



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
375 Beale Street, Suite 800
San Francisco, CA 94105
415.778.6700
www.mtc.ca.gov

January 21, 2021

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Transportation Agency

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U.S. Department of Transportation

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Cities of San Mateo County

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City and County of San Francisco

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Oakland Mayor's Appointee

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and Urban Development

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Cities of Contra Costa County

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Executive Director

Alix Bockelman
Deputy Executive Director, Policy

Andrew B. Fremier
Deputy Executive Director, Operations

Brad Paul
Deputy Executive Director,
Local Government Services

Ms. Sarah Fine
Management Analyst II
City Of Oakland
250 Frank H. Ogawa Plaza 4th Floor
Oakland, CA 94612

RE: Pavement Management Technical Assistance Program (P-TAP) Round 22

Dear Ms. Fine:

We are pleased to inform you that your project has been selected for P-TAP Round 22 assistance.

Project Type:	PMS
Consultant Assigned:	NCE
Total project cost:	\$100,000
Local Contribution to be sent to MTC (20%):	\$20,000

MTC will enter into a contract directly with a consultant for the total project cost. We expect the contract to be ready in May when your project will officially begin. As soon as the contracts are finalized, the selected consultant will be contacting you to work out a detailed Work Scope, Schedule, and Budget (WSB). WSBs will be expected to clearly describe the scope of work, define the specific tasks required, time for completion, and budget.

MTC also requires payment for the local contribution amount shown above by **Monday, March 1, 2021**. Failure to submit the local contribution funds in a timely manner will disqualify your project and P-TAP funds for your project may be rescinded. Please make checks payable to MTC, include "P-TAP 22" in the comments line, and send a copy of the attached invoice with payment to:

Metropolitan Transportation Commission
Attn: Accounts Receivable
P.O. Box 45788
San Francisco, CA 94145-0788

Once the local funds are received by MTC, a "notice to proceed" will be issued to the consultant and work can commence. MTC will email you so that you can participate in a mandatory "kick-off" webinar all P-TAP 22 recipients. The consultant will contact you to schedule an in-person "kick-off" meeting.

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January 21, 2021
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MTC will pay the consultant directly after receiving project deliverables and upon your approval of those deliverables. Please note that additional costs above and beyond P-TAP funds may be added to the MTC contract with the condition that the difference is sent to MTC along with the local contribution. Also, please refer to MTC Resolution No. 4078, Revised for P-TAP Guidelines that include program goals, eligibility and project selection criteria. The resolution will be emailed to you.

This project must be completed by Friday, April 29, 2022. It is important that you review the consultant's final report promptly so that the project can be closed out and invoiced by that date.

As part of PTAP Round 22, you will receive two years of subscription to the online version of StreetSaver®. Upon receipt of the local contribution, we will send you an acknowledgement of the subscription.

If you have any questions, please contact Christina Hohorst at 415-778-5269 or chohorst@bayareametro.org.

Sincerely,



Director, Funding and Programs

TR: CH
Attachment

INVOICE

Metropolitan Transportation Commission
Bay Area Metro Center
375 Beale Street, Suite 800
San Francisco, CA 94105
PHONE (415) 778-6700

Customer No: V00419
Invoice: AR024857
Invoice Date: 01/13/2021
Terms: Net 30

To: OAKLAND, CITY OF
DEPARTMENT OF PUBLIC WORKS
250 FRANK OGAWA PLAZA #4344

OAKLAND, CA 94612

Transaction Date	Description	Amount
01/13/2021	4902 -P -TAP 22	\$20,000.00
	Total Due	\$20,000.00

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

Please make checks payable to:
METROPOLITAN TRANSPORTATION COMMISSION
P.O. Box 45788
San Francisco, CA 94145-0788

Customer No: V00419
Invoice: AR024857
Invoice Date: 01/13/2021
Total Amount Due: \$20,000.00

Total Payment: \$ _____

^{DS}
SB