



South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765-4178
(909) 396-2000 • www.aqmd.gov

ADMINISTRATIVE COMMITTEE MEETING

Committee Members

Dr. William A. Burke, Chair
Council Member Ben Benoit, Vice Chair
Mayor Judith Mitchell
Council Member Michael Cacciotti

**October 11, 2019 ♦ 10:00 a.m. ♦ Conference Room CC-8
21865 Copley Drive, Diamond Bar, CA 91765**

Teleconference Locations

11461 West Sunset Boulevard
The Brentwood Room 1
Los Angeles, CA 90049

Rolling Hills Estates City Hall
4045 Palos Verdes Dr. North
Rolling Hills Estates, CA 90274

Wildomar City Hall
23873 Clinton Keith Rd, Ste. 201
Wildomar, CA 92595

Caltrans
100 South Main St.
Los Angeles, CA 90012
Room #01.041

(The public may attend at any location listed above.)

Call-in for listening purposes only is available by dialing:

Toll Free: 866-244-8528

Listen Only Passcode: 5821432

In addition, a webcast is available for viewing and listening at:

<http://www.aqmd.gov/home/library/webcasts>

AGENDA

Members of the public may address this body concerning any agenda item before or during consideration of that item (Gov't. Code Section 54854.3(a)). Please provide a Request to Address the Committee card to the Committee Secretary if you wish to address the Committee on an agenda item. If no cards are available, please notify South Coast AQMD staff or a Board Member of your desire to speak. All agendas for regular meetings are posted at South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of the regular meeting. Speakers may be limited to three (3) minutes each.

CALL TO ORDER

DISCUSSION ITEMS – Items 1 through 7:

- | | | | |
|----|---|--|------------|
| 1. | Board Members' Concerns (<i>No Motion Required</i>)
<i>Any member of the Governing Board, on his or her own initiative may raise a concern to the Administrative Committee regarding any South Coast AQMD items or activities.</i> | Dr. William A. Burke
Committee Chair | |
| 2. | Chairman's Report of Approved Travel (<i>No Motion Required</i>) | Dr. Burke | pgs. 1-2 |
| 3. | Report of Approved Out-of-Country Travel
(<i>No Motion Required</i>) | Wayne Nastri
Executive Officer | |
| 4. | Review November 1, 2019 Governing Board Agenda | Wayne Nastri | pgs. 3-11 |
| 5. | Approval of Compensation for Board Member Assistant(s)/
Consultant(s) (Any material, if submitted, will be distributed at
the meeting.) (<i>Motion Requested if Proposal Made</i>) | Dr. Burke | |
| 6. | Report of RFPs/RFQs Scheduled for Release in November (<i>No
Motion Required</i>)
<i>This report summarizes the RFPs/RFQs for budgeted services over
\$75,000 scheduled to be released for advertisement for the month of
November.</i> | Sujata Jain
Chief Financial Officer,
Finance | pgs. 12-14 |
| 7. | Status Report on Major Ongoing and Upcoming Projects for
Information Management (<i>No Motion Required</i>)
<i>Information Management is responsible for data systems management
services in support of all South Coast AQMD operations. This action is
to provide the monthly status report on major automation contracts and
planned projects.</i> | Ron Moskowitz
Chief Information
Officer, Information
Management | pgs. 15-23 |

ACTION ITEMS - Items 8 through 11:

NOVEMBER ITEMS

- | | | | |
|----|---|---|------------|
| 8. | Establish Board Meeting Schedule for Calendar Year 2020
(<i>Motion Requested</i>)
<i>The proposed Board Meeting Schedule for Calendar Year 2020 is
submitted for Board consideration. The meeting schedule for the
Administrative Committee (second Friday of the month), as well as the
other standing committees, is included for information only.</i> | Wayne Nastri | pgs. 24-26 |
| 9. | Recognize Revenue, Appropriate Funds, and Issue Solicitations
and Purchase Orders for Air Monitoring Programs
(<i>Motion Requested</i>)
<i>South Coast AQMD expects to receive U.S. EPA Section 105 Grant
funds up to \$794,261 for the FY 2020 (28th Year) PAMS Program.
During the first quarter of FY 2019-20, \$54,965 has been spent on
unbudgeted capital assets for replacement of air monitoring equipment,
and in December 2018, the Board authorized restoration of \$222,500
from the General Fund Undesignated (Unassigned) Fund Balance in
support of the criteria pollutant air monitoring network. These actions
are to: 1) recognize revenue and appropriate funds when they become
available for the PAMS Program; 2) appropriate funds from the</i> | Jason Low
ADEO, Science &
Technology
Advancement | pgs. 27-34 |

General Fund Undesignated (Unassigned) Fund Balance into the District General FY 2019-20 Budget; 3) appropriate funds from the General Fund Undesignated (Unassigned) Fund Balance into Science & Technology Advancement's FY 2019-20 Budget; and 4) issue solicitations and purchase orders for air monitoring equipment.

10. Amend Contracts for Legislative Representation in Washington, D.C. (**Motion Requested**)
The current contracts for legislative and regulatory representation in Washington D.C. with Kadesh & Associates, LLC, Cassidy & Associates, and Carmen Group Inc., expire on January 14, 2020. Each of these contracts includes an option for two one-year extensions. This action is to consider approval of the first one-year extension of the existing contracts for Calendar Year 2020 with Kadesh & Associates, LLC for \$226,400; Cassidy & Associates for \$216,000; and Carmen Group Inc. for \$222,090 as South Coast AQMD's legislative and regulatory representatives in Washington D.C., to further the agency's policy positions at the federal level. Sufficient funding is available in the Legislative, Public Affairs & Media FY 2019-20 Budget.
- Derrick J. Alatorre DEO, Legislative, Public Affairs & Media pgs. 35-37
11. Amend Contracts for Legislative Representation in Sacramento, California (**Motion Requested**)
The current contracts for legislative representation in Sacramento with Quintana, Watts and Hartmann; Joe A. Gonsalves & Son; and California Advisors, LLC expire on December 31, 2019. Based on the firms' effective performance during the second year of their current contracts, this action is to approve a second one-year extension of the contracts with these three lobbying firms in the amount of \$143,000 each, for legislative lobbying services in Sacramento for Calendar Year 2020. Sufficient funding is available in the Legislative, Public Affairs & Media FY 2019-20 Budget.
- Derrick J. Alatorre pgs. 38-41

WRITTEN REPORT:

12. Local Government & Small Business Assistance Advisory Group Minutes for the July 19, 2019 Meeting (**No Motion Required**)
Attached for information only are the Local Government & Small Business Assistance Advisory Group minutes for the July 19, 2019 meeting.
- Derrick J. Alatorre pgs. 42-45

OTHER MATTERS:

13. Other Business
Any member of the Committee, or its staff, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, may make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter, or may take action to direct staff to place a matter of business on a future agenda. (Govt Code Section 54954.2)
- Dr. Burke
14. Public Comment
At the end of the regular meeting agenda, an opportunity is provided for the public to speak on any subject within the Committee's authority that is not on the agenda. Speakers may be limited to three (3) minutes each.

15. **Next Meeting Date:** November 8, 2019 at 10:00 a.m.

ADJOURNMENT

Document Availability

All documents (i) constituting non-exempt public records, (ii) relating to an item on an agenda for a regular meeting, and (iii) having been distributed to at least a majority of the Committee after the agenda is posted, are available prior to the meeting for public review at the South Coast AQMD, Public Information Center, 21865 Copley Drive, Diamond Bar, CA 91765.

Americans with Disabilities Act

The agenda and documents in the agenda packet will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Govt. Code Section 54954.2(a)). Disability-related accommodations will also be made available to allow participation in the Administrative Committee meeting. Any accommodations must be requested as soon as practicable. Requests will be accommodated to the extent feasible. Please contact Nancy Velasquez at 909-396-2557 from 7 a.m. to 5:30 p.m. Tuesday through Friday, or send the request to nvelasquez@aqmd.gov.



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Item 2

BOARD MEETING DATE: November 1, 2019

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee met October 11, 2019 and reviewed the proposed agenda for the November 1, 2019 Board meeting. The Committee also discussed various issues detailed in the Committee report. The next Administrative Committee meeting is November 8, 2019, at 10:00 a.m., in CC-8.

RECOMMENDED ACTION:
Approve this report.

Dr. William A. Burke, Chair
Administrative Committee

NV

Attendance:

[Will be inserted subsequent to the September 13, 2019 Administrative Committee meeting.]

Administrative Committee Discussion Items:

[Will be inserted subsequent to the September 13, 2019 Administrative Committee meeting.]

Report on Board Member Travel Authorized by the Chairman subsequent to the September 13, 2019 Administrative Committee meeting:

DATE	TRAVELER	DESTINATION	PURPOSE
October 9-10, 2019	Mayor Judith Mitchell	Modesto, CA	Mayor Mitchell attended the Joint CARB & CTC Board Meeting as the South Coast AQMD Board Representative.

Report on Board Member Travel Authorized by the Chairman at the October 11, 2019 Administrative Committee meeting:

DATE	TRAVELER	DESTINATION	PURPOSE
October 15-16, 2019	Dr. William Burke	Sacramento, CA	Dr. Burke will attend meetings with legislators and will also attend the California Fuel Cell Partnership Executive Board meeting on behalf of the South Coast AQMD.

October 23-24, 2019	Mayor Judith Mitchell	Sacramento, CA	Mayor Mitchell will attend the monthly CARB Board Meeting as the South Coast AQMD Board Representative.
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Item 4

10/4/19 3:55 PM

DRAFT AGENDA

MEETING, NOVEMBER 1, 2019

A meeting of the South Coast Air Quality Management District Board will be held at 9:00 AM, in the Auditorium at South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California.

Questions About an Agenda Item	<ul style="list-style-type: none"> ▪ The name and telephone number of the appropriate staff person to call for additional information or to resolve concerns is listed for each agenda item. ▪ In preparation for the meeting, you are encouraged to obtain whatever clarifying information may be needed to allow the Board to move expeditiously in its deliberations.
Meeting Procedures	<ul style="list-style-type: none"> ▪ The public meeting of the South Coast AQMD Governing Board begins at 9:00 a.m. The Governing Board generally will consider items in the order listed on the agenda. However, <u>any item</u> may be considered in <u>any order</u>. ▪ After taking action on any agenda item not requiring a public hearing, the Board may reconsider or amend the item at any time during the meeting.
Questions About Progress of the Meeting	<ul style="list-style-type: none"> ▪ During the meeting, the public may call the Clerk of the Board's Office at (909) 396-2500 for the number of the agenda item the Board is currently discussing.

The agenda and documents in the agenda packet will be made available upon request in appropriate alternative formats to assist persons with a disability. Disability-related accommodations will also be made available to allow participation in the Board meeting. Any accommodations must be requested as soon as practicable. Requests will be accommodated to the extent feasible. Please telephone the Clerk of the Boards Office at (909) 396-2500 from 7:00 a.m. to 5:30 p.m. Tuesday through Friday.

All documents (i) constituting non-exempt public records, (ii) relating to an item on the agenda, and (iii) having been distributed to at least a majority of the Governing Board after the agenda is posted, are available prior to the meeting for public review at the South Coast Air Quality Management District Clerk of the Board's Office, 21865 Copley Drive, Diamond Bar, CA 91765.

The Agenda is subject to revisions. For the latest version of agenda items herein or missing agenda items, check the South Coast AQMD's web page (www.aqmd.gov) or contact the Clerk of the Board, (909) 396-2500. Copies of revised agendas will also be available at the Board meeting.

A webcast of the meeting is available for viewing at:
<http://www.aqmd.gov/home/news-events/webcast>

Cleaning the air that we breathe...

CALL TO ORDER

- Pledge of Allegiance
- Opening Comments: William A. Burke, Ed.D., Chair
 Other Board Members
 Wayne Nastri, Executive Officer
- Presentation by Dr. Keith Black **Ghosh**

Staff/Phone (909) 396-

CONSENT CALENDAR (Items 1 through XX)

Note: Consent Calendar items held for discussion will be moved to Item No. XX

- 10680. Approve Minutes of October 4, 2019 Board Meeting **Garzaro/2500**
- 10683. Set Public Hearing December 6, 2019 to Consider Adoption of **Nastri/3131**
and/or Amendments to South Coast AQMD Rules and
Regulations
- 10720. Set Hearing December 6, 2019 to Determine That **Nakamura/3105**
Proposed Rule 1480 – Ambient Monitoring and Sampling
of Metal Toxic Air Contaminants, Is Exempt from CEQA
and Adopt Proposed Rule 1480

Proposed Rule 1480 establishes a process to require a facility to conduct ambient monitoring and sampling of metal toxic air contaminants if the facility meets specific criteria. The process includes an initial notice, request for information, notice of findings, and notice to designate the facility if criteria specified in the proposed rule are met. A facility that is designated will be required to submit a Monitoring and Sampling Plan and conduct ambient monitoring and sampling. The proposed rule includes an alternative monitoring and sampling provision where the facility can elect to have the South Coast AQMD conduct ambient monitoring and sampling for a fee. The proposed rule also has monitoring, reporting, and recordkeeping provisions, and provisions to reduce and cease monitoring and sampling provided certain criteria are met. This action is to adopt the Resolution: 1) Determining that Proposed Rule 1480 – Ambient Monitoring and Sampling of Metal Toxic Air Contaminants, is exempt from the California Environmental Quality Act and 2) Adopting Rule 1480 – Ambient Monitoring and Sampling of Metal Toxic Air Contaminants. (Reviewed: Stationary Source Committee, October 18, 2019)

Budget/Fiscal Impact

10698. Establish Special Revenue Fund, Recognize Revenue and Transfer Funds, and Execute Agreements to Develop and Demonstrate Water-in-Fuel Retrofit Technology for Ocean-Going Vessels **Miyasato/3249**

MAN Energy Solutions USA Inc. (MAN) proposes to develop, install and demonstrate a retrofit technology to reduce NOx emissions from ocean-going vessels (OGVs). For the proposed project, the retrofit technology will be installed, tested and demonstrated on one of MSC Shipmanagement Limited Tier 2 vessels. These actions are to establish the Clean Shipping Technology Demonstration Special Revenue Fund (83), recognize up to \$1 million from San Pedro Bay Ports' Technology Advancement Program (TAP) and transfer up to \$2 million from Air Quality Investment Fund (27) into Fund 83, execute an MOU with the Ports' TAP for this demonstration project, and execute a contract with MAN in an amount not to exceed \$3 million to install, test and demonstrate the water-in-fuel retrofit technology for OGVs. (Reviewed: Technology Committee, October 18, 2019; Recommended for Approval)

10727. Recognize Revenue, Amend Contracts and Reimburse Funds for Enhanced Fleet Modernization Program **Miyasato/3249**

Since 2015, the South Coast AQMD has been implementing an Enhanced Fleet Modernization Program (EFMP), branded as Replace Your Ride. For FY 2018-19, CARB has allocated \$12 million in Low Carbon Transportation funds to the South Coast AQMD for the continued implementation of the EFMP. These actions are to: 1) recognize up to \$12 million for the EFMP Plus-Up Program from CARB with the terms and conditions of the grant award; 2) approve vouchers or other alternative mobility options until all available funds are exhausted; 3) reimburse AB 923 funds (Fund 80) from the HEROS II Special Revenue Fund (56) for vouchers or other alternative mobility options for the FY 2018-19 EFMP Plus-Up Program upon receipt of CARB funds; 4) amend contracts; and 5) reimburse the General Fund for administrative costs necessary to implement the EFMP. (Reviewed: Technology Committee, October 18, 2019; Recommended for Approval)

10689. Recognize Revenue, Appropriate Funds, and Issue Solicitations and Purchase Orders for Air Monitoring Programs **Low/2269**

South Coast AQMD expects to receive U.S. EPA Section 105 Grant funds up to \$794,261 for the FY 2020 (28th Year) PAMS Program. During the first quarter of FY 2019-20, \$54,965 has been spent on unbudgeted capital assets for replacement of air monitoring equipment, and in December 2018, the Board authorized restoration of \$222,500 from the General Fund Undesignated (Unassigned) Fund Balance in support of the criteria pollutant air monitoring network. These actions are to: 1) recognize revenue and appropriate funds when they become available for the PAMS Program; 2) appropriate funds from the General Fund Undesignated (Unassigned) Fund Balance into the District General FY 2019-20 Budget; 3) appropriate funds from the General Fund Undesignated (Unassigned) Fund Balance into Science & Technology Advancement's FY 2019-20 Budget; and 4) issue solicitations and purchase orders for air monitoring equipment. (Reviewed: Administrative Committee, October 11, 2019; Recommended for Approval)

10721. **Execute Contract to Establish Endowment to Support Graduate Student Scholarship Fund** **Berry/2363**

In April 2019, the Board released an RFP to solicit proposals to support university graduate student scholarships that will, in part, train students entering the workforce, along with guidance from South Coast AQMD, on the emerging issues and latest research related to air quality and climate change. This action is to approve a one-time \$1 million endowment to the National Fuel Cell Research Center at the University of California Irvine and a one-time \$250,000 endowment to the California State University of Los Angeles from interest accrued in the BP ARCO Settlement Projects Fund (46). (Reviewed: Technology Committee, October 18, 2019; Recommended for Approval)

10696. **Approve Additional Funds for Replacement of Onboard CNG Fuel Tanks on School Buses and Authorize Execution of Grant Agreements** **Berry/2363**

Since 2001, the South Coast AQMD has replaced over 1,600 pre-1994 diesel school buses, primarily with cleaner CNG school buses. The fuel tanks on these CNG school buses have a manufacturer's service life of approximately 15 years. In April 2012, the Board issued a Program Announcement using \$3 million from the Carl Moyer Program AB 923 Fund (80) for public school districts offering funding to replace onboard CNG fuel tanks on a first-come, first-served basis. Subsequently, in November 2016 and September 2017, the Board approved additional funds of \$2 million and \$3 million, respectively. These funds are nearly exhausted. These actions are to approve \$3 million from the Carl Moyer Program AB 923 Fund (80) to continue the replacement of onboard CNG fuel tanks for public school buses on a first-come, first-served basis and authorize execution of those grant agreements until funds are exhausted. (Reviewed: Technology Committee, October 18, 2019; Recommended for Approval)

10695. **Adopt Resolution for Community Air Protection Program Funds, Execute Contracts for FY 2018-19 "Year 21" Carl Moyer Program, SOON Provision, FARMER and Community Air Protection Program, Amend Awards and Transfer Funds** **Berry/2363**

In May 2019, the South Coast AQMD executed a grant agreement with CARB to receive Community Air Protection Program incentive funds. Subsequently, in June 2019, Program Announcements for the "Year 21" Carl Moyer Program and SOON Provision closed. This year, in addition to the traditional sources of Carl Moyer SB 1107 and AB 923 funds, funding from the Community Air Protection Program, State Reserve and FARMER will also be available to fund Carl Moyer and SOON Provision projects. In addition, the South Coast AQMD maintains an online application system for the Carl Moyer Program. Updates to this system are necessary to improve applicant/user experience and build efficiencies to assist in processing a high number of applications. These actions are to adopt a resolution to receive Community Air Protection Program funds and execute contracts for "Year 21" Carl Moyer Program, SOON Provision, FARMER and Community Air Protection Programs. These actions are to also amend "Year 20" Carl Moyer and SOON Provision awards, amend a contract for the Carl Moyer online application system, and transfer \$2 million from the Carl Moyer Program SB 1107 Fund (32) to the Voucher Incentive Program Fund (59) for truck replacements. (Reviewed: Technology Committee, October 18, 2019; Recommended for Approval)

10724. Amend Contracts for Legislative Representation in Sacramento, California **Alatorre/3122**

The current contracts for legislative representation in Sacramento with Quintana, Watts and Hartmann; Joe A. Gonsalves & Son; and California Advisors, LLC expire on December 31, 2019. Based on the firms' effective performances during the second year of their current contracts, this action is to approve a second one-year extension of the contracts with these three lobbying firms in the amount of \$143,000 each for legislative lobbying services in Sacramento for Calendar Year 2020. Sufficient funding is available in the Legislative, Public Affairs & Media FY 2019-20 Budget. (Reviewed: Administrative Committee, October 11, 2019; Recommended for Approval)

10726. Amend Contracts for Legislative Representation in Washington, D.C. **Alatorre/3122**

The current contracts for legislative and regulatory representation in Washington D.C. with Kadesh & Associates, LLC, Cassidy & Associates, and Carmen Group Inc., expire on January 14, 2020. Each of these contracts includes an option for two one-year extensions. This action is to consider approval of the first one-year extension of the existing contracts for Calendar Year 2020 with Kadesh & Associates, LLC for \$226,400; Cassidy & Associates for \$216,000; and Carmen Group Inc. for \$222,090 as South Coast AQMD's legislative and regulatory representatives in Washington D.C., to further the agency's policy positions at the federal level. Sufficient funding is available in the Legislative, Public Affairs & Media FY 2019-20 Budget. (Reviewed: Administrative Committee, October 11, 2019; Recommended for Approval)

10461. Approve Contract Awards and Modifications as Approved by MSRC **McCallon**

Action Item/No Fiscal Impact

10717. Establish Board Meeting Schedule for Calendar Year 2020 **Nastri/3131**

The proposed Board Meeting Schedule for Calendar Year 2020 is submitted for Board consideration. The meeting schedule for the Administrative Committee (second Friday of the month), as well as the other standing committees, is included for information only. (Reviewed: Administrative Committee, October 11, 2019; Recommended for Approval)

Items XX through XX - Information Only/Receive and File

10446. Legislative, Public Affairs, and Media Report **Alatorre/3122**
- This report highlights the September 2019 outreach activities of the Legislative, Public Affairs and Media Office, which includes: Major Events, Community Events/Public Meetings, Environmental Justice Update, Speakers Bureau/Visitor Services, Communications Center, Public Information Center, Business Assistance, Media Relations and Outreach to Business and Federal, State, and Local Government. (No Committee Review)
10685. Hearing Board Report **Prussack/2500**
- This reports the actions taken by the Hearing Board during the period of September 1 through September 30, 2019. (No Committee Review)
10627. Civil Filings and Civil Penalties Report **Gilchrist/3459**
- This reports the monthly penalties from September 1 through September 30, 2019, and legal actions filed by the General Counsel's Office from September 1 through September 30, 2019. An Index of South Coast AQMD Rules is attached with the penalty report. (Reviewed: Stationary Source Committee, October 18, 2019)
10498. Lead Agency Projects and Environmental Documents Received **Nakamura/3105**
- This report provides, for the Board's consideration, a listing of CEQA documents received by the South Coast AQMD between September 1, 2019 and September 30, 2019, and those projects for which the South Coast AQMD is acting as lead agency pursuant to CEQA. (Reviewed: Mobile Source Committee, October 18, 2019)
10522. Rule and Control Measure Forecast **Fine/2239**
- This report highlights South Coast AQMD rulemaking activities and public hearings scheduled for 2019. (No Committee Review)
10713. Report of RFPs/RFQs Scheduled for Release in November **Jain/2804**
- This report summarizes the RFPs/RFQs for budgeted services over \$75,000 scheduled to be released for advertisement for the month of November. (Reviewed: Administrative Committee, October 11, 2019)

10715. Status Report on Major Ongoing and Upcoming Projects for Information Management **Moskowitz/3329**

Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects. (Reviewed: Administrative Committee, October 11, 2019)

10700. Approve Annual Report on AB 2766 Funds from Motor Vehicle Registration Fees for FY 2017-18 **Fine/2239**

This report contains data on the AB 2766 Subvention Fund Program for FY 2017-18 as requested by CARB. This action is to approve the AB 2766 Annual Report. (Reviewed: Mobile Source Committee, October 18, 2019; Recommended for Approval)

XX. Items Deferred from Consent Calendar

BOARD CALENDAR

- | | | | |
|--------|---|------------------------------|-----------------------|
| 10423. | Administrative Committee (Receive & File) | Chair: Burke | Nastri/3131 |
| 10472. | Legislative Committee (Receive & File) | Chair: Mitchell | Alatorre/3122 |
| 10400. | Mobile Source Committee (Receive & File) | Chair: Burke | Fine/2239 |
| 10433. | Mobile Source Air Pollution Reduction Review Committee (Receive & File) | Board Liaison: Benoit | Berry/2363 |
| 10542. | Stationary Source Committee (Receive & File) | Chair: Benoit | Dejbakhsh/2618 |
| 10377. | Technology Committee (Receive & File) | Chair: Buscaino | Miyasato/3249 |
| 10677. | California Air Resources Board Monthly Report (Receive & File) | Board Rep: Mitchell | Garzaro/2500 |

PUBLIC HEARING

10704. Certify Final Subsequent Environmental Assessment and Amend Rules 1110.2 – Emissions from Gaseous- and Liquid-Fueled Engines, and 1100 – Implementation Schedule for NOx Facilities **Nakamura/3105**

The adoption Resolution of the Final 2016 AQMP directed staff to achieve additional NOx reductions and to transition the RECLAIM program to a command-and-control regulatory structure as soon as practicable. Proposed Amended Rule 1110.2 removes exemptions previously allowed under the RECLAIM program for internal combustion engines greater than 50 brake horsepower. Engines at existing RECLAIM facilities would be required to comply with current Rule 1110.2 NOx emission limits, which represent current BARCT, and monitoring, reporting, and recordkeeping requirements. The proposed amended rule establishes ammonia limits for RECLAIM and non-RECLAIM facilities and includes other clarifications for existing provisions. Proposed Amended Rule 1100 establishes the compliance schedule for equipment at RECLAIM facilities that will be subject to Proposed Amended Rule 1110.2. This action is to adopt the Resolution: 1) Certifying the Final Subsequent Environmental Assessment for Proposed Amended Rule 1110.2 – Emissions from Gaseous- and Liquid-Fueled Engines, and Proposed Amended Rule 1100 – Implementation Schedule for NOx Facilities, and 2) Amending Rule 1110.2 – Emissions from Gaseous- and Liquid-Fueled Engines, and Rule 1100 – Implementation Schedule for NOx Facilities. (Reviewed: Stationary Source Committee, September 20, 2019)

PUBLIC COMMENT PERIOD – (Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3)

BOARD MEMBER TRAVEL – (*No Written Material*)

Board member travel reports have been filed with the Clerk of the Boards, and copies are available upon request.

CLOSED SESSION - (*No Written Material*)

Gilchrist/3459

ADJOURNMENT

*****PUBLIC COMMENTS*****

Members of the public are afforded an opportunity to speak on any agenda item before consideration of that item. Please notify the Clerk of the Board, (909) 396-2500, if you wish to do so. All agendas are posted at South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of the meeting. At the end of the agenda, an opportunity is also provided for the public to speak on any subject within the South Coast AQMD's authority. Speakers will be limited to a total of three (3) minutes for the Consent Calendar and Board Calendar and three (3) minutes or less for other agenda items.

Note that on items listed on the Consent Calendar and the balance of the agenda any motion, including action, can be taken (consideration is not limited to listed recommended actions). Additional matters can be added and action taken by two-thirds vote, or in the case of an emergency, by a majority vote. Matters raised under the Public Comment Period may not be acted upon at that meeting other than as provided above.

Written comments will be accepted by the Board and made part of the record, provided 25 copies are presented to the Clerk of the Board. Electronic submittals to cob@aqmd.gov of 10 pages or less including attachment, in MS WORD, PDF, plain or HTML format will also be accepted by the Board and made part of the record if received no later than 5:00 p.m., on the Tuesday prior to the Board meeting.

ACRONYMS

AQ-SPEC = Air Quality Sensor Performance Evaluation Center

AQIP = Air Quality Investment Program

AQMP = Air Quality Management Plan

AVR = Average Vehicle Ridership

BACT = Best Available Control Technology

BARCT = Best Available Retrofit Control Technology

Cal/EPA = California Environmental Protection Agency

CARB = California Air Resources Board

CEMS = Continuous Emissions Monitoring Systems

CEC = California Energy Commission

CEQA = California Environmental Quality Act

CE-CERT =College of Engineering-Center for Environmental Research and Technology

CNG = Compressed Natural Gas

CO = Carbon Monoxide

DOE = Department of Energy

EV = Electric Vehicle

FY = Fiscal Year

GHG = Greenhouse Gas

HRA = Health Risk Assessment

LEV = Low Emission Vehicle

LNG = Liquefied Natural Gas

MATES = Multiple Air Toxics Exposure Study

MOU = Memorandum of Understanding

MSERCs = Mobile Source Emission Reduction Credits

MSRC = Mobile Source (Air Pollution Reduction) Review Committee

NATTS =National Air Toxics Trends Station

NESHAPS = National Emission Standards for Hazardous Air Pollutants

NGV = Natural Gas Vehicle

NOx = Oxides of Nitrogen

NSPS = New Source Performance Standards

NSR = New Source Review

OEHHA = Office of Environmental Health Hazard Assessment

PAMS = Photochemical Assessment Monitoring Stations

PEV = Plug-In Electric Vehicle

PHEV = Plug-In Hybrid Electric Vehicle

PM10 = Particulate Matter \leq 10 microns

PM2.5 = Particulate Matter \leq 2.5 microns

RECLAIM=Regional Clean Air Incentives Market

RFP = Request for Proposals

RFQ = Request for Quotations

SCAG = Southern California Association of Governments

SIP = State Implementation Plan

SOx = Oxides of Sulfur

SOON = Surplus Off-Road Opt-In for NOx

SULEV = Super Ultra Low Emission Vehicle

TCM = Transportation Control Measure

ULEV = Ultra Low Emission Vehicle

U.S. EPA = United States Environmental Protection Agency

VOC = Volatile Organic Compound

ZEV = Zero Emission Vehicle

Item 6

DRAFT

BOARD MEETING DATE: November 1, 2019

AGENDA NO.

REPORT: Report of RFPs/RFQs Scheduled for Release in November

SYNOPSIS: This report summarizes the RFPs/RFQs for budgeted services over \$75,000 scheduled to be released for advertisement for the month of November.

COMMITTEE: Administrative, October 11, 2019, Reviewed

RECOMMENDED ACTION:

Approve the release of RFPs/RFQs for the month of November.

Wayne Natri
Executive Officer

SJ:tm

Background

At its January 8, 2010 meeting, the Board approved a revised Procurement Policy and Procedure. Under the revised policy, RFPs/RFQs for budgeted items over \$75,000, which follow the Procurement Policy and Procedure, no longer require individual Board approval. However, a monthly report of all RFPs/RFQs over \$75,000 is included as part of the Board agenda package and the Board may, if desired, take individual action on any item. The report provides the title and synopsis of the RFP/RFQQ, the budgeted funds available, and the name of the Deputy Executive Officer/Assistant Deputy Executive Officer responsible for that item. Further detail including closing dates, contact information, and detailed proposal criteria will be available online at <http://www.aqmd.gov/grants-bids> following Board approval on November 1, 2019.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFPs/RFQs and inviting bids will be published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders may be notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFPs/RFQQs will be emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on the Internet at South Coast AQMD's website (<http://www.aqmd.gov>) where it can be viewed by making the selection "Grants & Bids."

Proposal Evaluation

Proposals received will be evaluated by applicable diverse panels of technically-qualified individuals familiar with the subject matter of the project or equipment and may include outside public sector or academic community expertise.

Attachment

Report of RFPs/RFQQs Scheduled for Release in November 2019

**November 1, 2019 Board Meeting
Report on RFPs/RFQs Scheduled for Release on November 1, 2019**

**(For detailed information visit South Coast AQMD's website at
<http://www.aqmd.gov/nav/grants-bids> following Board approval on November 1, 2019)**

RESEARCH AND DEVELOPMENT OR SPECIAL TECHNICAL EXPERTISE

RFP #P2020-04 Issue Request for Proposal for Independent Audit Services Jain/2804

A financial audit of the South Coast AQMD is performed annually in compliance with the Government Code and Single Audit Act Amendments of 1996. This audit is performed by independent Certified Public Accountants, and their reports are addressed to the Governing Board. The contract with South Coast AQMD's current auditors expires on March 31, 2020. This RFP is for financial audit services for fiscal years 2020, 2021, and 2022. Funds for this contract are included in the FY 2020-21 Budget and will be requested for each of the remaining fiscal years of the contract.

REQUEST FOR QUALIFICATIONS AND QUOTATIONS – Prequalified Vendor List

RFQQ #QQ2020-04 Issue Request for Qualifications and Quotations to Prequalify Vendors for Computer, Network, Printer, Hardware and Software, Audio Visual Equipment. Jain/2804

On February 2, 2018, the Board approved a vendor list for the purchase of personal computer hardware, software, and installation services for a period of two years. The current vendor list expires on February 7, 2020. South Coast AQMD operational efficiency is dependent on staff's desktop computer systems, and many software applications (both off-the-shelf and in-house developed applications) are exceeding the capacity of the present desktop systems. New laptop and desktop computer systems, with adequate capacity to support current software applications, are needed to replace older laptop and desktop systems. These replacements are in accord with South Coast AQMD's Information Management Strategic Plan. This action is to issue a Request for Qualifications and Quotations to competitively develop a new list of vendors for computer, network and printer; hardware and software, audio visual equipment, for a two-year term. Funds for these purchases from the prequalified vendors lists are included in the FY 2019-20 Budget.

Item 7

DRAFT

BOARD MEETING DATE: November 1, 2019

AGENDA NO.

REPORT: Status Report on Major Ongoing and Upcoming Projects for Information Management

SYNOPSIS: Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.

COMMITTEE: Administrative, October 11, 2019, Reviewed

RECOMMENDED ACTION:
Receive and file.

Wayne Natri
Executive Officer

RMM:MAH:XC:agg

Background

Information Management (IM) provides a wide range of information systems and services in support of all South Coast AQMD operations. IM's primary goal is to provide automated tools and systems to implement Board-approved rules and regulations, and to improve internal efficiencies. The annual Budget and Board-approved amendments to the Budget specify projects planned during the fiscal year to develop, acquire, enhance, or maintain mission-critical information systems.

Summary of Report

The attached report identifies each of the major projects/contracts or purchases that are ongoing or expected to be initiated within the next six months. Information provided for each project includes a brief project description and the schedule associated with known major milestones (issue RFP/RFQ, execute contract, etc.).

Attachment

Information Management Status Report on Major Ongoing and Upcoming Projects During the Next Six Months

ATTACHMENT
November 1, 2019 Board Meeting
Information Management Status Report on Major Ongoing and
Upcoming Projects During the Next Six Months

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Office 365 Implementation	Acquire and implement Office 365 for South Coast AQMD staff	\$350,000	<ul style="list-style-type: none"> • Pre-assessment evaluation and planning completed • Board approved funding on October 5, 2018 • Developed implementation and migration plan • Acquired Office 365 licenses • Implemented Office 365 email (Exchange) and migrated all users • Trained staff in Office 365 Pro Plus desktop software 	<ul style="list-style-type: none"> • Implement Office 365 file storage (OneDrive for Business) and migrate users • Implement Office 365 internal website (SharePoint) and migrate existing content
Permitting System Automation Phase 1	New Web application to automate the filing of all permit applications with immediate processing and issuance of permits for specific application types: Dry Cleaners, Gas Stations and Automotive Spray Booths	\$694,705	<ul style="list-style-type: none"> • Automated 400A form filing, application processing, and online permit generation for Dry Cleaner, Automotive Spray Booth and Gas Station Modules deployed to production • Enhanced processing of school locations with associated parcels • Deployment of upgraded GIS Map integration and enhanced sensitive receptor identification and distance measurement work completed 	<ul style="list-style-type: none"> • Continue Phase 1.1 project outreach support

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Permitting System Automation Phase 2	Enhanced Web application to automate filing process of Permit Applications, Rule 222 equipment, and registration process for IC engines; implement electronic permit folder and workflow for internal South Coast AQMD users	\$525,000	<ul style="list-style-type: none"> • Board approved initial Phase 2 funding December 2017 • Phase 2 project startup and detail planning completed May 2018 • Business process model approved • Board approved remaining Phase 2 funding October 5, 2018 • Application submittals and form filing for 23 types of equipment under Rule 222 • Deployment of all 23 R222 equipment forms to stage for user testing completed • User demo and acceptance testing of all equipment forms completed • Forms modified based on user comments • Permitting Automation Workflow/Engineer shadowing/interviewing completed • Workflow analysis report completed 	<ul style="list-style-type: none"> • Development of application submittals and form filing of ten 400-E forms • Report outlining recommendations for automation of Permitting Workflow

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Information Technology Review Implementation	Complete Board requested Information Technology review and initiate work on implementation of key recommendations	\$75,000 (funding included in \$350,000 Office 365 implementation project)	<ul style="list-style-type: none"> • Initiated Implementation Planning and Resource Requirements for key recommendations • Completed Microsoft Project Plan training for all IM Managers, Supervisors and Secretaries • Established internal Information Technology Steering Committee, members and charter • Configured and deployed Project Management software for IM team 	<ul style="list-style-type: none"> • Office 365 deployment
Permit Application Status and Dashboard Statistics	New Web application to allow engineers to update intermediate status of applications; create dashboard display of status summary with link to FIND for external user review	\$100,000	<ul style="list-style-type: none"> • Board approved funding December 2017 • Project startup and detail planning completed • Development of Release 1 and application search module completed • User Acceptance Testing for data capture and user reports modules completed • Internal deployment of application for engineers to populate application related data completed • Enhancements requested by user completed 	<ul style="list-style-type: none"> • Continue user data input for all open applications • Deployment of external application (and linked to FIND) for regulated community to view application related data
Document Conversion Services	Document Conversion Services to convert paper documents stored at South Coast AQMD facilities to electronic storage in OnBase	\$83,000	<ul style="list-style-type: none"> • Release RFQ October 5, 2018 • Approved qualified vendors January 4, 2019 • Executed purchase orders for scanning services • Converted over 350,000 rule administrative record documents 	<ul style="list-style-type: none"> • Convert over 1,000,000 contract documents

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Replace Your Ride (RZR)	New Web application to allow residents to apply for incentives to purchase newer, less polluting vehicles	\$301,820	<ul style="list-style-type: none"> • Phase 2 Fund Allocation, Administration and Management Reporting modules deployed and in production • Final Phase 2 user requested enhancements: VIN Number, Case Manager, Auto e-mail and document library updates deployed to production • Phase 3 Data Migration development work completed • Implementation of alternative mode of transportation in the RZR application • Approval of data migration • Phase 3 moved to production 	<ul style="list-style-type: none"> • Implementation of RZR and PeopleSoft Financial integration module • Implementation of Electric Vehicle Service Equipment
South Coast AQMD Mobile Application Enhancements	Enhancement of Mobile application with addition of advance notification, alternative fuel station search, media integration, infrastructure for hourly migration, and performance improvements	\$100,000	<ul style="list-style-type: none"> • Project charter released • Task order issued, evaluated and awarded • Code development of Phase 1, alternative fuel, media integration, and performance improvements, completed 	<ul style="list-style-type: none"> • User Acceptance Testing of Phase 1 • Deployment of Phase 1 • System development in progress for Phase 2

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Legal Division New System Development	Develop new web-based case management system for Legal Division to replace existing system	\$500,000	<ul style="list-style-type: none"> • Task order issued, evaluated and awarded • Project charter finalized • Business Process Model completed • Sprint 1, 2 and 3 functional and system design completed • Testing for NOV's and MSPAP 	<ul style="list-style-type: none"> • User Acceptance Testing for civil, small claims and settlements • Sprint 4 requirements and testing: criminal, bankruptcy and non-NOV cases • Reports and data migration
Flare Event Notification – Rule 1118	Develop new web-based application to comply with Rule 1118 to improve current flare notifications to the public and staff	\$100,000	<ul style="list-style-type: none"> • Project charter released • Task order issued, evaluated and awarded • Requirement gathering and design for Sprint 1, 2, and 3 completed • Sprint 4, Public Portal implementation, completed • Major incident notification deployed 	<ul style="list-style-type: none"> • Deployment to production • Refinery user training
VW Environmental Mitigation Action Plan Project	South Coast AQMD is responsible for developing a web application for Zero-Emission Class 8 Freight and Port Drayage Truck Project & Combustion Freight and Marine Project, incentive programs, and maintaining a database that will be queried for reporting for CARB	\$355,000	<ul style="list-style-type: none"> • Project charter document released • Task order issued, evaluated and awarded • Requirement gathering and design for Phase 1, application acceptance, completed • System development for Phase 1 completed 	<ul style="list-style-type: none"> • Phase 1 system beta testing • Form creation for class 8 • System deployment to production

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
AQ-SPEC Cloud Platform	Develop a cloud-based platform to manage and visualize data collected by low-cost sensors	\$385,500	<ul style="list-style-type: none"> • Project charter released • Task order issued, evaluated and awarded • Business requirements gathering completed • System Architecture, Data Storage, and Design Data Ingestion, completed • Data Transformations, Calculations, and Averaging, completed • Dashboards, Microsites, Data Migration, completed 	<ul style="list-style-type: none"> • Release 2 User Acceptance Testing and deployment
PeopleSoft Electronic Requisition	South Coast AQMD is implementing electronic requisition for PeopleSoft Financials. This will allow submittal of requisitions online, tracking multiple levels of approval, electronic archival, pre-encumbrance of budget, and streamlined workflow	\$75,800	<ul style="list-style-type: none"> • Project charter released • Task order issued, evaluated and awarded • Requirement Gathering and System Design completed • System Setup and Code Development and user testing for Information Management, completed • System Setup and Code Development and user acceptance testing completed for AHR (Admin and Human Resources), completed • 	<ul style="list-style-type: none"> • Deployment to IM and AHR divisions • Integrated User Testing for other divisions

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Data Cable Infrastructure Installation	Vendor to install a full, turnkey data cable infrastructure system with the latest technical specifications that can provide connectivity and a broader network bandwidth	\$250,000	<ul style="list-style-type: none"> • Released RFP July 12, 2019 • Board approved October 4, 2019 	<ul style="list-style-type: none"> • Execute contract November 12, 2019 • Complete implementation February 28, 2020
CLASS Database Software Licensing	Purchase Actian Ingres database software licensing, support and maintenance for the CLASS system for a one-year period (November 30, 2019 through November 30, 2020)	\$262,000	<ul style="list-style-type: none"> • Board approved October 4, 2019 	<ul style="list-style-type: none"> • Execute contract November 30, 2019
Prequalify Vendor List for PCs, Network Hardware, etc.	Establish list of prequalified vendors to provide customer, network, and printer hardware and software, and to purchase desktop computer hardware upgrades	\$300,000		<ul style="list-style-type: none"> • Release RFQQ November 1, 2019 • Approve Vendors List February 7, 2020

Projects that have been completed within the last 12 months are shown below.

Completed Projects

Project	Date Completed
Ingres Database Migration to Version 11	August 23, 2019
Renewal of OnBase Software Support	July 15, 2019
Telecommunications Service	July 15, 2019
AB 617 – Community Monitoring Data Display Web Application	July 9, 2019
Online filing of Rule 1415 – Reduction of Refrigerant Emissions System	June 5, 2019
South Coast AQMD Mobile Application for Android devices	May 30, 2019
Renewal of HP Server Maintenance & Support	April 30, 2019
Implementation of Enterprise Geographic Information System (EGIS) Phase II	March 11, 2019
FIND (Facility Information Detail) upgrade	February 21, 2019
CLASS Database Software Licensing and Support	November 30, 2018
South Coast AQMD Mobile Application for IOS devices Phase I	November 2, 2018

Item 8

DRAFT

BOARD MEETING DATE: November 1, 2019

AGENDA NO.

REPORT: Establish Board Meeting Schedule for Calendar Year 2020

SYNOPSIS: The proposed Board Meeting Schedule for Calendar Year 2020 is submitted for Board consideration. The meeting schedule for the Administrative Committee meeting, (second Friday of the month), as well as the other standing committees is included for information only.

COMMITTEE: Administrative, October 11, 2019; Recommended for Approval

RECOMMENDED ACTION:

Adopt the attached Resolution establishing the 2020 Board Meeting Schedule.

Dr. William A. Burke, Chair
Administrative Committee

nv

Calendar Year 2020 Board Meeting Schedule

<u>MONTH</u>	<u>DATE</u>	<u>START TIME</u>
January:	January 10*	9:00 a.m
February:	February 7	9:00 a.m
March:	March 6	9:00 a.m
April:	April 3	9:00 a.m
May:	May 1	9:00 a.m
June:	June 5	9:00 a.m
July:	July 10*	9:00 a.m
September:	September 4	9:00 a.m
October:.....	October 2.....	9:00 a.m
November:.....	November 6.....	9:00 a.m
December:	December 4	9:00 a.m

*January and July meetings scheduled for 2nd Friday of the month, to accommodate New Year's Day (January 1st) and Independence Day (July 4th) holidays.

Attachments

1. Resolution
2. Proposed 2020 Meeting Schedule for Governing Board and Standing Committees

RESOLUTION NO. 19-_____

A Resolution of the South Coast Air Quality Management District Governing Board setting the time and place of regular meetings.

WHEREAS, the regular meetings of the South Coast Air Quality Management District Governing Board have been established by Resolution in the past, and

WHEREAS, the Governing Board is establishing the regularly scheduled meetings for Calendar Year 2020.

NOW, THEREFORE, BE IT RESOLVED that, effective January 2020, the regular meetings of the Governing Board shall be held at 9:00 a.m. on the first Friday of each month, except for January and July to accommodate holidays and August where there is no meeting scheduled, in the Auditorium at South Coast AQMD Headquarters, 21865 Copley Dr., Diamond Bar, California.

Dated: _____

Denise Garzaro, Clerk of the Boards

South Coast AQMD Governing Board & Standing Committees

Proposed 2020 Meeting Schedule

GOVERNING BOARD	STANDING COMMITTEES				
Time – 9:00 a.m.	Legislative Time – 9:00 a.m.	Administrative Time – 10:00 a.m.	Mobile Source Time – 9:00 a.m.	Stationary Source Time – 10:30 a.m.	Technology Time – 12:00 p.m.
January 10*	January 17	January 17	January 24	January 24	January 24
February 7	February 14	February 14	February 21	February 21	February 21
March 6	March 13	March 13	March 20	March 20	March 20
April 3	April 10	April 10	April 17	April 17	April 17
May 1	May 8	May 8	May 15	May 15	May 15
June 5	June 12	June 12	June 19	June 19	June 19
July 10*	July 17	July 17	July 24	July 24	July 24
August	DARK				
September 4	September 11	September 11	September 18	September 18	September 18
October 2	October 9	October 9	October 16	October 16	October 16
November 6	November 13	November 13	November 20	November 20	November 20
December 4	December 11	December 11	No Meeting	No Meeting	No Meeting

*Second Friday of the month to accommodate holiday.

Item 9

DRAFT

BOARD MEETING DATE: November 1, 2019

AGENDA NO.

PROPOSAL: Recognize Revenue, Appropriate Funds, and Issue Solicitations and Purchase Orders for Air Monitoring Programs

SYNOPSIS: South Coast AQMD expects to receive U.S. EPA Section 105 Grant funds up to \$794,261 for the FY 2020 (28th Year) PAMS Program. During the first quarter of FY 2019-20, \$54,965 has been spent on unbudgeted capital assets for replacement of air monitoring equipment, and in December 2018, the Board authorized restoration of \$222,500 from the General Fund Undesignated (Unassigned) Fund Balance in support of the criteria pollutant air monitoring network. These actions are to: 1) recognize revenue and appropriate funds when they become available for the PAMS Program; 2) appropriate funds from the General Fund Undesignated (Unassigned) Fund Balance into the District General FY 2019-20 Budget; 3) appropriate funds from the General Fund Undesignated (Unassigned) Fund Balance into Science & Technology Advancement's FY 2019-20 Budget; and 4) issue solicitations and purchase orders for air monitoring equipment.

COMMITTEE: Administrative, October 11, 2019; Recommended for Approval

RECOMMENDED ACTIONS:

1. Recognize revenue, upon receipt, and appropriate funds in the amount of \$404,261 (\$390,000 was previously included in Salaries & Employee Benefits within the FY 2019-20 Budget) for the U.S. EPA Section 105 Grant for the 28th Year PAMS Program into Science & Technology Advancement's (STA) (Org 47) FYs 2019-20 and/or 2020-21 Budgets, Services and Supplies and Capital Outlays Major Objects, as set forth in Table 1.
2. Appropriate \$54,965 from the General Fund Undesignated (Unassigned) Fund Balance to the District General FY 2019-20 Budget, Capital Outlays Major Object, Capital Outlays Account (unbudgeted capital assets), to restore funds used to replace air monitoring equipment.
3. Appropriate \$222,500 from the General Fund Undesignated (Unassigned) Fund Balance to the STA FY 2019-20 (Org 44) Budget, Capital Outlays Major Object,

Capital Outlays Account, for the replacement of criteria pollutant network equipment listed in Table 2.

4. Authorize the Procurement Manager, in accordance with South Coast AQMD's Procurement Policy and Procedure, to issue "Prior Bid, Last Price" purchase orders or a solicitation(s), as needed, followed by a purchase order for the equipment listed in Table 2, as follows:
 - a. Up to eight gas dilution systems in an amount not to exceed \$178,000; and
 - b. Up to five ozone monitors in an amount not to exceed \$44,500.
5. Authorize the Procurement Manager, in accordance with South Coast AQMD's Procurement Policy and Procedure, to issue sole source or "Prior Bid, Last Price" purchase orders, or a solicitation(s), as needed, followed by a purchase order, for the equipment listed in Table 3, as follows:
 - a. Up to two portable gas dilution systems in an amount not to exceed \$25,000;
 - b. Up to two NO/NOx monitors in an amount not to exceed \$25,000;
 - c. Up to three Teledyne API Model T701H Zero (Pure) Air Generators in an amount not to exceed \$25,000; and
 - d. One Thermo ISQ-EC Mass Spectrometer and associated equipment in an amount not to exceed \$90,000.
6. Authorize the Procurement Manager, in accordance with South Coast AQMD's Procurement Policy and Procedure, to issue sole source purchase orders with FluxSense, Inc., in an amount not to exceed \$120,700 for instrument installation and related services and supplies.

Wayne Nastri
Executive Officer

MMM:JCL:RMB:AP:ld

Background

PAMS Program

In February 1993, the U.S. EPA promulgated the PAMS regulations for areas classified as serious, severe or extreme nonattainment. These regulations require the South Coast AQMD to conduct monitoring for ozone precursors with enhanced monitoring equipment at multiple sites. The PAMS Program also funds the meteorological upper air stations located at LAX and Ontario airports, along with Irvine and Moreno Valley. Since the onset of the PAMS Program, the U.S. EPA has annually allocated Section 105 Grant funds in support of this requirement.

Budget

The Draft FY 2018-19 Budget request included replacement instruments for gaseous measurements in the amount of \$445,000. During the FY 2018-19 Annual Budget review process, the Board directed staff to reduce budgeted expenditures to achieve a balanced budget with the understanding that the reductions could be restored if necessary as a mid-year FY 2018-19 budget adjustment dependent on the year end FY 2017-18 financial results. This included reducing the \$445,000 allocation for equipment to \$222,500. In the December 2018 Board letter, the Board approved the restoration of \$3,611,776 to the FY 2018-19 Budget including \$222,500 for the replacement of instruments for gaseous measurements. The December Board letter did not include an action to authorize issuing solicitations and/or purchase orders for these instruments. In addition, the adopted FY 2019-20 Budget included \$75,000 for unbudgeted capital assets to provide for unforeseen needed equipment.

MATES V

Since January 2018, the South Coast AQMD has been conducting monitoring at ten fixed locations as part of MATES V. The main purpose of MATES V is to characterize long-term regional air toxics levels in residential and commercial areas. However, the majority of the fixed-site MATES V monitoring is not intended to provide real-time data, nor target “hot spots” near major pollution sources. Thus, advanced technologies were deployed to complement fixed-site monitoring and conduct enhanced air toxics measurements at local scales with a focus on EJ communities near refineries. In November 2017, the Board authorized purchase orders to FluxSense, Inc., in an amount not to exceed \$1,300,000 for remote sensing measurement equipment and related services and supplies in FYs 2017-18 and 2018-19, but not all of these purchases were initiated by June 30, 2019.

Proposal

PAMS Program

The estimated U.S. EPA Section 105 Grant for the 28th Year PAMS Program funding is \$794,261 based on the 27th Year PAMS Program funding levels. This action is to recognize revenue, upon receipt, and appropriate a portion of the estimated funds in the amount of \$404,261 (with the remainder of \$390,000 already included in Salaries and Employee Benefits within the FY 2019-20 Budget) into the Services and Supplies and Capital Outlays Major Objects in STA’s FYs 2019-20 and/or 2020-21 Budgets, as set forth in Table 1. The U.S. EPA concurs with staff’s proposed allocation.

Budget

During the first quarter of FY 2019-20, \$54,965 was spent on capital assets for the replacement of air monitoring equipment. This action is to appropriate \$54,965 from the General Fund Undesignated (Unassigned) Fund Balance to the District General FY 2019-20 Budget, Capital Outlays Major Object, Capital Outlays Account (unbudgeted capital assets), to restore these funds for potential future use. In addition, because there

was no authorization to purchase the replacement of instruments for gaseous measurements in the December 2018 Board letter, this action is to appropriate \$222,500 and authorize the purchase of air monitoring equipment as set forth in Table 2.

Proposed Purchases and Purchasing Methods

Gas Dilution Systems

U.S. EPA requires the measurement of criteria pollutants at multiple sites. Periodic calibration of the air monitors is required to meet U.S. EPA quality control criteria. Gas dilution systems are necessary to provide a known concentration of gas standard required for the calibration of air monitoring equipment. The current gas dilution systems are greater than ten years old and are in need of replacement. The approximate cost for up to eight gas dilution systems is \$178,000 (see Table 2). The purchase will be made by “Prior Bid, Last Price” or through a solicitation process, as needed, followed by issuance of a purchase order(s).

Ozone Monitors

U.S. EPA requires the measurement of ozone for areas in non-attainment. South Coast AQMD operates a network of 28 ozone monitors to obtain data regarding public exposure to air contaminants. Many of the ozone monitors have been replaced, but the remaining five instruments are greater than ten years old and are in need of replacement. The approximate cost for up to five ozone monitors is \$44,500 (see Table 2). The purchase will be made by “Prior Bid, Last Price” or through a solicitation process, as needed, followed by issuance of a purchase order(s).

Portable Gas Dilution Systems

U.S. EPA’s PAMS Program requires the measurement of ozone precursors with enhanced monitoring equipment at multiple sites. Periodic calibration of the air monitors is required to meet U.S. EPA quality control criteria. Gas dilution systems are necessary to provide a known concentration of gas standard required for the calibration of air monitoring equipment. The current gas dilution systems are greater than ten years old and are in need of replacement. The purchase order will be made by “Prior Bid, Last Price” or through an informal solicitation, if necessary, as allowed by the South Coast AQMD’s Procurement Policy and Procedure which authorizes informal bids for equipment under \$25,000. The estimated cost for two gas dilution systems is approximately \$25,000.

NO/NO_x Monitors

PAMS requirements include monitoring for NO/NO_x as a means of determining nitrogen dioxide (NO₂). The estimated cost of a NO/NO_x monitor is \$12,500. The purchase will be made by “Prior Bid, Last Price” or through an informal solicitation, if necessary, as allowed by the South Coast AQMD’s Procurement Policy and Procedure

which authorizes informal bids for equipment under \$25,000. The estimated cost for up to two NO/NOx monitors is approximately \$25,000.

Zero Air Generators

Zero air generators are necessary to deliver contaminant-free air required for the operation of air monitoring equipment in support of PAMS measurement and audit requirements. The purchase will be made by “Prior Bid, Last Price” or through an informal solicitation, if necessary, as allowed by the South Coast AQMD’s Procurement Policy and Procedure which authorizes informal bids for equipment under \$25,000. The estimated cost for up to three zero air generators is approximately \$25,000.

Mass Spectrometer

Ultra High Performance Liquid Chromatography (UHPLC) is used to detect several analytes of interest under the PAMS Program. This mass spectrometer will be connected to the laboratory’s existing UHPLC. It will allow for the deconvolution of co-eluting compounds and assist with the identification of unknown contaminants. This will result in a higher quality of data and aid in the troubleshooting of any future sampling issues. The estimated cost for one Thermo ISQ-EC mass spectrometer and associated equipment is \$90,000 and is available from only one source.

MATES V

This action is to authorize the Procurement Manager to issue the remaining purchase orders with FluxSense, Inc., in an amount not to exceed \$120,700 in FY 2019-20 to complete the installation of the optical remote sensing equipment and related services and supplies.

Sole Source Justification

Section VIII.B.3 of the South Coast AQMD’s Procurement Policy and Procedure identifies four major provisions under which a sole source award may be justified when funded in whole or in part with federal funds. Requests for sole source purchases from Thermo Fisher Scientific Inc. is made under Section VIII.B.3.a. The item is only available from one source. The mass spectrometer sold by Thermo Fisher Scientific Inc. is the only mass spectrometer that will work with the laboratory’s current Thermo UHPLC and associated instrumental software.

Resource Impacts

The U.S. EPA Section 105 Grant funding will support the operation of the PAMS Program and fund Capital Outlays, Supplies and Services, and Salaries and Employee Benefits to meet necessary objectives of the Program. Upon approval of this Board letter, sufficient funding will be available in the FY 2019-20 Budget.

Attachments

Table 1: Proposed 28th Year PAMS Expenditures for FYs 2019-20 and/or 2020-21

Table 2: Proposed STA Capital Outlay Expenditures for FY 2019-20

Table 3: Proposed PAMS Capital Outlay Expenditures for FYs 2019-20 and/or 2020-21

Table 1
Proposed 28th Year PAMS Expenditures for FYs 2019-20 and/or 2020-21

Account Description	Account Number	Program Code	Estimated Expenditure
Services & Supplies Major Object:			
Rents & Leases Equipment	67300	47530	\$500
Rents & Leases Structure	67350	47530	8,000
Professional and Special Services: Data Management and Analysis	67450	47530	18,100
Professional and Special Services: Relocate, Calibrate & Certify PAMS Auto-GC	67450	47530	22,000
Temp Agency Services	67460	47530	5,000
Demurrage Expenses	67550	47530	10,000
Maintenance of Equipment	67600	47530	70,000
Building Maintenance	67650	47530	9,000
Travel	67800	47530	5,000
Communications	67900	47530	1,973
Laboratory Supplies	68050	47530	57,000
Office Expense	68100	47530	5,000
Small Tools, Instruments, Equipment	68300	47530	21,688
Training	69500	47530	6,000
Total Services & Supplies Major Object:			\$239,261
Capital Outlays Major Object:			
Portable Gas Dilution Systems (Up to 2)	77000	47530	\$25,000
NO/NOx Monitors (Up to 2)	77000	47530	25,000
Zero (Pure) Air Generator (Up to 3)	77000	47530	25,000
LC Mass Spectrometer	77000	47530	90,000
Total Capital Outlays Major Object:			\$165,000
FY 2019-20 and/or FY 2020-21 Appropriations			\$404,261

*\$390,000 was previously included in Salaries & Employee Benefits within the FY 2019-20 Budget.

Table 2
Proposed STA Capital Outlay Expenditures for FY 2019-20

Description	Qty	Estimated Amount	Contracting Method
Gas Dilution Systems	Up to 8	\$178,000	'Prior Bid, Last Price' or Solicitation
Ozone Monitors	Up to 5	\$44,500	'Prior Bid, Last Price' or Solicitation
Total		\$222,500	

Note: Quantities in Table 2 and 3 may be adjusted as monitoring needs are identified (not to exceed total estimated amount)

Table 3
Proposed PAMS Capital Outlay Expenditures for FYs 2019-20 and/or 2020-21

Description	Qty	Funding Source	Estimated Amount	Contracting Method
Portable Gas Dilution Systems	Up to 2	PAMS 28th Year	\$25,000	'Prior Bid, Last Price' or Solicitation
NO/NOx Monitors	Up to 2	PAMS 28th Year	\$25,000	'Prior Bid, Last Price' or Solicitation
Teledyne API Model T701H Zero (Pure) Air Generators	Up to 3	PAMS 28th Year	\$25,000	'Prior Bid, Last Price' or Solicitation
Thermo ISQ-EC Mass Spectrometer and Associated Equipment	1	PAMS 28th Year	\$90,000	Sole Source
Total			\$165,000	

Note: Budgeted in Capital Outlays Major Object in Table 1

Item 10

DRAFT

BOARD MEETING DATE: November 1, 2019

AGENDA NO.

PROPOSAL: Amend Contracts for Legislative Representation in Washington, D.C.

SYNOPSIS: The current contracts for legislative and regulatory representation in Washington D.C. with Kadesh & Associates, LLC, Cassidy & Associates, and Carmen Group Inc., expire on January 14, 2020. Each of these contracts includes an option for two one-year extensions. This action is to consider approval of the first one-year extension of the existing contracts for Calendar Year 2020 with Kadesh & Associates, LLC for \$226,400; Cassidy & Associates for \$216,000; and Carmen Group Inc. for \$222,090 as South Coast AQMD's legislative and regulatory representatives in Washington D.C., to further the agency's policy positions at the federal level. Sufficient funding is available in the Legislative, Public Affairs & Media FY 2019-20 Budget.

COMMITTEE: Legislative, October 11, 2019; Recommended for Approval

RECOMMENDED ACTIONS:

Authorize the Chairman to execute contract extensions with 1) Kadesh & Associates for \$226,400; 2) Cassidy & Associates, Inc. for \$216,000; and 3) Carmen Group, Inc. for \$222,090, for legislative consulting services in Washington, D.C. for one year beginning on January 15, 2020, with an option for up to one one-year renewal, upon satisfactory performance, at the Board's discretion.

Wayne Natri
Executive Officer

DJA:RR:LTO:jns

Background

After a competitive request for proposals process in 2018, the Board selected Kadesh & Associates, LLC, Cassidy & Associates, and the Carmen Group Inc., for legislative and regulatory representation in Washington, D.C. for one year beginning on January 15, 2019, with an option for up to two one-year renewals, upon satisfactory performance, at

the Board's discretion. Each of the three one year contracts will expire on January 14, 2020; however, each agreement includes an option for two one-year extensions.

The firms have been effective in working with the Board and staff to maintain a continued and noticeable presence to advance the Board's agenda for federal legislative and regulatory issues. They have effectively organized meetings with the Administration, Congressional Members and staff, industry, environmental and health organizations and other stakeholders. These meetings have strengthened South Coast AQMD's presence and ability to provide information to policymakers in Washington, D.C. The consultants planned and helped facilitate Governing Board Member and staff trips to Washington, D.C. in February and September 2019. South Coast AQMD met with the Administration, key Congressional Members and staff, industry and health organizations on the Cleaner Trucks Initiative, rollback of Corporate Average Fuel Economy Standards and the revocation of the California Waiver, as well as appropriations for the Diesel Emission Reduction Act program (DERA), Targeted Airshed Grants, Section 103/105 and other funding programs. The federal consultants also assisted in educating the South Coast AQMD Congressional Delegation and key Members of Congress on attainment issues related to the federal government doing its fair share to reduce emissions from mobile sources to improve public health for the residents of the South Coast region.

In June 2019, there was an effort to increase funding for the DERA program by redirecting funds from the Targeted Airshed Grants program. The consultants in coordination with South Coast AQMD Executive Management and staff were able to educate key Congressional offices on the importance of Targeted Airshed Grants which provide funding to extreme and severe nonattainment regions to reduce ozone and particulate matter. These efforts prevented a reduction in funding available through the Targeted Airshed Grants program. Further, the appropriations levels for DERA and Targeted Airshed Grants were increased in the proposed Fiscal Year 2020 Senate Appropriations bill.

Additionally, the consultants have worked well to create well-rounded, strategic relationships for South Coast AQMD by consistently updating our Southern California Congressional Delegation, hosting Business Roundtables, and targeted meetings with health organizations and industry groups such as the U.S. Chamber of Commerce. These relationships have elevated South Coast AQMD's ability to communicate critical information to decisionmakers in Washington, D.C.

The consultants have represented South Coast AQMD well and continued representation in Washington, D.C. is necessary to further the agency's policy objectives in the future. The key items on the agenda for South Coast AQMD in 2020 are attainment issues related to the Clean Air Act and increased federal support in terms of funding and regulations to reduce emissions from federal sources of air pollution.

South Coast AQMD also must maintain a strong presence in Washington, D.C. because the Surface Transportation bill is on the horizon and discussions are ongoing.

It is critical that South Coast AQMD be involved in policy development relating to federal air quality legislation, federal Clean Air Act implementation, subvention funding, and special grants, and that all these issues and any other related matters are closely monitored. Therefore, staff recommends continued direct representation and advocacy of South Coast AQMD's policy positions on environmental issues in Washington, D.C.

Proposal

Staff recommends retaining Kadesh & Associates, LLC, Cassidy & Associates, and Carmen Group Inc., for Calendar Year 2020, given their successful efforts in 2019 and the ability to build upon them in the coming year. Continuity of representation will help build on past relationships and policy initiatives to increase the successful outcomes of South Coast AQMD policy objectives going forward.

Pursuant to the original contract, the Board has discretion to exercise options for the two one-year extensions. This proposal is to approve the first one-year extension for all three consulting contracts.

Resource Impacts

The Legislative, Public Affairs, and Media Budget for FY 2019-2020 has sufficient funds for legislative advocacy in Washington D.C.

Item 11

DRAFT

BOARD MEETING DATE: November 1, 2019

AGENDA NO. XX

PROPOSAL: Amend Contracts for Legislative Representation in Sacramento, California

SYNOPSIS: The current contracts for legislative representation in Sacramento with Quintana, Watts and Hartmann; Joe A. Gonsalves & Son; and California Advisors, LLC expire on December 31, 2019. Based on the firms' effective performance during the second year of their current contracts, this action is to approve a second one-year extension of the contracts with these three lobbying firms in the amount of \$143,000 each, for legislative lobbying services in Sacramento for Calendar Year 2020. Sufficient funding is available in the Legislative, Public Affairs & Media FY 2019-20 Budget.

COMMITTEE: Administrative, October 11, 2019; Recommended for Approval

RECOMMENDED ACTIONS:

1. Authorize the Chairman to execute a one-year extension of the contract with Quintana, Watts and Hartmann at the current contract amount of \$143,000;
2. Authorize the Chairman to execute a one-year extension of the contract with Joe A. Gonsalves & Son at the current contract amount of \$143,000; and
3. Authorize the Chairman to execute a one-year extension of the contract with California Advisors, LLC at the current contract amount of \$143,000.

Wayne Natri
Executive Officer

DJA:PC:jns

Background

As a leading air quality agency in California and an innovative leader in developing emission reduction programs, the South Coast AQMD is an important contributor to the policy discussions and activities in Sacramento. It is important to ensure that the South Coast AQMD's input continues to be conveyed in a timely and meaningful manner, and that the South Coast AQMD is involved in the day-to-day policy discussions in Sacramento in order to promote and achieve cleaner air, both through policy

development and through obtaining sufficient funding to implement the 2016 AQMP and other needed air quality programs and projects.

In 2019, the lobbying firms of Quintana, Watts and Hartmann, Joe A. Gonsalves & Son, and California Advisors, LLC professionally represented the South Coast AQMD in Sacramento and performed at a very high level.

The South Coast AQMD has benefited from its continued association with Quintana, Watts and Hartmann. The firm's Principal, David Quintana, has a professional history which spans over 20 years, with extensive expertise in a wide range of issue areas. Mr. Quintana served as a Legislative Director in the State Senate and as a Consultant for the Senate Committee on Public Safety. He has extensive experience in numerous sectors, including environmental, energy, tribal issues, labor, finance, education, and high-tech/social media. He currently specializes in legislative advocacy on transportation, environmental, and energy issues. Mr. Quintana is able to employ effective strategies that fit South Coast AQMD's needs. Consequently, his firm has special capabilities that will help ensure that South Coast AQMD efforts with respect to the California Legislature and others are the most effective to garner support for South Coast AQMD's funding and policy needs for the 2016 AQMP.

Joe A. Gonsalves & Son is a Sacramento lobbying firm with decades of experience and strong ties to legislators on both sides of the aisle, as well as many cities throughout the state, including several within the South Coast AQMD's jurisdiction. With over 30 years of experience, the firm's principals are well-respected and knowledgeable on many local and statewide issues. They also work well with both Democratic and Republican Governors and their Administrations. During multiple occasions, while representing the South Coast AQMD, this consulting team has secured access for staff and Board Members to legislators and key staff at critical junctures. They consistently demonstrate creativity in providing solutions and alternatives to legislative challenges to help facilitate the South Coast AQMD's ability to achieve its clean air mission and support the 2016 AQMP.

Will Gonzalez, principal of California Advisors, LLC, has over 17 years of legislative and political experience. In 2002 he established his own firm, Gonzalez Public Affairs, which specialized in legislative advocacy on transportation, environmental, and energy issues and prided itself on policy expertise and close bipartisan relationships. The firm achieved significant legislative victories for its clients including securing millions in state transportation funding, helping pass sweeping renewable energy laws, and spearheading efforts to reform state procurement. As a Legislative Director in the state Legislature, Mr. Gonzalez helped secure over \$180 million in state funding for compressed natural gas transit buses and for innovative air quality programs to help the Sacramento region meet its conformity requirements. Upon leaving the Legislature, Mr. Gonzalez joined and lobbied on behalf of a major motor company and the Alliance of Automobile Manufacturers in California and twelve other western states. He is credited

with securing state grants and tax incentives for electric and alternative fuel vehicles worth over \$140 million. Mr. Gonzalez has a comprehensive understanding of both politics and policy and an extensive history of successfully representing the South Coast AQMD's policy interests in Sacramento. He and his firm are able to effectively represent the South Coast AQMD and pursue its funding needs and policy priorities in Sacramento, with the Legislature, Governor and state agencies, as needed.

Throughout the year, the three firms have closely coordinated with the South Coast AQMD and each other to advance the Board's interests and policies. With great effectiveness and in coordination with South Coast AQMD staff, they have moved the Board's legislative agenda forward by meeting with legislators and staff, testifying in committees, and keeping South Coast AQMD's Legislative Committee and staff apprised of the latest developments in Sacramento. They have successfully negotiated bill language with legislative offices and committee staff and, when necessary, worked to have bills held in committee or otherwise not move forward if they were detrimental to the Board's legislative/policy positions.

The three firms have also worked closely with staff to ensure that the South Coast AQMD was strategically aware of the policy and political considerations related to pending legislative proposals. The constant communication among the firms and staff was essential in ensuring that correct messaging was communicated to Sacramento legislators and staff, as well as the Governor's Office in a timely fashion. Their diligent efforts and ability to gather and communicate key information in a highly time-sensitive atmosphere were critical to supporting the South Coast AQMD's interests.

Cumulatively, during the 2019 state legislative year, the three consultant firms skillfully contributed to legislative efforts that led to South Coast AQMD budgetary and legislative successes, including the following:

- 1) Securing \$50 million in statewide monies (primarily from the Greenhouse Gas Reduction Fund (GGRF)) for local air districts to fund implementation of community air monitoring systems and community emission reduction programs, mandated by state law [AB 617(Garcia)] in 2017, with a significant portion of those funds to be directed to the South Coast region;
- 2) Securing \$245 million in AB 617 related incentive funding from the GGRF to be awarded to local air districts statewide to facilitate co-benefit criteria pollutant emission reductions. These funds will help accelerate the turnover of older, polluting medium- and heavy-duty vehicles to cleaner ones.
- 3) Extensive activity, including outreach to stakeholders and state electeds' offices, providing political strategic advice to South Coast AQMD staff, and other efforts focused on moving SB 732 (Allen) through the state Legislature. This bill, currently

a 2-year bill, is sponsored by the South Coast AQMD and seeks authorization from the Legislature to create a voting district in the South Coast region to allow local funding measures to be placed on a regional ballot that would give the community the opportunity to decide if they want to invest in clean air and address climate change; and

- 4) Securing amendments to at least 5 state bills in line with clean air priorities.

The three firms worked together to create an efficient and effective consultant team for the South Coast AQMD. Their policy and political insights inform the South Coast AQMD and strengthen its presence, credibility, and ability to support the Board's policy priorities and pursue funding needs in Sacramento. At this critical point in time, it is important that the momentum and political and stakeholder partnerships continue in the coming year as we continue to work towards successful outcomes pertaining to air quality related legislation and funding proposals, consistent with the South Coast AQMD's mission and policy goals, including implementation of the 2016 AQMP.

Proposal

The contracts with the three firms expire on December 31, 2019, respectively. Staff is highly satisfied with the performance of the three firms and recommends that the Board retain them for Calendar Year 2020.

The present contracts have options for two one-year extensions that may be exercised at the Board's discretion, pursuant to the original RFP. This proposal is to approve the second one-year extension for each of the contracts.

Resource Impacts

The Legislative, Public Affairs & Media Budget for FY 2019-20 contains sufficient funds for this action.



South Coast Air Quality Management District

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[↑ Back to Agenda](#)

Item 12

LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, JULY 19, 2019 MEETING MINUTES

MEMBERS PRESENT:

Council Member Ben Benoit, LGSBA Chairman (Board Member)
Paul Avila, P.B.A. & Associates
Geoffrey Blake, Metal Finishers of Southern California
Todd Campbell, Clean Energy
LaVaughn Daniel, DancoEN
John DeWitt, JE DeWitt, Inc.
Bill LaMarr, California Small Business Alliance
Rita Loof, RadTech International
Eddie Marquez, Roofing Contractors Association
Council Member Carlos Rodriguez, City of Yorba Linda
David Rothbart, Los Angeles County Sanitation Districts

MEMBERS ABSENT:

Supervisor V. Manuel Perez (Board Member)
Supervisor Janice Rutherford (Board Member)
Felipe Aguirre
Mayor Pro Tempore Rachelle Arizmendi, City of Sierra Madre
Mayor Cynthia Moran, City of Chino Hills

OTHERS PRESENT:

Ruthanne Taylor Berger, Board Member Consultant (*Benoit*)
Andy Silva, San Bernardino County

SOUTH COAST AQMD STAFF:

Derrick Alatorre, Deputy Executive Officer
Sujata Jain, Chief Financial Officer
Nancy Feldman, Principal Deputy District Counsel
Ian MacMillan, Planning & Rules Manager
David Ono, Sr. AQ Engineering Manager
Saad Karam, Systems & Programming Supervisor
De Groeneveld, Sr. Information Technology Specialist
Elaine-Joy Hills, AQ Specialist
Van Doan, AQ Specialist

Agenda Item #1 - Call to Order/Opening Remarks

Chair Ben Benoit called the meeting to order at 11:30 a.m.

Agenda Item #2 – Approval of June 14, 2019 Meeting Minutes/Review of Follow-Up/Action Items

Chair Benoit called for approval of the June 14, 2019 meeting minutes. The minutes were approved unanimously.

Agenda Item #3 – Review of Follow Up/Action Items

Responses to the June 14, 2019 action items were provided during the discussion of Agenda Item #7 – Other Business.

Agenda Item #4 – Fiscal Year (FY) 2019-20 General Fund Budget and Fee Agreement

Ms. Sujata Jain presented on South Coast Air Quality Management District's (South Coast AQMD) Fiscal Year (FY) 2019-20 General Fund Budget and Fee Agreement.

Ms. Rita Loof stated the policy requires 20% unreserved funds, which the balance was reducing, and asked if the Governing Board (GB) approved that reduction. Ms. Jain replied that the policy maintains the unreserved fund at 20%. It is projected to be below 20% in the fourth and fifth years to accommodate delayed costly projects. However, they are only estimates and more accurate numbers are presented as we reach that year. Historically, the fifth year projections are low, but increases to approximately 20% as that year approaches. Ms. Loof asked if the GB needs to adopt a new policy if the projection deviates from the current policy of 20%. Ms. Jain replied that the GB does not need to change the policy annually as long as we stay near 20%.

Chair Benoit clarified that 20% is a goal and not a rigid requirement.

Mr. Paul Avila asked if the proposed tax increase is approved, would the funds be added to the general fund or a separate fund. Mr. Alatorre replied there isn't a tax increase, relating to South Coast AQMD, in the near future. The first step is to obtain authorization to create a voting district.

Mr. Bill LaMarr stated that the California Small Business Alliance members agree with the consumer price index (CPI) of 3.5%. Mr. LaMarr commented that it took South Coast AQMD a long time to recover funds from the state for Assembly Bill (AB) 617 activities and asked if the unreserved funds were used for those activities. Ms. Jain replied that the first fund allotment for AB 617 was received in June 2018 and South Coast AQMD was using its unreserved funds prior to reimbursement. Mr. Alatorre confirmed that South Coast AQMD gets reimbursed for funds used towards specific program expenses, such as AB 617.

Mr. LaMarr asked if potential interests gained from investment of unreserved funds are lost awaiting reimbursement. Chair Benoit indicated that the state fund reimbursement process is slow. However, interests gained from safe accounts used by government agencies are very low, therefore, such impacts are insignificant.

Mr. Carlos Rodriguez referenced the slide on the general fund budget five year projection and asked why \$5.1 million was drawn from the unreserved fund during FY 2018-19. Ms. Jain replied that during the mid-year budget balance, staff proposed to the GB to appropriate funds for expenses such as additional staffing, permit automation projects, and building repairs.

Agenda Item #5 – Permit Streamlining Efforts and Backlog Reduction Update

Mr. David Ono presented on permit streamlining efforts and provided an update on the permit backlog reduction.

Mr. Avila asked how long it would take to obtain a permit for simple applications, such as gasoline storage and dispensing equipment (GSD). Mr. Ono replied there is an online permit application tool available that allows applicants to obtain a permit for a GSD within an hour. However, if the equipment is located near a school or has a high potential to emit, then it would take longer than an hour as a public notice or further review is needed.

Mr. John DeWitt asked how many applications are received annually and monthly. Mr. Ono responded approximately 8,000 applications are received annually.

Mr. LaMarr commented that the dashboard status indicators are vague and suggested that it would be helpful if additional indicators are included to provide further details, such as source testing information. Mr. Ono indicated that additional details are currently available under “Application Detail.” Mr. LaMarr also suggested that specific details regarding source test review should be included to explain why a permit has not been issued. Mr. Ono stated that it is South Coast AQMD policy to not delay the issuance of Permits to Construct (PC) for certain required source tests because it serves as a temporary Permit to Operate (PO). For example, if it is a rule compliance requirement, then a PC is issued, which allows the facility to operate under specific conditions.

Mr. Geoffrey Blake suggested that online application forms should be in fillable format and requested that additional guidance regarding fees are provided when rules are amended. Mr. Ono responded that South Coast AQMD is in the process of making all 400-E-XX application forms available online and allowing them to be completed and submitted online. Mr. Ono stated that most forms currently available online should be in fillable format, but will verify that. Mr. Ono stated that outreach concerns regarding new rules should be deferred to the rule development team.

Ms. Loof asked if the pending application dashboard tool is already available online. Mr. Ono replied that the tool is in the testing phase and access is limited to select candidates. Ms. Loof asked when the tool would be available. Mr. Ono responded that it is pending approval by the executive council.

Mr. David Rothbart asked if it would be useful to add a widget for source test approval to the existing tool. Mr. Ian MacMillan indicated that as part of the last Regulation III amendment, staff is committed in look across at all of the divisions as source testing is related to compliance, emissions reporting, health risk assessments, and take a comprehensive look to streamline and make sure the process is more modern. Staff is planning on setting up a working group to obtain feedback and have committed to going back to the Stationary Source Committee with our source testing plan.

Ms. Loof asked if many applications with express permit processing requests are submitted since permit backlog reduction efforts began. Mr. Ono replied that a review of the number of applicants utilizing the express permit processing option relative to backlog reduction efforts has not been done. However, the same applicants tend to continue to use that option.

Chair Benoit asked if there is an alert system available to notify applicants when the permit application status changes. Mr. Ono replied that an alert system is currently unavailable. However, moving forward, such feedback may be incorporated into the program.

Mr. Rodriguez commended the GB and staff for pursuing greater transparency and efficiency. Mr. Rodriguez referenced slide #4 and asked if applicants are aware of the timeframe between each step of the process and if the online application submittal tool will be integrated into the pending application dashboard. Mr. Ono replied that the pending application dashboard could track the application process and provide information on the timeframe for future use. Currently, a generic timeframe is unavailable because each application is different and depends on various factors. Mr. Ono indicated that the online application submittal tool is integrated with pending application dashboard by sharing information that are available in systems that are currently utilized.

Mr. Rodriguez asked if South Coast AQMD has explored the costs to implement an online application submittal tool. Chair Benoit stated that there is an online application submittal tool that is being used; however, it's limited to certain types of applications.

Mr. LaMarr asked what the level of online application submittal is. Mr. Ono replied that number of online submittal is low; however, it is increasing. Mr. LaMarr suggested having staff available at the Permit Services booth to encourage applicants to use the online application submittal tool.

Ms. Loof commented that applicants are hesitant to use the online application submittal tool because of the misconception that the application fees are non-refundable if the applications get denied. Mr. Ono stated that the applications submitted online don't get denied. However, if information provided online cannot demonstrate compliance with all rules and regulations, the application will be further reviewed by staff to determine compliance.

Agenda Item #6 –Monthly Report on Small Business Assistance Activities

No comments.

Agenda Item #7 - Other Business

Mr. Derrick Alatorre provided responses to the June 14, 2019 action items. He stated that information regarding the Dry Cleaner Grant Program was provided to Mr. LaMarr. A presentation on the Cap-and-Trade program will be agendized at a future meeting and Mr. Ono presented on Permit Streamlining Efforts and Backlog Reduction Update today.

Mr. Alatorre announced that nominations for the upcoming Clean Air Awards may be submitted online for consideration.

Ms. Loof followed up on a previous request for a presentation on Rule 219 – Equipment Not Requiring a Written Permit Pursuant to Regulation II. Mr. Alatorre stated that it will be presented at a future meeting.

Agenda Item #8- Public Comment

No comments.

Agenda Item #9 – Next Meeting Date

The next regular Local Government & Small Business Assistance Advisory Group meeting is scheduled for Friday, September 13, 2019 at 11:30 a.m.

Adjournment

The meeting adjourned at 12:28 p.m.