



South Coast Air Quality Management District

South Coast
AQMD

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

SPECIAL MEETING OF THE ADMINISTRATIVE COMMITTEE

Committee Members

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

May 10, 2019 ♦ 11:00 a.m. ♦ Crystal Ballroom
44400 Indian Wells Lane, Indian Wells, CA 92210
(Immediately following the Governing Board Retreat,
but not before 11:00 a.m.)

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

Toll Free: 866-244-8528

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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 special meetings are posted at South Coast AQMD headquarters, 21865 Copley Drive, Diamond Bar, California, and at any locations where Committee members will be participating, at least 24 hours in advance of the special 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 SCAQMD items or activities.</i> | Dr. William A. Burke
Committee Chair | |
| 2. | Chairman's Report of Approved Travel (<i>No Motion Required</i>) | Dr. Burke | pg. 1 |
| 3. | Report of Approved Out-of-Country Travel
(<i>No Motion Required</i>) | Wayne Nastri
Executive Officer | |
| 4. | Review June 7, 2019 Governing Board Agenda | Wayne Nastri | pgs. 2-12 |

5. Approval of Compensation for Board Member Assistant(s)/ Consultant(s) (Any material, if submitted, will be distributed at the meeting.) (**Motion Requested if Proposal Made**) Dr. Burke
6. South Coast AQMD's FY 2018-19 Budget vs. Actual (Unaudited) (**No Motion Required**) pgs. 13-16
Staff will provide a comparison of budget vs. actual results for revenues and expenditures for the quarter that ended March 31, 2019. Sujata Jain
ADEO, Finance
7. Status Report on Major Ongoing and Upcoming Projects for Information Management (**No Motion Required**) pgs. 17-27
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. Ron Moskowitz
ADEO/CIO,
Information
Management

ACTION ITEMS - Items 8 through 16:

JUNE ITEMS

8. Appoint Members to South Coast AQMD Hearing Board (**Motion Requested**) pgs. 28-29
The terms of office for the Hearing Board Medical Member and Alternate expire June 30, 2019. The Administrative Committee will hold interviews at its meeting on May 10, 2019, and make recommendations to the full Board to appoint members to fill the new terms. Denise Garzaro
Clerk of the Boards
9. Amend Contract to Provide Short- and Long-Term Systems Development, Maintenance and Support Services pgs. 30-32
(Motion Requested)
South Coast AQMD currently has contracts with several companies for short- and long-term systems development, maintenance and support services. These contracts are periodically amended as additional needs are defined. This action is to amend one contract previously approved by the Board to add additional funding for needed development and maintenance work. Ron Moskowitz
10. Recognize Revenue and Transfer and Appropriate Funds for Air Monitoring Programs, and Issue Solicitations and Purchase Orders for Air Monitoring Equipment and One Vehicle pgs. 33-49
(Motion Requested)
South Coast AQMD is expected to receive grant funds up to \$684,945 from the U.S. EPA for the PM2.5 Program, up to \$236,416 for the NATTS Program and up to \$2,100,000 from the U.S. Government for the Enhanced Particulate Monitoring Program. These actions are to recognize revenue and appropriate funds for the PM2.5, NATTS and Enhanced Particulate Monitoring Programs; appropriate funds for the remaining balances of the U.S. EPA PM2.5, NATTS, PAMS and STAR Programs; transfer and appropriate funds for the Rule 1180 Program; and issue solicitations and purchase orders for air monitoring equipment and one vehicle. Jason Low
ADEO, Science &
Technology
Advancement

11. Execute Lease Agreement for Operation of South Coast AQMD's On-site Child Care Center (**Motion Requested**)
The lease agreement for the child care center located at South Coast AQMD's Diamond Bar headquarters will expire on June 30, 2019. This action is to execute a new ten-year lease with the current operator, Priyalal and Lasanthi Kurera, Incorporated.

John Olvera pgs. 50-51
ADEO, Administrative & Human Resources
12. Execute Contract for Maintenance, Service, and Repairs of Heating, Ventilation, Air Conditioning, and Refrigeration Equipment (**Motion Requested**)
The current maintenance services contract for HVAC and refrigeration equipment at South Coast AQMD's Diamond Bar headquarters expires June 20, 2019. On March 1, 2019, the Board approved release of an RFP to solicit proposals from contractors interested in providing these services. This action is to execute a three-year contract with KLM to provide HVAC and refrigeration equipment maintenance, services and repairs at the South Coast AQMD Diamond Bar headquarters for an amount not to exceed \$130,937. Funding for the first year of this contract has been included in the FY 2019-20 Budget and will be requested in successive fiscal years.

John Olvera pgs. 52-54
13. Execute Contract for Landscape Maintenance Services (**Motion Requested**)
The current contract for landscape maintenance services at South Coast AQMD's Diamond Bar headquarters expires June 30, 2019. On March 1, 2019, the Board approved release of an RFP to solicit proposals from contractors interested in providing landscape maintenance services at the South Coast AQMD headquarters. This action is to execute a three-year contract with Tropical Plaza Nursery Inc., for an amount not to exceed \$277,515. Funding for the first year of this contract has been included in the FY 2019-20 Budget and will be requested in successive fiscal years.

John Olvera pgs. 55-57
14. Execute Contract for Tree Trimming and Plant Care Maintenance Services (**Motion Requested**)
The current contract for landscape maintenance services at South Coast AQMD's Diamond Bar headquarters expires June 30, 2019. On February 1, 2019, an RFP was released to solicit proposals from landscape contractors interested in providing tree trimming and plant care maintenance services. This action is to execute a three-year contract with Gothic Landscape Maintenance Division to provide tree trimming and plant care maintenance services, for an amount not to exceed \$99,932. Funding for the first year of this contract has been included in the FY 2019-20 Budget and will be requested in successive fiscal years.

John Olvera pgs. 58-61
15. Authorize Funding and Execute Community Leadership and Engagement Programs (**Motion Requested**)
South Coast AQMD seeks to engage with community leadership of disadvantaged and environmental justice communities throughout the South Coast Air Basin with two expert public relation firms. Each firm will host South Coast AQMD with influential leaders in a series of six meetings each that will provide an opportunity to educate and raise

Derrick J. Alatorre pgs. 62-63
DEO, Legislative, Public Affairs & Media

awareness on our mission to fight for clean air in their communities and our need to meet federal attainment deadlines. This action is to execute sole source contracts with the Cordoba Corporation and Bakewell Media for \$150,000 each from the BP ARCO Settlement Project Fund (46), for an amount not to exceed \$300,000.

16. Recommendation to Appoint Member to South Coast AQMD Local Government & Small Business Assistance Advisory Group (***Motion Requested***)
Council Member Benoit recommends the Committee review and appoint Carlos Rodriguez to serve on the Local Government & Small Business Assistance Advisory Group.

Derrick Alatorre

pgs. 64-65

OTHER MATTERS:

17. Public Comment
At a special meeting, no other business may be considered (Gov't Code Section 54956). Each speaker will be afforded three minutes to address the Committee on items on this agenda. (Gov't Code Section 54954.3).
18. **Next Meeting Date:** June 14, 2019 at 10:00 a.m.

ADJOURNMENT

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 Special 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.



South Coast Air Quality Management District

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BOARD MEETING DATE: June 7, 2019

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee met May 10, 2019 and reviewed the proposed agenda for the June 7, 2019 Board meeting. The Committee also discussed various issues detailed in the Committee report. The next Administrative Committee meeting is June 14, 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 May 10, 2019 Administrative Committee meeting.]

Administrative Committee Discussion Items:

[Will be inserted subsequent to the May 10, 2019 Administrative Committee meeting.]

Report on Board Member Travel Authorized by the Chairman at the May 10, 2019 Administrative Committee meeting:

DATE	TRAVELER	DESTINATION	PURPOSE
May 22-23, 2019	Mayor Judith Mitchell	Sacramento, CA	Mayor Mitchell will attend the monthly CARB Board Meeting as the South Coast AQMD Board Representative.
June 14, 2019	Dr. William Burke	Sacramento, CA	Dr. Burke will meet with legislators on behalf of the South Coast AQMD.
July 9-12, 2019	Mayor Judith Mitchell	Pacific Grove, CA	As a Board Member, Mayor Mitchell will attend the Asilomar Conference on Transportation & Energy Policy on behalf of the South Coast AQMD.

5/7/19 3:29 PM

Item 4

DRAFT

MEETING, JUNE 7, 2019

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

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 Boards Office, 21865 Copley Drive, Diamond Bar, CA 91765.

Please note: This is a draft agenda and is subject to change.

CALL TO ORDER

- Pledge of Allegiance
- Opening Comments: William A. Burke, Ed.D., Chair
Other Board Members
Wayne Nastri, Executive Officer

Staff/Phone (909) 396-

CONSENT CALENDAR (Items 1 through XX)

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

- | | | |
|--------|---|---------------------|
| 10590. | Approve Minutes of May 3, 2019 Board Meeting | Garzaro/2500 |
| 10613. | Set Public Hearings July 12, 2019 to Consider Adoption of and/or Amendments to South Coast AQMD Rules and Regulations | Nastri/3131 |
| 10635. | Set Public Hearing July 12, 2019 to Determine That Proposed Amendment to Rule 301 – Permitting and Associated Fees Is Exempt from CEQA; Amend Rule 301; and Submit Rule 301 to CARB for Submission into SIP | Fine/2239 |

As part of its review of the 2016 AQMP, U.S. EPA has recently requested that Rule 301 be amended to include a requirement that facilities submitting emission reports certify that the information is accurate to the best knowledge of the individual submitting and certifying the report. Facilities already certify their emission reports in practice, and the proposed minor amendment will now place this requirement into the rule. This action is to adopt the Resolution: 1) Determining that the proposed amendment to Rule 301 – Permitting and Associated Fees is exempt from the California Environmental Quality Act; 2) Amending Rule 301; and 3) Directing the Executive Officer to submit Rule 301 to CARB for submission into the SIP. (Reviewed: Stationary Source Committee, June 21, 2019)

10621. **Set Public Hearing July 12, 2019 to Determine That Proposed Amendments to Rule 2001 – Applicability and Rule 2015 – Backstop Provisions Are Exempt from CEQA and Amend Rules 2001 and 2015** **Nakamura/3105**

On October 5, 2018, the Board adopted amendments to Rule 2001 that incorporated a provision to allow facilities to opt-out of the RECLAIM program. U.S. EPA is recommending that facilities remain in RECLAIM until all the rules associated with the transition to a command-and-control regulatory structure have been adopted and approved into the SIP. To address U.S. EPA's comments, Proposed Amended Rule 2001 will remove the opt-out provision so that facilities cannot exit RECLAIM. In addition, since facilities will remain in the RECLAIM program, Proposed Amended Rule 2015 will add a provision that will not require additional backstop measures if the current implementation of command-and-control rules for RECLAIM facilities will result in NOx emissions that are below a specified threshold. Proposed Amended Rule 2015 will also move the presentation of an annual audit report to the Board from March to April of each year. This action is to adopt the Resolution: 1) Determining that Proposed Amendments to Rule 2001 – Applicability and Rule 2015 – Backstop Provisions are Exempt from the California Environmental Quality Act, and 2) Amending Rules 2001 and 2015. (Reviewed: Stationary Source Committee, May 17, 2019)

10604. **Set Public Hearing July 12, 2019 to Determine That Proposed Amendments to Regulation IX - Standards of Performance for New Stationary Sources, and Regulation X – National Standards for Hazardous Air Pollutants Are Exempt from CEQA and Amend Regulations IX and X** **Rees/2856**

Amendments to Regulations IX and X are periodically made to incorporate new or amended federal performance standards that have been enacted by U.S. EPA for stationary sources. These standards are currently in effect and enforceable by the South Coast Air Quality Management District (South Coast AQMD) pursuant to the federal Clean Air Act, regardless of whether South Coast AQMD incorporates them into Regulations IX and X. The Board has historically adopted NSPS (40 CFR 60) and NESHAPS (40 CFR 61) into Regulations IX and X, by reference, thus providing stationary sources with a single source of information for determining which federal and local requirements apply to their specific operations. The NSPS and NESHAPS actions by U.S. EPA, primarily from June 16, 2016 to February 16, 2019, are proposed for incorporation into Regulations IX and X, respectively. In 2016, U.S. EPA promulgated one NSPS for municipal solid waste landfills that commence construction, reconstruction, or modification after July 17, 2014. In addition, U.S. EPA also amended existing provisions of eight NSPS standards and two NESHAPS standards. This action is to adopt the Resolution: 1) Determining that the proposed amendments to Regulations IX – Standards of Performance for New Stationary Sources, and Regulation X – National Standards for Hazardous Air Pollutants are exempt from the California Environmental Quality Act; and 2) Amending Regulation IX – Standards of Performance for New Stationary Sources, and Regulation X – National Emission Standards for Hazardous Air Pollutants. (Reviewed: Stationary Source Committee, June 21, 2019)

Budget/Fiscal Impact

10619. Recognize Revenue, Authorize EV Charging Fees, Execute Contract for EV Charging, and Amend Contract to Implement DC Fast Charging Network **Miyasato/3249**

In March 2017, in an effort to promote EV charging, staff completed an upgrade of the EV chargers at the Diamond Bar headquarters. These actions are to recognize revenue from EV charging fees and authorize adjustment of the fees to recover electricity costs and encourage EV drivers to move their vehicles once fully charged. Additionally, in order to operate, maintain and network the large number of chargers, this action is to contract with Zeco Systems, Inc., DBA Greenlots, for up to three years in an amount not to exceed \$155,664 from the Clean Fuels Program Fund (31). Lastly, in October 2018, the Board amended a contract with Clean Fuel Connection, Inc., (CFCI) for up to \$350,000 from the Clean Fuels Program Fund (31) as a substitution of CEC funds, but since only \$310,000 of CEC funds was previously recognized towards the CFCI contract, there was a shortfall. This action is to amend a contract with CFCI in an amount up to \$40,000 from the Clean Fuels Program Fund (31). (Reviewed: Technology Committee, May 17, 2019; Recommended for Approval)

10620. Recognize Revenue, Reimburse General Fund and Execute Agreement to Support Development of One-Stop-Shop Pilot Project **Miyasato/3249**

In June 2018, CARB selected GRID Alternatives as the project administrator for the FY 2017-18 One-Stop-Shop Pilot Project, which is a new project aimed at increasing awareness of low-income residents by expanding education and outreach on the state's clean transportation and mobility options. One of the key tasks of this project is to develop and maintain a single application for low-income consumers to apply and qualify for CARB's Low Carbon Transportation Equity projects, which includes the South Coast AQMD's Replace Your Ride Program. CARB and GRID Alternatives have requested support from staff to assist with the integration of the South Coast AQMD's Replace Your Ride Program as part of the One-Stop-Shop Pilot Project. These actions are to recognize revenue from GRID Alternatives in an amount up to \$75,000 into the HEROS II Special Revenue Fund (56), reimburse the General Fund from the HEROS II Special Revenue Fund (56) for staff support time, and execute an agreement with GRID Alternatives to provide support in the development of the One-Stop-Shop Pilot Project. (Reviewed: Technology Committee, May 17, 2019; Recommended for Approval)

10606. **Adopt Resolution Recognizing Funds and Accepting Terms and Conditions for FY 2018-19 Funding Agricultural Replacement Measures for Emission Reductions Program, Reimburse General Fund for Administrative Costs, and Amend Awards** **Berry/2363**

In March 2019, CARB released a solicitation to apply for funding from the FY 2018-19 Funding Agricultural Replacement Measures for Emission Reductions (FARMER) Program. South Coast AQMD submitted an application and CARB has announced a tentative allocation of \$1,814,511. In addition, in November 2018, the Board approved Carl Moyer and SOON Provision awards. Some of the project types require adjustment. These actions are to adopt a Resolution recognizing revenue up to \$1.9 million from CARB into the Carl Moyer Program SB 1107 Fund (32) and accepting terms and conditions of the FY 2018-19 FARMER Grant and reimburse the General Fund for administrative costs up to \$113,407. This action is to also amend awards under the Carl Moyer Program and SOON Provision. (Reviewed: Technology Committee, May 17, 2019; Recommended for Approval)

10585. **Recognize Revenue and Transfer and Appropriate Funds for Air Monitoring Programs, and Issue Solicitations and Purchase Orders for Air Monitoring Equipment and One Vehicle** **Low/2269**

South Coast AQMD is expected to receive grant funds up to \$684,945 from the U.S. EPA for the PM2.5 Program, up to \$236,416 for the NATTS Program and up to \$2,100,000 from the U.S. Government for the Enhanced Particulate Monitoring Program. These actions are to recognize revenue and appropriate funds for the PM2.5, NATTS and Enhanced Particulate Monitoring Programs; appropriate funds for the remaining balances of the U.S. EPA PM2.5, NATTS, PAMS and STAR Programs; transfer and appropriate funds for the Rule 1180 Program; and issue solicitations and purchase orders for air monitoring equipment and one vehicle. (Reviewed: Administrative Committee, May 10, 2019; Recommended for Approval)

10634. **Authorize Funding and Execute Community Leadership and Engagement Programs** **Alatorre/3122**

South Coast AQMD seeks to engage with community leadership of disadvantaged and environmental justice communities throughout the South Coast Air Basin with two expert public relation firms. Each firm will host South Coast AQMD with influential leaders in a series of six meetings each that will provide an opportunity to educate and raise awareness on our mission to fight for clean air in their communities and our need to meet federal attainment deadlines. This action is to execute sole source contracts with the Cordoba Corporation and Bakewell Media for \$150,000 each from the BP ARCO Settlement Project Fund (46), for an amount not to exceed \$300,000. (Reviewed: Administrative Committee, May 10, 2019; Recommended for Approval)

10607. **Execute Lease Agreement for Operation of South Coast AQMD's On-site Child Care Center** **Olvera/2309**

The lease agreement for the child care center located at South Coast AQMD's Diamond Bar headquarters will expire on June 30, 2019. This action is to execute a new ten-year lease with the current operator, Priyalal and Lasanthi Kurera, Incorporated. (Reviewed: Administrative Committee, May 10, 2019; Recommended for Approval)

10608. **Execute Contract for Maintenance, Service, and Repairs of Heating, Ventilation, Air Conditioning, and Refrigeration Equipment** **Olvera /2309**

The current maintenance services contract for HVAC and refrigeration equipment at South Coast AQMD's Diamond Bar headquarters expires June 20, 2019. On March 1, 2019, the Board approved release of an RFP to solicit proposals from contractors interested in providing these services. This action is to execute a three-year contract with KLM to provide HVAC and refrigeration equipment maintenance, services and repairs at the South Coast AQMD Diamond Bar headquarters, for an amount not to exceed \$130,937. Funding for the first year of this contract has been included in the FY 2019-20 Budget and will be requested in successive fiscal years. (Reviewed: Administrative Committee, May 10, 2019, Recommended for Approval)

10609. **Execute Contract for Landscape Maintenance Services** **Olvera/2309**

The current contract for landscape maintenance services at South Coast AQMD's Diamond Bar headquarters expires June 30, 2019. On March 1, 2019, the Board approved release of an RFP to solicit proposals from contractors interested in providing landscape maintenance services. This action is to execute a three-year contract with Tropical Plaza Nursery Inc. to provide landscape maintenance services at the South Coast AQMD headquarters, for an amount not to exceed \$277,515. Funding for the first year of this contract has been included in the FY 2019-20 Budget and will be requested in successive fiscal years. (Reviewed: Administrative Committee, May 10, 2019; Recommended for Approval)

10618. **Execute Contract for Tree Trimming and Plant Care Maintenance Services** **Olvera/2309**

The current contract for landscape maintenance services at South Coast AQMD's Diamond Bar headquarters expires June 30, 2019. On February 1, 2019, an RFP was released to solicit proposals from landscape contractors interested in providing tree trimming and plant care maintenance services. This action is to execute a three-year contract with Gothic Landscape Maintenance Division to provide tree trimming and plant care maintenance services, for an amount not to exceed \$99,932. Funding for the first year of this contract has been included in the FY 2019-20 Budget and will be requested in successive fiscal years. (Reviewed: Administrative Committee, May 10, 2019; Recommended for Approval)

10602. Amend Contract to Provide Short- and Long-Term Systems Development, Maintenance and Support Services **Moskowitz/3329**

South Coast AQMD currently has contracts with several companies for short- and long-term systems development, maintenance and support services. These contracts are periodically amended as additional needs are defined. This action is to amend a contract previously approved by the Board to add additional funding for needed development and maintenance work. (Reviewed: Administrative Committee, May 10, 2019; Recommended for Approval)

10632. Appoint Members to South Coast AQMD Hearing Board **Garzaro/2500**

The terms of office for the Hearing Board Medical Member and Alternate, expire June 30, 2019. An Advisory Committee was appointed as required by law. The Advisory Committee reviewed the application materials and made its recommendations to the Administrative Committee. The Administrative Committee interviewed candidates at its meeting on May 10, 2019, and made a final recommendation. This action is to appoint a medical member and alternate member to fill the new terms. (Reviewed: Administrative Committee, May 10, 2019; Recommended for Approval)

10457. Approve Contract Awards and Modifications as Approved by MSRC **McCallon**

Items XX through XX - Information Only/Receive and File

10442. Legislative, Public Affairs, and Media Report **Alatorre/3122**

This Report highlights the April 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)

10614. Hearing Board Report **Prussack/2500**

This reports the actions taken by the Hearing Board during the period of April 1 through April 30, 2019. (No Committee Review)

10512. **Civil Filings and Civil Penalties Report** **Gilchrist/3459**
- This reports the monthly penalties from April 1 through April 30, 2019, and legal actions filed by the General Counsel's Office from April 1 through April 30, 2019. An Index of District Rules is attached with the penalty report. (Reviewed: Stationary Source Committee, May 17, 2019)
10481. **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 April 1, 2019 and April 30, 2019, and those projects for which the South Coast AQMD is acting as lead agency pursuant to CEQA. (Reviewed: Mobile Source Committee, May 17, 2019)
10518. **Rule and Control Measure Forecast** **Fine/2239**
- This report highlights South Coast AQMD rulemaking activities and public hearings scheduled for 2019. (No Committee Review)
10603. **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, May 10, 2019)

XX. Items Deferred from Consent Calendar

BOARD CALENDAR

Note: The May meeting of the Legislative Committee was canceled. The next meeting of the Legislative Committee is scheduled for June 14, 2019.

10419. **Administrative Committee (Receive & File)** **Chair: Burke** **Nastri/3131**
10639. **Investment Oversight Committee (Receive & File)** **Chair: Cacciotti** **Jain/2804**
10396. **Mobile Source Committee (Receive & File)** **Chair:** **Fine/2239**
10538. **Stationary Source Committee (Receive & File)** **Chair: Benoit** **Tisopoulos/3123**
10373. **Technology Committee (Receive & File)** **Chair: Buscaino** **Miyasato/3249**

10429. Mobile Source Air Pollution Reduction Review Committee (Receive & File) **Board Liaison: Benoit Berry/2363**
10610. California Air Resources Board Monthly Report (Receive & File) **Board Rep: Mitchell Garzaro/2500**
10615. Approve Reclassification Request of Coachella Valley for 1997 8-Hour Ozone Standard **Rees/2856**

The Coachella Valley is classified as a Severe nonattainment area for the 1997 8-hour ozone standard, with an attainment date of June 15, 2019. Although the air quality in the Coachella Valley area has steadily improved over the years, the area experienced higher ozone levels in 2017 and 2018, resulting in levels greater than the 1997 8-hour ozone standard. As a result, additional time will be needed to bring the Coachella Valley into attainment with this standard. Staff recommends requesting that the U.S. EPA reclassify the Coachella Valley from Severe to Extreme with a new attainment date of June 15, 2024. This action is to approve the reclassification request to the U.S. EPA for Coachella Valley for the 1997 8-hour ozone standard. (No Committee Review)

PUBLIC HEARINGS

- XXX. Determine That Proposed Amendments to Rule 301 – Permitting and Associated Fees Are Exempt from CEQA and Amend Rule 301 (*Continued from May 3, 2019 Board meeting*) **Fine/2239**

Placeholder

10630. Submit Recently Amended (May 3, 2019) Rule 1106 – Marine and Pleasure Craft Coatings for inclusion into, and Rule 1106.1 – Pleasure Craft Coating Operations for Withdrawal from U.S. EPA-Approved SIP

Rees/2856

This proposal is to include the May 3, 2019 amendments to Rule 1106 – Marine and Pleasure Craft Coatings, and the May 3, 2019 rescission of Rule 1106.1 – Pleasure Craft Coating Operations, for the limited purpose of incorporating these rules into the U.S. EPA-approved SIP. The incorporation of these rules into the SIP was inadvertently not noticed for consideration at the May 2019 Board meeting. This action is to adopt the Resolution: 1) Submitting Rule 1106 – Marine and Pleasure Craft Coatings for inclusion into the SIP; and 2) Submitting Rule 1106.1 – Pleasure Craft Coating Operations for withdrawal from the SIP. (No Committee Review)

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.

CONFLICT OF INTEREST DISCLOSURES – (*No Written Material*)

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	NESHAPS = National Emission Standards for Hazardous Air Pollutants
AQIP = Air Quality Investment Program	NGV = Natural Gas Vehicle
AQMP = Air Quality Management Plan	NOx = Oxides of Nitrogen
AVR = Average Vehicle Ridership	NSPS = New Source Performance Standards
BACT = Best Available Control Technology	NSR = New Source Review
BARCT = Best Available Retrofit Control Technology	OEHHA = Office of Environmental Health Hazard Assessment
Cal/EPA = California Environmental Protection Agency	PAMS = Photochemical Assessment Monitoring Stations
CARB = California Air Resources Board	PEV = Plug-In Electric Vehicle
CEMS = Continuous Emissions Monitoring Systems	PHEV = Plug-In Hybrid Electric Vehicle
CEC = California Energy Commission	PM10 = Particulate Matter \leq 10 microns
CEQA = California Environmental Quality Act	PM2.5 = Particulate Matter \leq 2.5 microns
CE-CERT =College of Engineering-Center for Environmental Research and Technology	RECLAIM=Regional Clean Air Incentives Market
CNG = Compressed Natural Gas	RFP = Request for Proposals
CO = Carbon Monoxide	RFQ = Request for Quotations
DOE = Department of Energy	SCAG = Southern California Association of Governments
EV = Electric Vehicle	SIP = State Implementation Plan
FY = Fiscal Year	SOx = Oxides of Sulfur
GHG = Greenhouse Gas	SOON = Surplus Off-Road Opt-In for NOx
HRA = Health Risk Assessment	SULEV = Super Ultra Low Emission Vehicle
LEV = Low Emission Vehicle	TCM = Transportation Control Measure
LNG = Liquefied Natural Gas	ULEV = Ultra Low Emission Vehicle
MATES = Multiple Air Toxics Exposure Study	U.S. EPA = United States Environmental Protection Agency
MOU = Memorandum of Understanding	VOC = Volatile Organic Compound
MSERCs = Mobile Source Emission Reduction Credits	ZEV = Zero Emission Vehicle
MSRC = Mobile Source (Air Pollution Reduction) Review Committee	
NATTS =National Air Toxics Trends Station	

Item 6

**FY 2018-19
3rd Quarter
Budget vs. Actual
(Unaudited)**

***Administrative Committee
May 10, 2019***

General Fund Overview

- FY 2018-19 3rd Quarter Budget vs. Actual (Unaudited)
- Revenues
- Expenditures
- Board Approved Use of Fund Balance
- Updated General Fund Five Year Projection

2

Budget vs. Actual

FY 2018-19 3rd Quarter (unaudited)

(\$ in millions)	Adopted Budget	Amended Budget	FY 2018-19 Q3 Actual	FY 2018-19 Estimate
Revenues/ Transfers In	\$162.6	\$167.0	\$120.5	\$165.5
Expenditures/ Transfers Out	\$162.6	\$172.8	\$114.8	\$170.6

3

Revenues

*FY 2018-19 3rd Quarter Budget vs. Actual
& FY 2017-18 3rd Quarter Comparison*

Revenue Type (\$ in millions)	Fiscal Year 2018-19 Q3			Fiscal Year 2017-18 Q3	
	Amended Budget	Actuals	Actual % of Budget	Actuals	Actual % of Budget
Emissions Fees	\$19.7	\$17.2	87%	\$19.2	98%
Annual Operating Fees	\$57.3	\$52.4	91%	\$48.1	89%
Permit Fees	\$19.9	\$14.2	71%	\$12.8	65%
Mobile Sources/Transportation	\$31.6	\$10.3	33%	\$10.0	34%
Other*	\$32.0	\$22.5	70%	\$18.7	69%
Area Sources	\$2.3	\$1.1	48%	\$0.6	27%
Transfers In	\$4.7	\$2.8	60%	\$5.6	81%
Total	\$167.5	\$120.5	72%	\$115.0	72%

* Includes revenues from Federal & State Grants, State Subvention, Penalties/Settlements, "Hot Spots", Interest, PERP, Hearing Board, Source Test/Lab Analysis, Leases, Subscriptions, and Misc.

4

Expenditures

*FY 2018-19 3rd Quarter Budget vs. Actual
& FY 2017-18 3rd Quarter Comparison*

Major Object (\$ in millions)	Fiscal Year 2018-19 Q3			Fiscal Year 2017-18 Q3	
	Amended Budget	Actuals	Actual % of Budget	Actuals	Actual % of Budget
Salaries & Benefits	\$134.5	\$86.1	64%	\$80.1	67%
Services & Supplies	\$28.2	\$18.3	65%	\$16.1	68%
Capital Equipment	\$5.0	\$2.1	42%	\$4.0	60%
Debt Service	\$6.2	\$6.2	100%	\$6.2	100%
Transfer Out	<u>\$2.1</u>	<u>\$2.1</u>	100%	<u>\$0.3</u>	100%
Total	<u>\$176.0</u>	<u>\$114.8</u>	65%	<u>\$106.7</u>	68%

5

Board Approved Use of Fund Balance FY 2018-19 3rd Quarter

Board Letter Approval	Funding Source	Use	Amount
7/6/2018, #8	Undesignated Fund Balance	Systems Development for the New SCAQMD Mobile Application	\$195,000
9/7/2018, #6	Undesignated Fund Balance	Facility-Based Mobile Source Control Measures on Warehouses and Distribution Centers Study	\$200,000
9/7/18, #7	Undesignated Fund Balance	SCAQMD's Martin Luther King Jr. and Cesar Chavez Events	\$150,000
10/5/18, #11	Undesignated Fund Balance	Microsoft 365	\$350,000
10/5/18, #12	Designation for Permit Streamlining	Permitting Systems Automation Projects	\$674,531
12/7/18, #10	Undesignated Fund Balance	Budget Restoration	\$3,611,776
12/7/18, #10	Undesignated Fund Balance	Board Member Committee Assignments	\$36,500
12/7/18, #10	Undesignated Fund Balance	China Partnership for Cleaner Shipping	\$289,026
12/7/18, #10	Undesignated Fund Balance	Replace 10 Fleet Vehicles	\$310,000
1/4/19, #4	Undesignated Fund Balance	Transfer Monies to the Health Effects Research Fund	\$2,063,229
3/1/19, #6	Designation for Permit Streamlining	Permitting Systems Automation Projects	\$404,695
3/1/19, #6	Undesignated Fund Balance	South Coast AQMD Mobile Application	<u>\$133,010</u>
Total			<u>\$8,417,767</u>

6

Updated General Fund Five Year Projection

(\$ in millions)	FY 17-18 Actual (audited)	FY 18-19 Projected (a)	FY 19-20 Projected (b)	FY 20-21 Projected (b)	FY 21-22 Projected (b)	FY 22-23 Projected (b)
STAFFING		938	939	939	939	939
Revenues *	\$161.9	\$165.5	\$170.9	\$175.1	\$175.0	\$176.1
Program Costs	\$153.1	\$170.6	\$170.9	\$180.7	\$184.0	\$185.0
Change in Fund Balance	\$8.8	-\$5.1	\$0.0	-\$5.6	-\$9.0	-\$8.9
UNRESERVED FUND BALANCE (at Year-End)	\$54.8	\$49.7	\$49.7	\$44.1	\$35.1	\$26.2
% of REVENUE	34%	30%	29%	25%	20%	15%
Notes:						
a) FY 18-19 Program Costs Include: previous Board actions that used Undesignated Fund Balance; projected S&EB savings; and an updated revenue estimate.						
b) Includes estimated cost impact of SBCERA's projected retirement increases and the cost of the remaining two years of the labor agreements.						

7

Questions?

8

DRAFT

BOARD MEETING DATE: June 7, 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, May 10, 2019; Reviewed

RECOMMENDED ACTION:
Receive and file.

Wayne Nastri
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
June 7, 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
Renewal of OnBase Software Support	Authorize the sole source purchase of OnBase software subscription and support for one year.	\$140,000	<ul style="list-style-type: none"> • May 3, 2019 Board approved funding May 3, 2019 	<ul style="list-style-type: none"> • Execute contract July 15, 2019
Telecommunications Services	Select vendor(s) to provide local, long distance, telemetry, internet, cellular services, and phone system maintenance for a three-year period	\$750,000	<ul style="list-style-type: none"> • Released RFP October 5, 2018 • Board approval January 4, 2019 • Migrated and upgraded services 	
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 	<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

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
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"> • Phase 1 Automated 400A form filing, application processing, and online permit generation for Dry Cleaner module deployed to production completed • Facility ID Creation Module deployed to production completed • Phase 1.1 Automated 400A form filing, application processing, and online permit generation for Automotive Spray Booth and Gas Station Modules deployed to production completed • Enhanced calculations of sensitive receptor distances • Enhanced processing of school locations with associated parcels • Upgraded GIS Map integration and enhanced sensitive receptor identification and distance measurement work • Enhanced calculations of sensitive receptor distances • Deployed new version of system to production 	<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 • Development of Negative Air Machines, Boilers/Water Heaters/Process Heaters, Cooling Towers, Portable Heaters, and Food Ovens filing process completed • Board approved remaining Phase 2 funding October 5, 2018 • Application submittals, and form filing of Negative Air Machines, Boilers/Water Heaters/Process Heaters, Cooling Towers, Portable Heaters, and Food Ovens, Char Broilers, Small Boilers, and Oil Wells processing completed 	<ul style="list-style-type: none"> • Wireframes, user stories, and code development for registered emergency IC engines with a certified equipment permit number

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
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Permitting System Automation Phase 2 (continued)			<ul style="list-style-type: none"> • Application submittals, and form filing of Tar Pots/Tar Kettles, Asphalt Day Tankers, and Asphalt Pavement Heaters completed • Application submittals, and form filing of Agricultural Engines, IC Engines at Radio Tower, Diesel Fuel Boiler, and Fuel Cell with Heater completed • Application submittals, and form filing of Diesel Fueled Boilers, Fuel Cell with a Non-Electric Supplemental Heater, Facilities with No Written Permit and Emits Four Tons or More of VOC Emissions Per Year Equipment, Internal Combustion Engines at Remote Radio Transmission Towers, Printing, Coating & Drying Equipment, Oil & Gas Production Wells, Natural Gas Well Heads, Well Pumps, Transfer Pumps & Re-pressurizing Equipment, and Agricultural Engine completed 	
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 	<ul style="list-style-type: none"> • Office 365 deployment

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
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Information Technology Review Implementation (continued)			<ul style="list-style-type: none"> • Established internal Information Technology Steering Committee, members and charter • Configured and deployed Project Management software for IM team 	
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 • April 2018 project startup and detail planning completed • June 2018 wireframe and user story approved for Release 1 • User story and wireframe approved for application search module • User stories approved and coding completed for Dashboard Data Entry screens • Code development for Release 1 completed • Code development for application search module completed • User acceptance testing for data capture module completed • User acceptance testing for user reports completed • Internal deployment of application for engineers to populate application related data 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

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Agenda Tracking System Replacement	Replace aging custom agenda tracking system with state-of-the-art, cost-effective Enterprise Content Management (ECM) system, which is fully integrated with OnBase, South Coast AQMD's agency-wide ECM system	\$86,600	<ul style="list-style-type: none"> • Released RFP December 4, 2015 • Awarded contract April 1, 2016 • Continued parallel testing • Conducted survey of stakeholder satisfaction • As a result of the survey responses, the decision was made to develop a custom user interface for the application • Revised project scope to include custom user interface • Developed plan and schedule for revised scope 	Identify funding source
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"> • Released RFQ October 5, 2018 • Approved qualified vendors January 4, 2019 • Converted over 350,000 rule administrative record documents for Planning and Rules 	<ul style="list-style-type: none"> • Execute purchase orders for scanning services • Convert over 1,000,000 contract documents for Technology Advancement Office
Replace Your Ride (RYR)	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 	<ul style="list-style-type: none"> • Phase 3 user approval for production • Implementation of Electric Vehicle Service Equipment and alternative mode of transportation in the RYR application

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Replace Your Ride (RYR) (continued)			<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • Approval of data migration • Approval of Phase 3 move to production
South Coast AQMD Mobile Application for Android devices Phase 1	New mobile application for Android devices which will have the same functionality as the new iOS application	\$133,010	<ul style="list-style-type: none"> • Project charter released • Proposal received • Task order issued • System design completed • System development • User Acceptance Testing 	<ul style="list-style-type: none"> • Beta Release
South Coast AQMD Mobile Application for iOS devices Phase 2	Enhancement of Mobile application with addition of Enhanced Notifications, Complaint Filing and Facility Information Detail	\$100,000	<ul style="list-style-type: none"> • Project charter released • Proposal received 	<ul style="list-style-type: none"> • Identify funding source
Legal Division New System Development	Develop new web-based case management system for Legal Division to replace existing JWorks System	\$500,000	<ul style="list-style-type: none"> • Task order issued, evaluated and awarded • Project initiated and project charter finalized • Business Process Model completed • Business Process Model completed • Sprint 1 functional and system design completed 	<ul style="list-style-type: none"> • Testing for Sprint 1 • Sprint 2 functional requirements • Sprint 2 Data model review, code development and testing

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Legal Division New System Development (continued)			<ul style="list-style-type: none"> • Sprint 1 data model received • Sprint 1 mock-up reviewed • Sprint 1 Data model approved and code developed 	
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"> • Vision and Scope issued • Charter Document and proposal approved • Task order to be issued • Requirement gathering for Sprint 1 & 2 completed • System Design for Sprint 1 & 2 completed • Requirement gathering for Sprint 3 completed • System design for Sprint 3 completed • Compliance integration design completed • Data model approved for Sprint 1, 2, and 3 	<ul style="list-style-type: none"> • Continuation of Sprint 4: Implementation of Sprint 1 and 2 • Beginning Sprint 5: Public Portal Implementation
VW Environmental Mitigation Action Plan Project	CARB has assigned South Coast AQMD to develop web applications for two projects: Zero-Emission Class 8 Freight and Port Drayage Truck Project & Combustion Freight and Marine Project South Coast AQMD	\$355,000	<ul style="list-style-type: none"> • Draft Charter Document issued • Project Initiation completed • Task order issued • Detailed system design for Phase 1 	<ul style="list-style-type: none"> • System Development for Phase 1

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
VW Environmental Mitigation Action Plan Project (continued)	South Coast AQMD is responsible for developing a web application for both incentive programs, and maintaining a database that will be queried for reporting perspectives for CARB			
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"> • Task Order issued • Proposals received • Task Order awarded • Business Requirements Gathering completed • Sprint 1 completed (System Architecture, Data Storage Design, Data Ingestion) completed • Sprint 2 completed (Data Transformations, Calculations, and Averaging) • Sprint 3 Requirements Gathering (Dashboards, Microsites, Data Migration) completed 	<ul style="list-style-type: none"> • Sprint 3 Implementation

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
PeopleSoft Electronic Requisition	South Coast AQMD is implementing electronic requisition for PeopleSoft Financials. This will allow submittal of requisitions online. Additional benefits include tracking of multiple levels of approval, electronic archival of requisition documents, pre-encumbrance of budget, and streamlined workflow.	\$75,800	<ul style="list-style-type: none"> • Project Charter Approved • Task Order Issued • Proposal Received • Task Order Awarded • Requirement Gathering for Sprint 1 Completed • Design for Sprint 1 Completed • Code Development for Sprint 1 • User Acceptance Testing (UAT) for Sprint 1 • Design for Sprint 2 • Code Development for Sprint 2 • UAT for Sprint 2 	<ul style="list-style-type: none"> • Integrated user testing

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

Completed Projects	
Project	Date Completed
Renewal of HP Server Maintenance & Support	April 30, 2019
Implementation of Enterprise Geographic Information System (EGIS) Phase II	March 11, 2019
CLASS Database Software Licensing and Support	November 30, 2018
South Coast AQMD Mobile Application for iOS devices Phase 1	November 2, 2018
Air Quality Index Rewrite and Migration	June 29, 2018
Fiber Cable Network Infrastructure Upgrade	May 30, 2018
Implementation of Enterprise Geographic Information System (EGIS) Phase I	May 30, 2018

Item 8

DRAFT

BOARD MEETING DATE: June 7, 2019

AGENDA NO.

PROPOSAL: Appoint Members to South Coast AQMD Hearing Board

SYNOPSIS: The terms of office for the Hearing Board Medical Member and Alternate expire June 30, 2019. The Administrative Committee will hold interviews at its meeting on May 10, 2019, and make recommendations to the full Board to appoint members to fill the new terms.

COMMITTEE: Administrative, May 10, 2019; Recommended for Approval

RECOMMENDED ACTION:

Appoint/reappoint the following individuals to the South Coast AQMD Hearing Board, effective July 1, 2019, with terms ending June 30, 2022:

_____, Medical Member Alternate: _____

Wayne Nastri
Executive Officer

DG

Background

Health and Safety Code Section 40501.1(b) requires the SCAQMD to appoint a Hearing Board Advisory Committee (Advisory Committee) composed of one representative appointed by each of the Board members for the Counties of Los Angeles, Orange, Riverside, and San Bernardino, and the City of Los Angeles.

Based on criteria developed by the Advisory Committee, the Committee members evaluated the resumes of two medical member candidates. The Advisory Committee requested that SCAQMD staff also evaluate the resumes so they could consider that input. The staff that assisted were the ADEO of Finance and the ADEO of Information Management. Since only two resumes were submitted for the medical member/alternate positions, the current member and one other individual, the Committee waived the interviews for the two candidates and referred them to the Administrative Committee for interviews. On May 10, 2019 the Administrative Committee conducted interviews.

The current Medical Member, Dr. Roger Lerner requested reappointment.

Proposal

The Administrative Committee recommends that the Board appoint/reappoint _____ as Medical Member, and appoint _____ as Alternate Medical Member, for terms commencing July 1, 2019 and ending June 30, 2022. The individuals recommended for appointment were subsequently contacted, and each indicated their willingness to serve.

Item 9

DRAFT

BOARD MEETING DATE: June 7, 2019

AGENDA NO.

PROPOSAL: Amend Contract to Provide Short- and Long-Term Systems Development, Maintenance and Support Services

SYNOPSIS: South Coast AQMD currently has contracts with several companies for short- and long-term systems development, maintenance and support services. These contracts are periodically amended as additional needs are defined. This action is to amend one contract previously approved by the Board to add additional funding for needed development and maintenance work.

COMMITTEE: Administrative, May 10, 2019; Recommended for Approval

RECOMMENDED ACTIONS:

Authorize the Executive Officer to execute an amendment to the contract for systems development services in the amount of \$64,750 to Varsun eTechnologies from Information Management's FY 2018-19 Budget, Capital Outlays Major Object, Capital Outlays account, for the specific task orders listed in the Attachment.

Wayne Natri
Executive Officer

RMM:XC;ej

Background

At the March 2, 2018 Board meeting, the Board authorized staff to initiate level-of-effort contracts with several vendors for systems development, maintenance and support services. At the time these contracts were executed, it was expected that they would be modified in the future to add funding from approved budgets as system development requirements were identified and sufficiently defined so that task orders could be prepared. The contracts are for one year with the option to renew for two one-year periods.

Systems development and maintenance efforts are currently needed (see Attachment) to enhance system functionality and to provide staff with additional automation for improving productivity. The estimated cost to complete the work on these additional tasks exceeds the amount of funding in the existing contract.

Proposal

Staff proposes to amend the contract to add \$64,750 to Varsun eTechnologies for the specific task orders listed in the Attachment.

Resource Impacts

Sufficient funding is available in the Information Management's FY 2018-19 Budget.

Attachment

Task Order Summary

Attachment

Task Order Summary

Section A – Funding Totals for all Systems Development Contracts

CONTRACTOR	PREVIOUS FUNDING	PROPOSED ADDITION	TOTAL FUNDING
Varsun eTechnologies	\$1,513,135	\$64,750	\$1,577,885

Section B – Task Orders Scheduled for Award

TASK	DESCRIPTION	ESTIMATE	AWARD TO
Enhance and Automate Electronic Data Reporting System	Enhance and automate the electronic data reporting process in order to meet regulatory requirements and improve efficiency.	\$64,750	Varsun

Item 10

DRAFT

BOARD MEETING DATE: June 7, 2019

AGENDA NO.

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

SYNOPSIS: South Coast AQMD is expected to receive grant funds up to \$684,945 from the U.S. EPA for the PM2.5 Program, up to \$236,416 for the NATTS Program and up to \$2,100,000 from the U.S. Government for the Enhanced Particulate Monitoring Program. These actions are to recognize revenue and appropriate funds for the PM2.5, NATTS and Enhanced Particulate Monitoring Programs; appropriate funds for the remaining balances of the U.S. EPA PM2.5, NATTS, PAMS and STAR Programs; transfer and appropriate funds for the Rule 1180 Program; and issue solicitations and purchase orders for air monitoring equipment and one vehicle.

COMMITTEE: Administrative, May 10, 2019; Recommended for Approval

RECOMMENDED ACTIONS:

1. Recognize revenue up to \$1,908,962 and appropriate funds up to \$1,571,742, upon receipt, into the FYs 2018-19, 2019-20 and/or FY 2020-21 Budgets as set forth in Attachment 1 and further detailed in Attachments 2-8.
2. Transfer and appropriate up to \$750,000 remaining in the Rule 1180 Special Revenue Fund (78) to Science & Technology Advancement's FY 2019-20 Budget (Org 42) as detailed in Attachment 9.
3. Issue solicitations (RFP and/or RFQ) and authorize the Executive Officer or Procurement Manager, in accordance with South Coast AQMD Procurement Policy and Procedure, to issue purchase orders based on 'prior bid, last price', cooperative purchasing or the results of a solicitation process for the following (as listed in Table 1 and further described in this letter):
 - a. Up to two gas dilution systems not to exceed \$22,000;
 - b. Up to two PM10 samplers not to exceed \$19,000; and
 - c. One low emissions vehicle (sedan, truck or van) not to exceed \$40,000;

4. Authorize the Executive Officer or Procurement Manager, in accordance with South Coast AQMD Procurement Policy and Procedure, to issue sole source purchase orders for the following (as listed in Table 2 and further described in this letter):
 - a. Up to two Partisol PM2.5 FRM sequential monitors from Thermo Fisher Scientific, Inc., in an amount not to exceed \$40,000; and
 - b. One Met One Model 1022 PM2.5 continuous FEM monitor from Met One Inc. in an amount not to exceed \$20,000.

Wayne Natri
Executive Officer

MMM:JCL:RB:AP

Background

PM2.5 Program

Since 1998, U.S. EPA has provided funds under Section 103 for a comprehensive PM2.5 Air Monitoring Program. To date, there are 19 ambient monitoring stations in the South Coast Air Basin (Basin) operating 23 Federal Reference Method (FRM) PM2.5 monitors under U.S. EPA funding and 17 Federal Equivalent Method (FEM/Non-FEM) PM2.5 continuous monitors. In addition, U.S. EPA has supported the expansion of the network to collect ongoing PM2.5 mass and chemical speciation at several sites within the Basin. The chemical speciation of fine particulate matter helps with the characterization of PM2.5 sources, air quality conditions and health impacts. South Coast AQMD is expected to receive up to \$684,945 from the U.S. EPA for the annually funded PM2.5 Program.

NATTS Program

There are currently 188 hazardous air pollutants (HAPs) or air toxics regulated under the Clean Air Act that are associated with a wide variety of adverse health effects including cancer and neurological effects. U.S. EPA Government Performance Results Act commitments specify a goal of reducing air toxic emissions by 75 percent from 1993 levels to significantly reduce health risks. The NATTS Program was developed to fulfill the need for long-term national HAP monitoring data. In 2007, U.S. EPA expanded the NATTS Program and awarded Section 103 funds to conduct monitoring for toxic air contaminants at two existing monitoring sites, Central Los Angeles and Rubidoux. The air toxics data serves as a continuum between past and future air toxic measurement programs, such as MATES, and allows for more accurate evaluation of toxic trends on a regional basis. South Coast AQMD is expected to receive up to \$236,416 from the U.S. EPA for the annually funded NATTS Program.

Enhanced Particulate Monitoring Program

South Coast AQMD has been providing enhanced particulate monitoring support as part of a national monitoring program since 2003. Sample collection began in early February 2003 and will continue for the foreseeable future. South Coast AQMD is expected to receive up to \$2,100,000 from the U.S. Government for the annually funded Enhanced Particulate Monitoring Program.

PAMS Program

In February 1993, the U.S. EPA promulgated PAMS regulations for areas classified as serious, severe or extreme non-attainment for ozone. These regulations require 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 profilers at five locations. Since the onset of the PAMS Program, the U.S. EPA has annually allocated Section 105 supplemental grant funds in support of this requirement.

U.S. EPA STAR Grant

On June 9, 2014, the U.S. EPA, as part of its Science To Achieve Results (STAR) Program, solicited applications proposing research on empowering communities and individuals to take action to avoid air pollution exposure, using low-cost portable air pollution sensors. Specifically of interest was research on using low-cost portable sensors to understand and avoid air pollution exposure, on the ways that communities and individuals interact with air pollution sensors and their data, on methods for understanding and managing the quality of data from air pollution sensors, and on how sensors and sensor networks compare to existing state-of-the-art air quality monitoring methods. About 100 proposals were received by the U.S. EPA in response to this nationwide solicitation, and South Coast AQMD was awarded \$749,820 to provide California communities with the knowledge necessary to appropriately select, use and maintain sensors and correctly interpret sensor data. On October 7, 2016, the Board recognized \$749,820 in revenue and appropriated \$670,500 to Science & Technology Advancement's FYs 2016-17, 2017-18 and 2018-19 Budgets, Services and Supplies and Capital Outlays Major Objects, to work on this study (the remaining \$79,320 was already included in Salaries and Benefits within Science & Technology Advancement's Budgets).

Rule 1180

Rule 1180, adopted in December 2017, requires real-time fence-line air monitoring systems and establishes a fee schedule to fund refinery-related community air monitoring systems that will provide air quality information to the public about levels of various criteria air pollutants, VOCs, metals and other compounds at or near the property boundaries of petroleum refineries and in nearby communities. Rule 1180 payments totaling up to \$7,151,297 have been received from the seven major petroleum refineries in the Basin for the planning and implementation of the community air

monitoring in two installments on July 1, 2018, and January 30, 2019, and recognized into the Rule 1180 Special Revenue Fund (78).

Beginning January 2020, the refineries will also fund annual operating and maintenance costs for community air monitoring, work pursuant to Rule 301-Regulation III/Permitting and Associated Fees. Revenue in the amount of \$786,000 which had been transferred from the Rule 1180 Special Revenue Fund (78) was originally included in Science & Technology Advancement's FY 2018-19 Budget, Services and Supplies Major Object.

Proposal

The federal revenue to be recognized and FYs 2018-19, 2019-20 and/or 2021-21 appropriations are summarized in Attachments 1 and further described in Attachments 2-8. FY 2019-20 appropriations for Rule 1180 are described in Attachment 9.

PM2.5 Program (FYs 2018-19 and/or 2019-20)

U.S. EPA is expected to provide Section 103 Grant funding in an amount up to \$684,945 for the continuation of the PM2.5 Program through March 31, 2020. Revenue for this grant in the amount of \$461,000 has already been included in the budget. This action is to recognize, upon receipt, the remaining revenue up to \$223,945 into the FYs 2018-19 and FY 2019-20 Budgets and appropriate up to \$223,945 into Science & Technology Advancement's FYs 2018-19 and/or 2019-20 Budgets, as set forth in Attachment 2.

PM2.5 Program (FY 2018-19)

U.S. EPA provided Section 103 Grant funding to maintain the PM2.5 Program during FY 2018-19. This action is to recognize the remaining balance up to \$37,814 into the FY 2019-20 Budget and appropriate up to \$37,814 into Science & Technology Advancement's FY 2019-20 Budget, as set forth in Attachment 3. U.S. EPA concurs with staff's proposed reallocation.

NATTS Program (FY 2019-20)

U.S. EPA is expected to provide Section 103 Grant funding in an amount up to \$236,416 to continue the NATTS Program for the period from July 1, 2019, to June 30, 2020. Revenue for this grant in the amount of \$83,000 has already been included in the FY 2019-20 Budget. This action is to recognize, upon receipt, the remaining revenue up to \$153,416 into the FY 2019-20 Budget and appropriate up to \$153,416 to Science & Technology Advancement's FY 2019-20 Budget, as set forth in Attachment 4. U.S. EPA concurs with staff's proposed allocation.

NATTS Program (FY 2018-19)

U.S. EPA provided section 103 Grant funding to maintain the NATTS program during FY 2018-19. This action is to recognize the remaining balance up to \$88,017 into the

FY 2019-20 Budget and appropriate up to \$88,017 into Science & Technology Advancement's FY 2019-20 Budget, as set forth in Attachment 5. U.S. EPA concurs with staff's proposed reallocation.

Enhanced Particulate Monitoring Program (FY 2019-20)

The South Coast AQMD is expected to receive funding from the U.S. Government for the ongoing Enhanced Particulate Monitoring Program for FY 2019-20 in an amount up to \$2,100,000. This action is to recognize, upon receipt, revenue up to \$896,000 into the FY 2019-20 Budget (\$1,204,000 was already included in the FY 2019-20 Adopted Budget) and appropriate up to \$447,433 into Science and Technology Advancement's FY 2019-20 Budget, Services & Supplies and Capital Outlays Major Objects, as set forth in Attachment 6. (\$1,652,567 relates to Salaries, Employee Benefits, and Indirect Costs).

PAMS Program (FY 2018-19)

As in previous years, there is a need to reallocate PAMS funding in the final quarter of the federal fiscal year ending September 30, 2019. This action is to recognize the remaining balance including savings from equipment purchases funded by FY 2018 early adopter funds, up to \$305,287 into the FY 2019-20 Budget and appropriate up to \$305,287 into Science & Technology Advancement's FY 2019-20 Budget, as set forth in Attachment 7. U.S. EPA concurs with staff's proposed reallocation.

U. S. EPA STAR Grant (FYs 2019-20 and/or 2020-21)

U.S. EPA has provided funding in Section 103 grant funds for the STAR Grant. Revenue for this grant in the amount of \$111,347 has already been included in the FY 2019-20 Budget. This action is recognize, upon receipt, the remaining revenue up to \$204,483 into the FY 2018-19 Budget and appropriate up to \$315,830 into Science & Technology Advancement's FY 2019-20 and/or 2020-21 Budget as set forth in Attachment 8.

Rule 1180

Rule 1180 payments in the amount of \$786,000 were included in the FY 2018-19 Budget from seven major petroleum refineries in the Basin for the planning and implementation of community air monitoring. There is a need to reallocate the estimated remaining balance into the FY 2019-20 Budget. This action is to transfer up to \$750,000 from the Rule 1180 Special Revenue Fund (78) to the General Fund and appropriate up to \$750,000 to Science & Technology Advancement's FY 2019-20 Budget (Org 42), as set forth in Attachment 9.

Proposed Purchases through Solicitation Process, 'Prior Bid, Last Price,' and/or Cooperative Agreement
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 approximate cost for two gas dilution systems is \$22,000 (see Table 1). The purchase will be made by "Prior Bid, Last Price" or through an informal solicitation process as allowed by the South Coast AQMD Procurement Policy and Procedure which authorizes informal bids for equipment under \$25,000.

PM10 Samplers

U.S. EPA's NATTS Program requires the analysis of air toxics samples collected on filters from PM10 samplers. The current collocated PM10 samplers have been in operation since the inception of the NATTS Program and are in need of replacement. The approximate cost for two PM10 samplers is approximately \$19,000 (see Table 1). The purchase will be made by "Prior Bid, Last Price" or through an informal solicitation process as allowed by the South Coast AQMD Procurement Policy and Procedure which authorizes informal bids for equipment under \$25,000.

Vehicle

At the outset of the Enhanced Particulate Monitoring Program over 12 years ago, several dedicated vehicles were purchased to meet the mileage intensive needs of the program. Several of these original vehicles have now been driven over 200,000 miles, and the U.S. Department of Homeland Security, which is the funding agency for this program, concurs that replacing one of these vehicles is appropriate. At this time, staff proposes to replace one vehicle with the lowest possible emissions at an estimated cost of \$40,000 through "Prior Bid, Last Price," and/or a Cooperative Purchasing agreement. Low emission vehicles are available from vendors through cooperative purchasing under the State of California, Department of General Services, Procurement Division, and Alternative Fueled Vehicles Contract 1-18-23-23A through H. Low emission sedans, trucks and/or vans will be selected from the vendor on the list with the most competitive price for these types of vehicles. The cost of the vehicle will not exceed \$40,000 (see Table 1).

Proposed Purchases through Sole Source Purchase Orders

Partisol PM2.5 FRM Monitor

The U.S. EPA Section 103 grant award includes one-time funding for the purchase of two FRM sequential PM2.5 samplers from Thermo Fisher Scientific, Inc. The Partisol PM2.5 monitor is the only commercially available FRM sampler still in use in South Coast AQMD's air monitoring network, and it is the only monitor that would allow South Coast AQMD to satisfy U.S. EPA collocation requirements, which dictate that new FRM samplers added to the network must use the same sampler/method code as

those that are already in operation without adding additional collocated monitors. The cost of the samplers will not exceed \$40,000 (see Table 2).

PM2.5 Continuous FEM Monitor

The U.S. EPA Section 103 Grant award includes one-time funding of \$20,000 for the purchase of one Met One 1022 PM2.5 continuous FEM monitor. The Met One Model 1022 is the only real-time, continuous PM2.5 mass monitor that employs a unique “in-situ” sampling technique where the beta measurement is kept at a near fixed temperature above ambient conditions minimizing error due to loss of semi-volatile particulate material or excessive moisture in the sample stream. This instrument is being purchased for evaluation of manufacturer claims and has the potential to reduce operational costs associated with running the PM2.5 monitoring network. The cost of the instrument from Met One Inc. will not exceed \$20,000 (see Table 2).

Sole Source Justification

Section VIII.B.3 of the Procurement Policy and Procedure identifies four major provisions under which a sole source award funded, in whole or in part with federal funds, may be justified. Specifically, this request for sole source award is made under the provision B.3.a.: The item is available only from a single source. The Partisol PM2.5 FRM monitor from Thermo Fisher Scientific, Inc., is the only instrument that would allow South Coast AQMD to satisfy U.S. EPA collocation requirements, which dictate that new FRM samplers added to the network must use the same sampler/method code as those that are already in operation within the network. Similarly, Met One Inc. is the only manufacturer of a real-time, continuous PM2.5 mass monitor that employs a unique “in-situ” sampling technique. This purchase is to evaluate the Met One Model 1022 performance claims.

Resource Impacts

EPA Section 103 Grant funding will support the continuation of the PM2.5 Monitoring Program, including equipment and services and supplies necessary to meet the objectives of the PM2.5 Monitoring Program.

U.S. EPA Section 103 Grant funding will support the continuation of the NATTS Monitoring Program, including equipment, contracts and supplies necessary to meet the objectives of the NATTS Program.

U.S. Government funding will fully support the Enhanced Particulate Monitoring Program.

The U.S. EPA’s remaining FY 2018-19 PAMS Program funds will help support continued efforts under the PAMS Program.

The U.S. EPA remaining FY 2018-19 STAR Grant funds will help support continued efforts under the STAR Grant.

Initial and final payments required from petroleum refineries under Rule 1180 will provide sufficient resources to plan and establish the required community air monitoring program. Future annual funding will provide sufficient resources for the ongoing community air monitoring operation and maintenance through the Rule 301 – Regulation III/Permitting and Associated Fees.

**Table 1
Proposed Purchases through Solicitation Process, ‘Prior Bid, Last Price,’ and/or
Cooperative Agreement Purchase Orders**

Description	Qty	Funding Source	Estimated Cost
Gas Dilution Systems	2	PAMS (26 th Year)	\$22,000
PM10 Samplers	2	NATTS FY 2019-20	\$19,000
Vehicle	1	U.S. Government FY 2019-20	\$40,000
Total			Not to Exceed \$81,000

**Table 2
Proposed Purchases through Sole Source Purchase Orders**

Description	Qty	Funding Source	Estimated Cost
Partisol PM2.5 FRM Monitor	2	PM2.5 FY 2019-20	\$40,000
PM2.5 Continuous FEM Monitor	1	PM2.5 FY 2019-20	\$20,000
Total			Not to Exceed \$60,000

Attachments

1. Proposed Federal Revenues and Expenditures for FYs 2018-19, 2019-20 and/or 2020-21
2. Proposed PM2.5 Expenditures for FYs 2018-19 and/or 2019-20
3. Proposed PM2.5 Expenditures for FY 2019-20 (Remaining Prior Year’s Balance)
4. Proposed NATTS Expenditures for FY 2019-20
5. Proposed NATTS Expenditures for FY 2019-20 (Remaining FY 2018-19 Balance)
6. Proposed Enhanced Particulate Monitoring Expenditures for FY 2019-20
7. Proposed 26th Year PAMS Expenditures for FY 2019-20 (Remaining FY 2018-19 Balance)
8. Proposed U.S. EPA STAR Grant Expenditures for FYs 2019-20 and/or 2020-21 (Remaining FY 2018-19 Balance)
9. Proposed Rule 1180 Expenditures for FY 2019-20 (Remaining FY 2018-19 Balance)

Attachment 1
Proposed Federal Revenues and Expenditures for FYs 2018-19, 2019-20, and/or 2020-21

Program Year	Funding Agency	Program Name	Proposed Revenues	Proposed Expenditures	Detailed Appropriations
FYs 2018-19 and/or 2019-20	EPA-Section 103	PM2.5 Program	\$223,945	\$223,945	Attachment 2
FY 2018-19*	EPA-Section 103	PM2.5 Program	\$37,814	\$37,814	Attachment 3
FY 2019-20	EPA-Section 103	NATTS	\$153,416	\$153,416	Attachment 4
FY 2018-19*	EPA-Section 103	NATTS	\$88,017	\$88,017	Attachment 5
FY 2019-20	U.S. Govt.	Enhanced Particulate Monitoring**	\$896,000	\$447,433	Attachment 6
FY 2018-19*	EPA-Section 105	PAMS	\$305,287	\$305,287	Attachment 7
FY 2018-19 and/or 2020-21*	EPA-Section 103	U.S. EPA STAR Grant**	\$204,483	\$315,830	Attachment 8
			\$1,908,962	\$1,571,742	

*Recognize revenue and appropriate funds representing the remaining balance from FY 2018-19.

**The difference between the proposed revenue and expenditure amounts is due to the revenue estimate included in the FY 2019-20 Budget that can vary from year to year.

Attachment 2
Proposed PM2.5 Expenditures for FYs 2018-19 and/or 2019-20

Account Description	Account Number	Program Code	Estimated Expenditures*
Services & Supplies Major Object:			
Rents and Leases Structure	67350	47500	\$10,000
Maintenance of Equipment	67600	47500	\$62,500
Building Maintenance	67650	47500	\$10,000
Travel	67800	47500	\$6,000
Laboratory Supplies	68050	47500	\$62,500
Office Expenses	68100	47500	\$2,945
Small Tools, Instruments, Equipment	68300	47500	\$10,000
Total Services & Supplies Major Object:			\$163,945
Capital Outlays Major Object:			
Partisol PM2.5 FRM Monitor (2)	77000	47500	\$40,000
PM2.5 Continuous FEM Monitor (1)	77000	47500	\$20,000
Total Capital Outlays Major Object:			\$60,000
Total Appropriations			
			\$223,945

Note: Salaries and Benefits are already included in the adopted FYs 2018-19 and 2019-20 Budgets.

*Funds not expended by June 30, 2019, will be carried over to FY 2019-20.

Attachment 3
Proposed PM2.5 Expenditures for FY 2019-20
(Remaining Prior Year's Balance)

Account Description	Account Number	Program Code	Initial Appropriation*	Appropriations not to Exceed
Maintenance of Equipment	67600	47500	\$4,000	\$18,907
Laboratory Supplies	68050	47500	\$4,000	\$18,907
Total Appropriations			\$8,000	\$37,814

*This is the estimated amount for the first quarter of FY 2019-20. Any remaining amount will be appropriated upon reconciliation of FY 2018-19 expenditures.

Attachment 4
Proposed NATTS Expenditures for FY 2019-20

Account Description	Account Number	Program Code	Estimated Expenditures
Services & Supplies Major Object:			
Professional and Specialized Services	67450	47468	\$1,000
Maintenance of Equipment	67600	47468	\$56,707
Travel	67800	47468	\$3,000
Laboratory Supplies	68050	47468	\$71,710
Office Expenses	68100	47468	\$1,000
Small Tools, Instruments, Equipment	68300	47468	\$999
Total Services & Supplies:			\$134,416
Capital Outlays Major Object:			
PM10 Monitors (2)	77000	47468	\$19,000
Total Capital Outlays:			\$19,000
Total Appropriations			\$153,416

Note: Salaries, Benefits and Indirect Costs are included in the FY 2019-20 Budget.

Attachment 5
Proposed NATTS Expenditures for FY 2019-20
(Remaining FY 2018-19 Balance)

Account Description	Account Number	Program Code	Initial Appropriation*	Appropriations not to Exceed
Services & Supplies Major Object:				
Professional and Specialized Services	67450	47468	\$600	\$2,429
Demurrage	67550	47468	\$1,000	\$4,350
Maintenance of Equipment	67600	47468	\$7,000	\$30,300
Travel	67800	47468	\$700	\$1,435
Laboratory Supplies	68050	47468	\$10,000	\$41,001
Office Expenses	68100	47468	\$250	\$1,002
Small Tools, Instruments, Equipment	68300	47468	\$1,500	\$7,500
Total Services & Supplies:			\$21,050	\$88,017
Total Appropriations			\$21,050	\$88,017

*This is the estimated amount for the first quarter of FY 2019-20. Any remaining amount will be appropriated upon reconciliation of FY 2018-19 expenditures.

Attachment 6
Proposed Enhanced Particulate Monitoring Expenditures for FY 2019-20

Account Description	Account Number	Program Code	Estimated Expenditures
Salaries & Employee Benefits Major Object:			
Overtime	52000	44505	\$50,000
Total Salaries & Employee Benefits Major Object:			\$50,000
Services & Supplies Major Object:			
Temporary Agency Services	67450	47505	\$254,000
Maintenance of Equipment	67600	47505	\$1,200
Building Maintenance	67650	47505	\$500
Auto Mileage	67700	47505	\$99,833
Clothing	68800	47505	\$500
Office Expenses	68100	47505	\$200
Small Tools, Instruments, Equipment	68300	47505	\$1,200
Total Services & Supplies:			\$357,433
Capital Outlays Major Object:			
Vehicle (1)	77000	47505	\$40,000
Total Capital Outlays:			\$40,000
Total Appropriations			\$447,433

Note: Salaries, Benefits and Indirect Costs (excluding overtime) are included in the FY 2019-20 Budget.

Attachment 7
Proposed 26th Year PAMS Expenditures for FY 2019-20
(Remaining FY 2018-19 Balance)

Account Description	Account Number	Program Code	Initial Appropriation*	Appropriations not to Exceed
Services & Supplies Major Object:				
Rents & Leases Equipment	67300	47530	\$100	\$500
Rents & Leases Structure	67350	47530	\$2,000	\$6,102
Professional and Specialized Services	67450	47530	\$25,000	\$85,602
Temp Agency Services	67460	47530	\$1,000	\$9,000
Demurrage Expenses	67550	47530	\$2,500	\$6,388
Maintenance of Equipment	67600	47530	\$17,500	\$50,102
Building Maintenance	67650	47530	\$2,000	\$19,048
Travel	67800	47530	\$1,000	\$6,749
Communications	67900	47530	\$500	\$5,973
Laboratory Supplies	68050	47530	\$10,000	\$36,502
Office Expense	68100	47530	\$1,000	\$10,800
Office Furniture	68200	47530	\$250	\$1,200
Small Tools, Instruments, Equipment	68300	47530	\$5,000	\$31,321
Training	69500	47530	\$1,500	\$14,000
Total Services & Supplies Major Object:			\$69,350	\$283,287
Capital Outlays Major Object:				
Gas Dilution Systems (Up to 2, partially paid with remaining \$19,722 Early Adopter funds)	77000	47530	\$0	\$22,000
Total Capital Outlays Major Object:			\$0	\$22,000
FY 2019-20 Appropriations			\$69,350	\$305,287

*This is the estimated amount for the first quarter of FY 2019-20. Any remaining amount will be appropriated upon reconciliation of FY 2018-19 expenditures.

Attachment 8
Proposed U.S. EPA STAR Grant Expenditures for FYs 2019-20 and/or 2020-21
(Remaining FY 2018-19 Balance)

Account Description	Account Number	Program Code	Initial Appropriation*	Appropriations not to Exceed
Services & Supplies/ Capital Outlays Major Objects:				
Sensor Purchase (@ \$1,000 per sensor)	68300	43246	\$500	\$2,456
Lab Consumables	68050	43246	\$2,500	\$9,678
Community Groups/Study Participants	67450	43246	\$35,000	\$140,386
UCLA (Sub-recipient)	67450	43246	\$12,500	\$50,500
BAAQMD, Sacramento AQMD, other participating Air Districts	67450	43246	\$22,500	\$90,000
Outreach Activities – Workshops / Public Meetings	67450	43246	\$5,500	\$22,810
Total Services & Supplies/ Capital Outlays Major Objects:			\$78,500	\$315,830
Total Appropriations			\$78,500	\$315,830

* This is the estimated amount for the first quarter of FY 2019-20. Any remaining amount will be appropriated upon reconciliation of FY 2018-19 expenditures.

Attachment 9
Proposed Rule 1180 Expenditures for FY 2019-20
(Remaining FY 2018-19 Balance)

Account Description	Account Number	Initial Appropriation*	Appropriations not to Exceed
Rents and Leases Structures	67350	\$60,000	\$250,000
Professional and Specialized Services	67450	\$40,000	\$175,000
Temporary Agency Services	67460	\$12,500	\$50,000
Maintenance of Equipment	67600	\$12,500	\$50,000
Building Maintenance	67650	\$25,000	\$100,000
Auto Mileage	67700	\$10,000	\$40,000
Communications	67900	\$2,500	\$10,000
Laboratory Supplies	68050	\$6,000	\$25,000
Office Expense	68100	\$6,000	\$25,000
Small Tools	68300	\$6,000	\$25,000
Total Appropriations		\$180,500	\$750,000

*This is the estimated amount for the first quarter of FY 2019-20. Any remaining amount will be appropriated upon reconciliation of FY 2018-19 expenditures.

Item 11

DRAFT

BOARD MEETING DATE: June 7, 2019

AGENDA NO.

PROPOSAL: Execute Lease Agreement for Operation of South Coast AQMD's On-Site Child Care Center

SYNOPSIS: The lease agreement for the child care center located at South Coast AQMD's Diamond Bar headquarters will expire on June 30, 2019. This action is to execute a new ten-year lease with the current operator, Priyalal and Lasanthi Kurera, Incorporated.

COMMITTEE: Administrative, May 10, 2019; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to execute a lease agreement with Priyalal and Lasanthi Kurera, Incorporated for the operation of the child care center facility at South Coast AQMD's Diamond Bar headquarters for the period of July 1, 2019 through June 30, 2029, at an annual lease payment of \$43,929.36, plus increases of two percent per year beginning with the second year, and an option to extend the contract for up to two additional years at South Coast AQMD's discretion.

Wayne Nastri
Executive Officer

AJO:VMR:lm

Background

The original lease with Priyalal and Lasanthi Kurera, Incorporated for operation of South Coast AQMD's on-site child care center was for the period February 1, 2004 to February 5, 2007. Under provisions in the lease agreement, the lease was extended to January 31, 2009. In July 2008, the parties agreed to extend the lease an additional year. On November 7, 2008, the Board awarded Priyalal and Lasanthi Kurera, Incorporated a ten-year lease, from February 2, 2009 through June 30, 2019, with the option for South Coast AQMD to terminate the lease at any time, upon six months' notice, should it become necessary.

Staff has received a proposal from Priyalal and Lasanthi Kurera, Incorporated, owners and operators of Towne and Country Preschool and Infant Center, requesting to renew their

contract for an additional ten years. The proposal offers a curriculum that meets the expectations of South Coast AQMD parents, demonstrates an interest in, and commitment to, maintaining a quality child care center, while continuing to keep costs low for parents and South Coast AQMD, and meeting all licensing requirements. Further, staff has conducted a survey of South Coast AQMD parents with children who currently attend the child care center under the operation of Priyalal and Lasanthi Kurera, Incorporated, and obtained overwhelmingly positive feedback.

Proposal

Staff recommends South Coast AQMD enter into a new lease agreement without a formal bid process to allow the child care center to continue to operate without interruption. The Procurement Policy allows South Coast AQMD to enter into a sole source contract when specific circumstances make it in the best interest of South Coast AQMD (Section VIII.B.2.d). In this case, the best interests of South Coast AQMD is to enter into a lease with the current child care center operator, Priyalal and Lasanthi Kurera, Incorporated to continue to provide high-quality and reasonably-priced child care services. In addition, the possibility of bringing in another provider at this time would be disruptive to the parents and children who count on the child care center to provide those services in a stable environment.

Resource Impacts

Under the terms of the lease, the child care center operator is responsible for providing water, electricity, gas, telephone, janitorial, landscape, waste management, pest control, and security services and for maintaining and replacing appliances and internal furnishings. The monthly lease payment of \$3,660.78 generates \$43,929.36 in revenue annually and, during the term of the current lease, revenue has exceeded South Coast AQMD maintenance costs. Under the new lease, payments will increase by two percent each year beginning with the second year of the lease.

Item 12

DRAFT

BOARD MEETING DATE: June 7, 2019

AGENDA NO.

PROPOSAL: Execute Contract for Maintenance, Service, and Repairs of Heating, Ventilation, Air Conditioning, and Refrigeration Equipment

SYNOPSIS: The current maintenance services contract for HVAC and refrigeration equipment at South Coast AQMD’s Diamond Bar headquarters expires June 20, 2019. On March 1, 2019, the Board approved release of an RFP to solicit proposals from contractors interested in providing these services. This action is to execute a three-year contract with KLM to provide HVAC and refrigeration equipment maintenance, services and repairs at the South Coast AQMD Diamond Bar headquarters for an amount not to exceed \$130,937. Funding for the first year of this contract has been included in the FY 2019-20 Budget and will be requested in successive fiscal years.

COMMITTEE: Administrative, May 10, 2019; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to execute a three-year contract with KLM for a total amount not to exceed \$130,937 from July 1, 2019 through June 30, 2022 for maintenance, service, and repairs of heating, ventilation, air conditioning, and refrigeration equipment.

Wayne Nastri
Executive Officer

AJO:BJ:lm

Background

The current contract with KLM for HVAC and refrigeration maintenance, services and repairs expires June 20, 2019. On March 1, 2019, the Board authorized the release of RFP #P2019-15 to request bids for HVAC and refrigeration maintenance, services and repairs. South Coast AQMD maintains HVAC equipment requiring servicing, maintenance and repairs in the Computer Room, Print Shop, and Laboratory, as well as the Cafeteria and Child Care Center.

Contractors responding to RFP #2019-15 were asked to bid on HVAC and refrigeration equipment maintenance, services and repairs. In addition to these routine services, South Coast AQMD typically expects unanticipated equipment related repairs and parts replacements and based on past experience, this cost was approximately 4 percent of the routine maintenance cost. Since it is difficult to project what these unforeseen costs might be, the contract amount includes the three-year cost as submitted by the contractor for HVAC and refrigeration maintenance, service and repairs plus an additional \$5,000 annually, as a contingency to cover unanticipated HVAC and refrigeration related repairs and replacements.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFP and inviting bids was 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 have been notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP has been 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>).

Bid Evaluation

Three contractors attended the mandatory bidder's conference on March 14, 2019, and two proposals were received when final bidding closed at 2:00 p.m. on April 17, 2019. A panel of South Coast AQMD employees evaluated both proposals based on the criteria specified in the RFP (cost, understanding of requirements, contractor qualifications and references regarding past work experience). The panel determined that KLM was the only firm of the two proposers that submitted a complete, responsive and technically-qualified proposal.

The evaluation panel consisted of three South Coast AQMD staff: a Building Maintenance Manager, Building Supervisor, and Business Services Manager. Of the panel members, one is Caucasian and two are Hispanic; one female and two male.

Proposal

Staff recommends the contract be awarded to KLM. KLM is a full-service HVAC and refrigeration contractor with over 35 years of experience in Southern California. In addition, KLM has serviced and maintained multiple components of South Coast AQMD's HVAC and refrigeration equipment for the past six years, and their references from other public and private facilities were excellent.

Resource Impacts

Annual costs for HVAC and refrigeration maintenance, services and repairs are: \$42,140 for FY 2019-20; \$43,626 for FY 2020-21; and \$45,171 for FY 2021-22. Funding for the first year of this contract has been included in the FY 2019-20 Budget and will be requested in successive fiscal years.

DRAFT

Item 13

BOARD MEETING DATE: June 7, 2019

AGENDA NO.

PROPOSAL: Execute Contract for Landscape Maintenance Services

SYNOPSIS: The current contract for landscape maintenance services at South Coast AQMD's Diamond Bar headquarters expires June 30, 2019. On March 1, 2019, the Board approved release of an RFP to solicit proposals from contractors interested in providing landscape maintenance services. This action is to execute a three-year contract with Tropical Plaza Nursery Inc. to provide landscape maintenance services at the South Coast AQMD headquarters, for an amount not to exceed \$277,515. Funding for the first year of this contract has been included in the FY 2019-20 Budget and will be requested in successive fiscal years.

COMMITTEE: Administrative, May 10, 2019; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to execute a three-year contract with Tropical Plaza Nursery Inc., for an amount not to exceed \$277,515 from July 1, 2019 through June 30, 2022 for landscape maintenance services.

Wayne Nastri
Executive Officer

AJO:BJ:lm

Background

South Coast AQMD contracts with a landscape maintenance contractor to provide routine landscape maintenance and tree trimming services at the Diamond Bar headquarters. The current contract expires June 30, 2019. On March 1, 2019, the Board approved release of RFP #2019-16 to solicit proposals from landscape maintenance contractors interested in providing landscape maintenance services at South Coast AQMD headquarters through June 30, 2022.

Contractors responding to RFP #2019-16 were asked to bid on landscape maintenance services. In addition to these routine services, South Coast AQMD typically has unanticipated landscape related repairs and replacements and based on past experience, this cost was approximately 2 percent of the routine maintenance cost.

These unanticipated costs result from things such as weather-related damage to landscape, vehicle related damage, pest infestation and disease. Since it is difficult to project what these unforeseen costs might be, the contract amount includes the three-year cost as submitted by the contractor for routine landscape maintenance services, plus an additional \$5,550 annually, as a contingency to cover unanticipated plant related repairs and replacements.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFP and inviting bids was 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 have been notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP has been 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>).

Bid Evaluation

Two contractors attended the mandatory bidders' conference on March 21, 2019 and two proposals were received when final bidding closed at 2:00 p.m. on April 19, 2019.

Evaluation of the two proposals was based on the criteria specified in the RFP (cost, understanding of requirements, contractor qualifications and references regarding past work experience).

The evaluation panel consisted of three South Coast AQMD employees: a Building Maintenance Manager, Building Supervisor, and Business Services Manager. Of the panel members, one is Caucasian and two are Hispanic; one female and two male.

Proposal

Staff recommends the contract be awarded to Tropical Plaza Nursery Inc. who submitted the highest-rated responsive bid. Tropical Plaza Nursery Inc. has agreed to use the most environmentally safe tools and equipment available on the market. This shall include electric, battery-powered, or four-stroke blowers, edgers, trimmers, and other gardening equipment.

Resource Impacts

Annual costs for the landscape maintenance services are: \$91,905 for FY 2019-20; \$92,505 for FY 2020-21; and \$93,105 for FY 2021-22. Funding for the first year of this contract has been included in the FY 2019-20 Budget and will be requested in successive fiscal years.

Attachment

Evaluation of Proposals for RFP #2019-16

ATTACHMENT A

EVALUATION OF PROPOSALS FOR RFP #2019-16

LANDSCAPE MAINTENANCE SERVICES

Bidder	Technical Score	Cost Score	Additional Points	Total Score
Tropical Plaza Nursery Inc.	65	25	5	95
Gothic Landscape Maintenance Division	57	30	7	94

Item 14

DRAFT

BOARD MEETING DATE: June 7, 2019

AGENDA NO.

PROPOSAL: Execute Contract for Tree Trimming and Plant Care Maintenance Services

SYNOPSIS: The current contract for landscape maintenance services at South Coast AQMD's Diamond Bar headquarters expires June 30, 2019. On February 1, 2019, an RFP was released to solicit proposals from landscape contractors interested in providing tree trimming and plant care maintenance services. This action is to execute a three-year contract with Gothic Landscape Maintenance Division to provide tree trimming and plant care maintenance services, for an amount not to exceed \$99,932. Funding for the first year of this contract has been included in the FY 2019-20 Budget and will be requested in successive fiscal years.

COMMITTEE: Administrative, May 10, 2019; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to execute a three-year contract with Gothic Landscape Maintenance Division to provide tree trimming and plant care maintenance services for an amount not to exceed \$99,932 from July 1, 2019 through June 30, 2022.

Wayne Nastri
Executive Officer

WJ:BJ:lm

Background

South Coast AQMD contracts with a landscape maintenance contractor to provide routine landscape maintenance and tree trimming services at the Diamond Bar headquarters. The current contract expires June 30, 2019. On February 1, 2019, RFP #2019-14 was released to solicit proposals from tree maintenance contractors interested in providing tree trimming and plant care maintenance services at South Coast AQMD headquarters through June 30, 2022.

Contractors responding to RFP #2019-14 were asked to bid on tree trimming and plant care maintenance services. In addition to these routine services, South Coast AQMD

typically has unanticipated tree-related repairs and replacements and based on past experience, this cost was approximately 4% of the routine maintenance cost.

These unanticipated costs result from things such as weather-related damage to trees, vehicle related damages, pest infestations and diseases. Since it is difficult to project what these unforeseen costs might be, the contract amount includes the three-year cost as submitted by the contractor for routine tree trimming and plant care maintenance services, plus an additional \$4,325 annually, as a contingency to cover unanticipated tree related repairs and replacements.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFP and inviting bids was 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 have been notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP has been 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>).

Bid Evaluation

Four vendors attended the mandatory bidders' conference on February 21, 2019. Two proposals were received when final bidding closed at 2:00 p.m. on March 21, 2019.

Evaluation of the two responsive proposals was based on criteria specified in the RFP, which included cost, understanding of requirements, contractor qualifications, and past experience. The attached evaluation summary lists responsive bidders and their scores.

The evaluation panel consisted of three South Coast AQMD employees: a Building Services Manager, Air Quality Specialist, and Principal Air Quality Instrument Specialist. Of the panel members, one is Caucasian, one is Asian-American and one is African-American; one female and two male.

Proposal

Staff recommends the contract be awarded to Gothic Landscape Maintenance Division, who submitted the highest-rated and lowest cost responsive bid, for tree trimming and plant care maintenance services. Gothic Landscape Maintenance Division has agreed to use the most environmentally safe tools and equipment available on the market. This will include electric, battery-powered, or four-stroke blowers, edgers, trimmers, and other gardening equipment.

Resource Impacts

Annual costs for the tree trimming and plant care maintenance services are: \$26,271 for FY 2019-20; \$45,446 for FY 2020-21; and \$28,215 for FY 2021-22. Funding for the first year of this contract has been included in the FY 2019-20 Budget and will be requested in successive fiscal years.

Attachment

Evaluation of Proposals for RFP #2019-14

ATTACHMENT

EVALUATION OF PROPOSALS FOR RFP #2019-14

TREE TRIMMING AND PLANT CARE MAINTENANCE SERVICES

Bidder	Technical Score	Cost Score	Additional Points	Total Score
Gothic Landscape Maintenance Division	67	30	0	97
West Coast Arborist, Inc.	61	25	0	86

DRAFT

Item 15

BOARD MEETING DATE: June 7, 2019

AGENDA NO.

PROPOSAL: Authorize Funding, and Execute Community Leadership and Engagement Programs

SYNOPSIS: South Coast AQMD seeks to engage with community leadership of disadvantaged and environmental justice communities throughout the South Coast Air Basin with two expert public relation firms. Each firm will host South Coast AQMD with influential leaders in a series of six meetings each that will provide an opportunity to educate and raise awareness on our mission to fight for clean air in their communities and our need to meet federal attainment deadlines. This action is to execute sole source contracts with the Cordoba Corporation and Bakewell Media for \$150,000 each from the BP ARCO Settlement Project Fund (46), for an amount not to exceed \$300,000.

COMMITTEE: Administrative, May 10, 2019; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Chairman to execute sole source contracts with the Cordoba Corporation for \$150,000 and Bakewell Media for \$150,000 from the BP Arco Settlement Project Fund (46).

Wayne Nastri
Executive Officer

DJA:jns

Background

South Coast AQMD continually seeks innovative ways to engage with community leadership (e.g., representatives from federal, state and local government, business, health, neighborhood, environmental and non-profit groups, and other organizations) to educate and increase air quality awareness within their communities in the South Coast Air Basin through programs and events, and the need to meet federal attainment deadlines by 2023 and 2031, especially within disadvantaged and environmental justice communities.

Past outreach efforts have been effective in raising awareness about South Coast AQMD and air quality issues among local communities, reaching thousands of program and event participants. Additionally, such interactions help make it possible for community leaders to better understand local air pollution problems and to encourage their residents to more actively participate in South Coast AQMD's mission to clean the air.

This program would specifically target Community Leaders in the disadvantaged and environmental justice areas in South Coast AQMD's jurisdiction. The series of meetings will provide a unique opportunity for South Coast AQMD to educate and engage leaders and decision-makers on the challenges of reaching attainment of the National Ambient Air Quality Standards (NAAQS) as required under the federal Clean Air Act. The meetings will also serve as a forum to facilitate discussion on policy and other solutions needed to reach attainment of the federal air quality standards. As a result of these educational outreach efforts, these leaders and decision-makers in turn can share the information with their constituents to promote community involvement and support for clean air which will lead to improved quality of life in the South Coast region.

Sole Source Justification

Section VIII.B.2. of the Procurement Policy and Procedure identifies provisions under which a sole source award may be justified. This request for sole source award is made under provision B.2.c: The desired services are available from only the sole-source based upon one or more of the following reasons: (1) The unique experience and capabilities of the proposed contractor or contractor team.

The Cordoba Corp and Bakewell Media were selected to be sole source contractors because they both are aware of South Coast AQMD and their unique relationships they have with key-leaders in their respective communities. They possess expertise in air quality, environmental justice and related issues in the South Coast Air Basin.

Proposal

Each contractor proposes to engage the South Coast AQMD in a series of six meetings each in the next twelve months with disadvantaged and environmental justice constituency. The programs will include a robust dialogue focusing on the South Coast AQMD's initiatives and priorities on air quality issues to reach NAAQS attainment, health effects, the need to take action, the role key leaders can play and methods of educating communities.

Resource Impacts

Sufficient funding will exist for these sole source contracts, of \$300,000 from BP ARCO Settlement Projects Fund (46).

Item 16

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT

Legislative, Public Affairs & Media

MEMORANDUM

DATE: May 10, 2019

TO: Administrative Committee

FROM: Derrick Alatorre
Deputy Executive Officer

SUBJECT: New Committee Member Request -
Local Government & Small Business Assistance Advisory Group

The South Coast AQMD’s Local Government & Small Business Assistance Advisory Group (LGSBA) is comprised of 20 members representing local government (7), small business (5) and public (5), as well as three Governing Board members.

Recommendation

LGSBA Chair, Council Member Ben Benoit recommends the individual listed below serve on the LGSBA Advisory Group, and Dr. Burke concurs with his recommendation.

NEW Candidate	Affiliation	Representing
Carlos Rodriguez	Council Member, Yorba Linda	Local Government

The new member will serve a four-year term, which will be June 2019 – June 2022. Attached for your review is the bio for Carlos Rodriguez.

DJA:jns

Attachment

ABOUT COUNCIL MEMBER RODRIGUEZ

Council Member Carlos Rodriguez is a ten-year resident of Yorba Linda who brings his extensive knowledge of balanced budgets, managing staff, and leading organizations to the City Council.

CAREER

Council Member Rodriguez serves as the Chief Executive Officer of the Building Industry Association Southern California Baldy View Chapter. Previously, he worked as a senior executive at a statewide public relations firm. He also worked in Sacramento as a communications consultant in the California State Senate, where he advised legislators on media relations and the development of collateral materials disseminated to educate constituents on public policy. Additionally, he has served as a faculty advisor at California State University, Fullerton and Chaffey College in Rancho Cucamonga, as well as a sports reporter at the Riverside Press Enterprise.

PREVIOUS EXPERIENCE

Council Member Rodriguez has served as a Parks and Recreation Commissioner for the City of Yorba Linda, where he served as the Commission's liaison to the Sports Advisory Committee. While serving on the Commission, three new parks were opened and he advised the City Council on the ongoing capital improvement projects for parks in future years. He has also served as a key advisor and consultant to political campaigns at the city, county, state, and federal levels. In 2006, he was appointed by Governor Schwarzenegger to the Commission on Aging to help address housing, health care, and other elderly quality of life issues; he served through 2010.

EDUCATION

Council Member Rodriguez received his undergraduate degree at California State University, San Bernardino, and his Master of Arts Degree from California State University, Fullerton.

PERSONAL

If you ask Council Member Rodriguez, he will tell you that "husband" and "father" are the two most important titles in his life. Council Member Rodriguez and his wife, Rhonda, are the proud parents of two children, Ryan and Rebekah.

REGIONAL GOVERNMENT & COMMITTEE INVOLVEMENT

- Southern California Association of Governments Transportation Committee

ACHIEVEMENTS & AWARDS

- 2006 "Corporate Advocate of the Year" from California Hispanic Chamber of Commerce