testimony based on the number of people requesting to speak and the business of the Board. **If you are a party to a specific item, you will be called upon to speak at the time that issue is being considered.**

In accordance with Government Code Section 54954.3(a) the Chair may from time to time dispense with public comment on items previously considered by a committee composed exclusively of Board members.

In accordance with State Law (Brown Act), all matters to be acted on by the MTA Board must be posted at least 72 hours prior to the Board meeting. In case of emergency, or when a subject matter arises subsequent to the posting of the agenda, upon making certain findings, the Board may act on an item that is not on the posted agenda.

**CONDUCT IN THE BOARD ROOM** The following rules pertain to conduct at Metropolitan Transportation Authority meetings:

**REMOVAL FROM THE BOARD ROOM** The Chair shall order removed from the Board Room any person who commits the following acts with respect to any meeting of the MTA Board:

Disorderly behavior toward the Board or any member of the staff thereof, tending to interrupt the due and orderly course of said meeting.  
A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting.  
Disobedience of any lawful order of the Chair, which shall include an order to be seated or to refrain from addressing the Board; and  
Any other unlawful interference with the due and orderly course of said meeting.

### INFORMATION RELATING TO AGENDAS AND ACTIONS OF THE BOARD

Agendas for the Regular MTA Board meetings are prepared by the Board Secretary and are available prior to the meeting in the MTA Records Management Department and on the Internet.

Every meeting of the MTA Board of Directors is recorded on cassette tapes, and duplicate tapes are available for a nominal charge. A Spanish language translator is available at all Board Meetings. Translators for other languages must be requested 72 hours in advance. After each Board meeting, a record is prepared which indicates the actions taken by the Board. This record is available on the second business day following the meeting.

### DISCLOSURE OF CONTRIBUTIONS

The State Political Reform Act (Government Code Section 84308) requires that a party to a proceeding before an agency involving a license, permit, or other entitlement for use, including all contracts (other than competitively bid, labor, or personal employment contracts), shall disclose on the record of the proceeding any contributions in an amount of more than \$250 made within the preceding 12 months by the party, or his or her agent, to any officer of the agency, additionally PUC Code Sec. 130051.20 requires that no member accept a contribution of over ten dollars (\$10) in value or amount from a construction company, engineering firm, consultant, legal firm, or any company, vendor, or business entity that has contracted with the authority in the preceding four years. Persons required to make this disclosure shall do so by filling out a "Disclosure of Contribution" form which is available at the LACMTA Board and Committee Meetings. Failure to comply with this requirement may result in the assessment of civil or criminal penalties.

### ADA REQUIREMENTS

A cordless microphone is available for those persons with mobility impairments who cannot access the public speaking area. Sign language interpreter services are available by giving notice at least three business days in advance of the meeting. Please telephone (213) 922-4600 between 8 a.m. and 5 p.m., Monday through Friday. Our TDD line is (800)252-9040.

### HELPFUL PHONE NUMBERS

Copies of Agendas/Record of Board Action/Cassette Tapes of Meetings - (213) 922-2335 (Records Management Department)  
General Information/Rules of the Board - (213) 922-4600  
Internet Access to Agendas - [www.mta.net](http://www.mta.net)  
TDD line (800) 252-9040

**NOTE: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA.**