



South Coast Air Quality Management District

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
Mayor Ben Benoit, Vice Chair
Mayor Pro Tem Judith Mitchell
Dr. Clark E. Parker, Sr.

May 11, 2018 ♦ 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

Listen Only Passcode: 5821432

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

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

AGENDA

CALL TO ORDER

DISCUSSION ITEMS – Items 1 through 6:

- | | | | |
|----|--|---|-----------|
| 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 | pgs. 2-3 |
| 4. | Review June 1, 2018 Governing Board Agenda | Wayne Nastri | pgs. 4-11 |
| 5. | Approval of Compensation for Board Member Assistant(s)/ Consultant(s) (Any material, if submitted, will be distributed at the meeting.) (<i>Motion Requested if Motion Made</i>) | Dr. Burke | |

- | | | | |
|----|---|--|------------|
| 6. | Status Report on Major Ongoing and Upcoming Projects for Information Management (<i>No Motion Requested</i>)
<i>Information Management is responsible for data systems management services in support of all SCAQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.</i> | Ron Moskowitz
ADEO, Information
Management | pgs. 12-16 |
|----|---|--|------------|

ACTION ITEMS - Items 7 through 11:

JUNE AGENDA ITEMS

- | | | | |
|-----|--|---|---------------|
| 7. | Recognize Revenue for AB 617 Implementation (<i>Motion Requested</i>)
<i>In January 2018, the Board recognized \$10.7 million upon receipt from CARB for AB 617 implementation. This action is to recognize up to an additional \$100,000 upon receipt in the General Fund for AB 617.</i> | Jill Whynot
Chief Operating
Officer | pgs.
17-18 |
| 8. | Execute Contracts to Implement Recommendations to Enhance Socioeconomic Assessments for AQMP (<i>Motion Requested</i>).
<i>Two RFPs were released on March 2, 2018 to assist in the implementation of two major recommendations by Abt Associates, Inc. intended to enhance SCAQMD's socioeconomic assessments for future AQMPs. The purpose of the first RFP was to conduct a literature review and provide recommendations on analyzing public welfare benefits of clean air (e.g., agriculture, ecology, recreational visibility, and building materials benefits). The second RFP solicited proposals to conduct a literature review and empirical study of residential visibility benefits, and to provide recommendations on the quantification and valuation of these benefits. Using the prescribed evaluation criteria to consider cost and technical qualifications, Industrial Economics, Inc. (IEc) received the highest overall score for its submitted proposals in response to both RFPs. This action is to execute contracts with IEc in an amount not to exceed \$146,508: 1) for the review of public welfare benefits in the amount of \$49,289; and 2) for the review and study of residential visibility benefits in the amount of \$97,219. Funding is available in the Planning, Rule Development and Area Sources FY 2017-18 Budget.</i> | Philip Fine
DEO, Planning, Rule
Development & Area
Sources | pgs.
19-24 |
| 9. | Recommendation to Appoint Member to SCAQMD Home Rule Advisory Group (No Written Material) (<i>Motion Requested</i>)
<i>Based on Board Resolution No. 02-29, the appointment by Dr. William Burke of Mayor Ben Benoit as Vice Chair to the Home Rule Advisory Group is being submitted for the concurrence of this Committee.</i> | Philip Fine | |
| 10. | Establish Special Revenue Fund, Recognize Revenue, and Issue Solicitations and Purchase Orders for Community Air Monitoring Stations Near Petroleum Refineries (<i>Motion Requested</i>).
<i>In December 2017, the Board approved Rule 1180, which requires major petroleum refineries to fund the installation and operation of refinery-related community air monitoring stations by January 1, 2020. These actions are to establish the Rule 1180 Special Revenue Fund (78), recognize revenue for Rule 1180 payments up to \$7,508,861 into the Rule 1180 Special Revenue Fund (78), and issue solicitations and purchase orders for data telemetry server software necessary for the</i> | Jason Low
ADEO, Science &
Technology
Advancement | pgs. 25-27 |

planning and implementation of the community air monitoring stations near petroleum refineries.

11. Execute a Contract for Removal and Replacement of Parking Structure Waterproof Coating (***Motion Requested***)
The vehicular traffic waterproofing membrane on the parking structure at SCAQMD's Headquarters was applied during construction of the building in 1991. Due to age and normal wear and tear, the structural integrity of the coating is in decline. This action is to execute a contract with Kitson Construction, Inc. for the removal and replacement of the parking structure waterproof coating in an amount not to exceed \$334,400 from District General's FY 2018-19 Budget.

John Olvera pgs. 28-31
ADEO, Administrative
& Human Resources

OTHER MATTERS:

12. Other Business
Any member of the Committee, or its staff, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, may make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter, or may take action to direct staff to place a matter of business on a future agenda. (Govt Code Section 54954.2)
13. 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).
14. **Next Meeting Date:** June 8, 2018 at 10:00 a.m.

Dr. Burke

ADJOURNMENT

Document Availability

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

Americans with Disabilities Act

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



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[↑ Back to Agenda](#)

Item 2

BOARD MEETING DATE: June 1, 2018

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee met May 11, 2018 and reviewed the proposed agenda for the June 1, 2018 Board meeting. The Committee also discussed various issues detailed in the Committee report. The next Administrative Committee meeting is June 8, 2018, 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 11, 2018 Administrative Committee meeting.]

Administrative Committee Discussion Items:

[Will be inserted subsequent to the May 11, 2018 Administrative Committee meeting.]

Report on Board Member Travel Authorized by the Chairman at the May 11, 2018 Administrative Committee meeting:

DATE	TRAVELER	DESTINATION	PURPOSE
May 24-25, 2018	Mayor Pro Tem Judith Mitchell	Sacramento, CA	Mayor Pro Tem Mitchell will attend the monthly CARB Board Meeting as the SCAQMD Board Representative.



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BOARD MEETING DATE: June 1, 2018

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RECOMMENDED ACTION:
Approve this report.

Dr. William A. Burke, Chair
Administrative Committee

NV

Attendance:

[Will be inserted subsequent to the May 11, 2018 Administrative Committee meeting.]

Administrative Committee Discussion Items:

[Will be inserted subsequent to the May 11, 2018, Administrative Committee meeting.]

Report on Board Member and Staff Out-of-Country Travel Authorized by the Chairman at the May 11, 2018 Administrative Committee meeting:

DATE	TRAVELER	DESTINATION	PURPOSE
May 31, 2018- June 6, 2018	Andrea Polidori	Paris, France	As a kick-off to the State Department’s Air Quality Awareness Week, the Environment, Science, Technology, and Health section in Paris is organizing a conference in partnership with ATMO France and AirParif on the topic of air quality. Robert Blanco, representing the Embassy of the United States in France invited SCAQMD to participate as

			<p>a speaker to provide an overview of air quality in Southern California. Specifically, the request is to discuss the history of air quality in the Los Angeles Basin, current monitoring capabilities, and the use of advanced measurement technologies including low-cost sensors.</p> <p>Representatives of local air quality agencies, Universities, and other groups working on air quality issues will also participate in this meeting. Mr. Blanco also mentioned that one-on-one meetings with other air quality officials or universities working on air monitoring and new technologies could be arranged. Lodging, Meals and Incidental Expenses, and international and local transportation for the conference will be fully covered by the Embassy of the United States in France. This will be a good opportunity to represent the SCAQMD and AQ-SPEC internationally and Dr. Andrea Polidori is recommended to represent SCAQMD in this capacity.</p>
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5/9/2018 8:04 AM

Item 4

DRAFT

MEETING, JUNE 1, 2018

A meeting of the South Coast Air Quality Management District Board will be held at 9:00 a.m., in the Auditorium at SCAQMD 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

- | | | |
|--------|--|---------------------|
| 10210. | Approve Minutes of May 4, 2018 Board Meeting | Garzaro/2500 |
| 10209. | Set Public Hearings July 6, 2018 to Consider Adoption of and/or Amendments to SCAQMD Rules and Regulations | Nastri/3131 |
| 10099 | Set Public Hearing July 6, 2018 to Certify Final Environmental Assessment and Amend Rules 1146, 1146.1, 1146.2 and Adopt Rule 1100
<i>(Continued from May 4, 2018 meeting by operation of Governing Board Procedures, Administrative Code §30.10)</i> | Fine/2239 |

The adoption Resolution of the Final 2016 AQMP directed staff to achieve additional NOx emission reductions and to transition the RECLAIM program to a command-and-control regulatory structure as soon as practicable. PARs 1146, 1146.1 and 1146.2 represent the first set of command-and-control rules that establish Best Available Retrofit Control Technology requirements that RECLAIM facilities with equipment applicable to these rules will be required to meet. Proposed Rule 1100 - Implementation Schedule for NOx Facilities establishes the compliance schedule for PARs 1146 and 1146.1 equipment for facilities exiting the RECLAIM program. PAR 1146.2 includes the compliance schedule for equipment regulated under this rule. This action is to adopt the Resolution: 1) Certifying the Final Environmental Assessment for Proposed Amended Rules 1146 - Emissions of Oxides of Nitrogen from Industrial, Institutional and Commercial Boilers, Steam Generators, and Process Heaters; 1146.1 - Emissions of Oxides of Nitrogen from Small Industrial, Institutional, and Commercial Boilers, Steam Generators, and Process Heaters; 1146.2 - Emissions of Oxides of Nitrogen from Large Water Heaters and Small Boilers and Process Heaters; and Proposed Rule 1100 - Implementation Schedule for NOx Facilities; 2) Amending Rules 1146, 1146.1, 1146.2; and 3) Adopting Rule 1100. (Reviewed: Stationary Source Committee, April 20, 2018)

10140. Set Public Hearing July 6, 2018 to Determine that Proposed Amendments to Rule 1111 – Reduction of NOx Emissions from Natural-Gas-Fired, Fan-Type Central Furnaces Are Exempt from CEQA and Amend Rule 1111 **Nakamura/3105**

At the Public Hearing to adopt amendments to Rule 1111 on March 2, 2018, the Board directed staff to return with additional labeling requirements for units that are subject to a mitigation fee. PAR 1111 will add labeling requirements for any furnace that is utilizing the mitigation fee alternate compliance option. This action is to adopt the Resolution: 1) Determining that the proposed amendments to Rule 1111 – Reduction of NOx Emissions from Natural-Gas-Fired, Fan-Type Central Furnaces, are exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 1111 – Reduction of NOx Emissions from Natural-Gas-Fired, Fan-Type Central Furnaces. (Reviewed: Stationary Source Committee, April 20, 2018)

Budget/Fiscal Impact

10198. Execute Contracts to Implement Recommendations to Enhance Socioeconomic Assessments for AQMP **Fine/2239**

Two RFPs were released on March 2, 2018 to assist in the implementation of two major recommendations by Abt Associates, Inc. intended to enhance SCAQMD's socioeconomic assessments for future AQMPs. The purpose of the first RFP was to conduct a literature review and provide recommendations on analyzing public welfare benefits of clean air (e.g., agriculture, ecology, recreational visibility, and building materials benefits). The second RFP solicited proposals to conduct a literature review and empirical study of residential visibility benefits, and to provide recommendations on the quantification and valuation of these benefits. Using the prescribed evaluation criteria to consider cost and technical qualifications, Industrial Economics, Inc. (IEc) received the highest overall score for its submitted proposals in response to both RFPs. This action is to execute contracts with IEc in an amount not to exceed \$146,508: 1) for the review of public welfare benefits in the amount of \$49,289; and 2) for the review and study of residential visibility benefits in the amount of \$97,219. Funding is available in the Planning, Rule Development and Area Sources FY 2017-18 Budget. (Reviewed: Administrative Committee, May 11, 2018; Recommended for Approval)

10201. **Execute Contract for Heavy-Duty Hydrogen Vehicle Fueling Station and Receive and File California Fuel Cell Partnership Board Meeting Agenda and Activity Updates** **Miyasato/3249**

On April 6, 2018, the CEC awarded \$8 million to Equilon Enterprises LLC for construction and operation of a renewable hydrogen vehicle refueling station at the Port of Long Beach. Equilon will own and operate the 1,000 kilogram per day truck refueling station on land sub-leased from Toyota, which (under a separate contract with FuelCell Energy) will generate hydrogen using a trigeneration system using biogas to produce up to 1.27 tons per day of renewable hydrogen. In addition to refueling Toyota vehicles at 700 bar, SCAQMD cofunding will be used to refuel heavy-duty vehicles at 350 bar, supporting various fuel cell demonstration vehicles by multiple operators in the local ports. These actions are to execute a contract with Equilon Enterprises LLC, dba Shell Oil Products US, in an amount not to exceed \$1.2 million from the Clean Fuels Program Fund (31) as well as receive and file the April 2018 California Fuel Cell Partnership Executive Board Meeting Agenda and recent activity updates. (Reviewed: Technology Committee, May 18, 2018; Recommended for Approval)

10216. **Adopt Resolution Recognizing Revenue and Accepting Terms and Conditions for Funding Agricultural Replacement Measures for Emission Reductions Program and Reimburse General Fund for Administrative Costs** **Minassian/2641**

The Budget Act of 2017 allocated \$135 million to be administered by CARB for FY 2017-18 grants to air districts under the Funding Agricultural Replacement Measures for Emission Reductions (FARMER) Program. CARB has allocated \$1,878,800 to the SCAQMD under this program. This action is to adopt a Resolution recognizing revenue up to \$1.9 million from CARB into the Carl Moyer Program Fund (32) and accept terms and conditions of the FY 2017-18 FARMER Grant. This action is to also reimburse the General Fund for administrative costs to implement the FARMER Program. (Reviewed: Technology Committee, May 18, 2018; Recommended for Approval)

10136. **Establish Special Revenue Fund, Recognize Revenue, and Issue Solicitations and Purchase Orders for Community Air Monitoring Stations Near Petroleum Refineries** **Low/2269**

In December 2017, the Board approved Rule 1180, which requires major petroleum refineries to fund the installation and operation of refinery-related community air monitoring stations by January 1, 2020. These actions are to establish the Rule 1180 Special Revenue Fund (78), recognize revenue for Rule 1180 payments up to \$7,508,861 into the Rule 1180 Special Revenue Fund (78), and issue solicitations and purchase orders for data telemetry server software necessary for the planning and implementation of the community air monitoring stations near petroleum refineries. (Reviewed: Administrative Committee, May 11, 2018; Recommended for Approval)

10211. **Execute Contract for Removal and Replacement of Parking Structure Waterproof Coating** **Olvera/2309**

The vehicular traffic waterproofing membrane on the parking structure at SCAQMD's Headquarters was applied during construction of the building in 1991. Due to age and normal wear and tear, the structural integrity of the coating is in decline. This action is to execute a contract with Kitson Construction, Inc. for the removal and replacement of the parking structure waterproof coating in an amount not to exceed \$334,400 from District General's FY 2018-19 Budget. (Reviewed: Administrative Committee, May 11, 2018; Recommended for Approval)

10218. **Recognize Revenue for AB 617 Implementation** **Whynot/3104**

In January 2018, the Board recognized \$10.7 million upon receipt from CARB for AB 617 implementation. This action is to recognize up to an additional \$100,000 in the General Fund into the FY 2017-18 Budget for AB 617. (Reviewed: Administrative Committee, May 11, 2018; Recommended for Approval)

10037. **Approve Contract Awards and Modification as Approved by MSRC** **Pettis**

Items XX through XX - Information Only/Receive and File

10158. **Legislative, Public Affairs and Media Report** **Alatorre/3122**

This report highlights the April 2018 outreach activities of the Legislative, Public Affairs and Media Office, which include: Environmental Justice Update, Community Events/Public Meeting, Business Assistance, Media Relations, and Outreach to Business, Federal, State, and Local Government. (No Committee Review)

10215. **Hearing Board Report** **Prussack/2500**

This reports the actions taken by the Hearing Board during the period of April 1 through April 30, 2018. (No Committee Review)

10134. **Civil Filings and Civil Penalties Report** **Gilchrist/3459**
- This reports the monthly penalties from April 1, 2018 through April 30, 2018, and legal actions filed by the General Counsel's Office from April 1, 2018 through April 30, 2018. An Index of District Rules is attached with the penalties report. (Reviewed: Stationary Source Committee, May 18, 2018)
10117. **Lead Agency Projects and Environmental Documents Received by SCAQMD** **Nakamura/3105**
- This report provides, for the Board's consideration, a listing of CEQA documents received by the SCAQMD between April 1, 2018 and April 30, 2018, and those projects for which the SCAQMD is acting as lead agency pursuant to CEQA. (Reviewed: Mobile Source Committee, May 18, 2018)
10021. **Rule and Control Measure Forecast** **Fine/2239**
- This report highlights SCAQMD rulemaking activities and public workshops potentially scheduled for 2018. (No Committee Review)
10213. **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 SCAQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects. (Reviewed: Administrative Committee, May 11, 2018)

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 8, 2018.

10055. **Administrative Committee (Receive & File)** **Chair: Burke** **Nastri/3131**
10071. **Mobile Source Committee (Receive & File)** **Chair: Parker** **Fine/2239**
10132. **Refinery Committee (Receive & File)** **Chair: Parker** **Fine/2239**
10176. **Stationary Source Committee (Receive & File)** **Chair: Benoit** **Tisopoulos/3123**
9987. **Technology Committee (Receive & File)** **Chair: Buscaino** **Miyasato/3249**

10046. Mobile Source Air Pollution Reduction Review Committee (Receive & File) Board Liaison: Benoit Minassian/2641

10208. California Air Resources Board Monthly Report (Receive & File) Board Rep: Mitchell Garzaro/2500

PUBLIC HEARING

10222. Adopt Executive Officer's FY 2018-19 Draft Budget (*Continued from May 4, 2018 Board Meeting*) Jain/2804

The Executive Officer's Draft Budget for FY 2018-19 has been developed and is recommended for adoption. The proposed budget includes implementation of the phased-in fee increase adopted by the Board on June 2, 2017 to continue cost recovery efforts. This action is to adopt the Executive Officer's Draft Budget for FY 2018-19. (Reviewed: Special Governing Board Meeting/Budget Study Session, April 13, 2018)

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

BOARD MEMBER TRAVEL – (No Written Material)

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

CLOSED SESSION - (No Written Material)

Gilchrist/3460

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 SCAQMD 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 SCAQMD's authority. Speakers will be limited to a total of three (3) minutes for the Consent Calendar and Board Calendar and three (3) minutes or less for other agenda items.

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

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

ACRONYMS

AQ-SPEC = Air Quality Sensor Performance Evaluation Center

AQIP = Air Quality Investment Program

AQMP = Air Quality Management Plan

AVR = Average Vehicle Ridership

BACT = Best Available Control Technology

Cal/EPA = California Environmental Protection Agency

CARB = California Air Resources Board

CEMS = Continuous Emissions Monitoring Systems

CEC = California Energy Commission

CEQA = California Environmental Quality Act

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

CNG = Compressed Natural Gas

CO = Carbon Monoxide

CTG = Control Techniques Guideline

DOE = Department of Energy

EV = Electric Vehicle

FY = Fiscal Year

GHG = Greenhouse Gas

HRA = Health Risk Assessment

LEV = Low Emission Vehicle

LNG = Liquefied Natural Gas

MATES = Multiple Air Toxics Exposure Study

MOU = Memorandum of Understanding

MSERCs = Mobile Source Emission Reduction Credits

MSRC = Mobile Source (Air Pollution Reduction) Review Committee

NATTS =National Air Toxics Trends Station

NESHAPS = National Emission Standards for Hazardous Air Pollutants

NGV = Natural Gas Vehicle

NOx = Oxides of Nitrogen

NSPS = New Source Performance Standards

NSR = New Source Review

OEHHA = Office of Environmental Health Hazard Assessment

PAMS = Photochemical Assessment Monitoring Stations

PAR = Proposed Amended Rule

PEV = Plug-In Electric Vehicle

PHEV = Plug-In Hybrid Electric Vehicle

PM10 = Particulate Matter \leq 10 microns

PM2.5 = Particulate Matter \leq 2.5 microns

PR = Proposed Rule

RECLAIM=Regional Clean Air Incentives Market

RFP = Request for Proposals

RFQ = Request for Quotations

SCAG = Southern California Association of Governments

SIP = State Implementation Plan

SOx = Oxides of Sulfur

SOON = Surplus Off-Road Opt-In for NOx

SULEV = Super Ultra Low Emission Vehicle

TCM = Transportation Control Measure

ULEV = Ultra Low Emission Vehicle

U.S. EPA = United States Environmental Protection Agency

VOC = Volatile Organic Compound

ZEV = Zero Emission Vehicle

DRAFT

BOARD MEETING DATE: June 1, 2018

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 SCAQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.

COMMITTEE: Administrative, May 11, 2018; Reviewed

RECOMMENDED ACTION:
Receive and file.

Wayne Nastri
Executive Officer

RMM:MAH:OSM:agg

Background

Information Management (IM) provides a wide range of information systems and services in support of all SCAQMD 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 specifies 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 1, 2018 Board Meeting
Information Management Status Report on Major Ongoing and
Upcoming Projects During the Next Six Months

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Implementation of Enterprise Geographic Information System (EGIS)	Support accomplishment of the agency’s mission through the effective and cost-efficient implementation of EGIS and related technologies	\$173,255	<ul style="list-style-type: none"> • Completed all of the nine prioritized EGIS projects: <ul style="list-style-type: none"> ○ EGIS Program Management ○ EGIS Data Governance ○ GIS Data Maintenance Workflow Design ○ System Installation, Configuration and Phasing Plan ○ ESRI Software Installation, Configuration, Testing and Training ○ Enterprise Geodatabase Implementation ○ Enterprise GIS Data Maintenance ○ AirVision GIS Integration ○ Open Data Portal 	Completion date: May 30. This project was completed within budget and ahead of schedule.
Fiber Cable Network Infrastructure Upgrade	Replace the existing fiber network cable infrastructure to support core computer networking (interconnect) in the agency; the Fiber Network Cable System will support higher bandwidth (min. 10 Gbps) from current (1 Gbps) to support increasing computing demands	\$311,202	<ul style="list-style-type: none"> • Released RFP November 3, 2017 • Awarded contract to Digital Networks Group, Inc. • Fiber cable installation completed 	Completion date: May 30. This project was completed within budget and ahead of schedule.

Project	Brief Description	Budget	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 (DC), Gas Stations (GS) and Automotive Spray Booths (ASB)	Phase 1 \$450,000 Phase 1.1 \$200,000	<ul style="list-style-type: none"> • Phase 1 400A Form Filing and DC permit processing application complete and deployed to production • Phase 1.1 DC with Facility ID integration completed and deployed to production • Phase 1.1 GS and ASB permit processing modules enhanced to support R1401 rule changes. Final acceptance testing completed and staged for deployment 	<ul style="list-style-type: none"> • Full deployment of GS and ASB modules
Permitting System Automation Phase 2	Enhanced Web application to automate permit application process for Registration Equipment, IC Engines, and Vapor Recovery systems; and implement electronic permit folder and workflow for internal SCAQMD users	\$610,000	<ul style="list-style-type: none"> • Phase 2 task order issued and awarded 	<ul style="list-style-type: none"> • Start of Phase 2 development work scheduled for June, 2018
Air Quality Index Rewrite and Migration	Develop new Web Service and/or Web Application Program Interface to migrate Air Quality Index function from FORTRAN computer to STA's data management system	\$83,700	<ul style="list-style-type: none"> • AQI Calculation Web Service and Hourly Update development modified and enhanced to support AQ Sensors • Development work and initial acceptance testing completed 	<ul style="list-style-type: none"> • Parallel testing June 30, 2018

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Information Technology Review Implementation	Complete Board requested Information Technology review and initiate work on implementation of key recommendations	\$75,000	<ul style="list-style-type: none"> • Initiated Implementation Planning and Resource Requirements for key recommendations • Completed Steering Committee charter and agenda • Conducted recruitment process to fill Systems & Programming Supervisor position • Scheduled and completed Microsoft Project Plan training for all IM Managers, Supervisors and Secretaries 	<ul style="list-style-type: none"> • Draft Implementation Plan Preparation • Information Technology Steering Committee kickoff meeting • Office 365 Deployment planning • Evaluation and selection of 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	\$104,591	<ul style="list-style-type: none"> • Task order issued and awarded • Project started April 10, 2018 	<ul style="list-style-type: none"> • Requirements gathering work in progress; Business Process Model and Wire Frame deliverables
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, SCAQMD'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. 	<ul style="list-style-type: none"> • Revise project scope to include custom user interface • Develop plan and schedule for revised scope

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Replace Your Ride (RZR)	New Web application to allow residents to apply for incentives to purchase newer, less polluting vehicles	\$211,820	<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 collaboration with air districts for possible statewide RZR implementation
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"> New system development for Legal Division approved March 2, 2018 	<ul style="list-style-type: none"> Task order issuance, evaluation and award
Document Conversion Services	Document Conversion Services to convert paper documents stored at SCAQMD facilities to electronic storage in OnBase	\$82,000		<ul style="list-style-type: none"> Release RFP July 6, 2018 Approve qualified vendors October 5, 2018

Shaded Projects – Projects completed and will be removed from this list on subsequent reports

Completed Projects	
Project	Date Completed
CLASS Database Software Licensing and Support	November 30, 2017
Website & Evaluation Improvements	January 6, 2018
Information Technology Review	January 31, 2018
Prequalify Vendor List for PCs, Network Hardware, etc.	February 3, 2018
Renewal of HP Server Maintenance & Support	April 6, 2018
Implementation of Enterprise Geographic Information System (EGIS)	May 30, 2018
Fiber Cable Network Infrastructure Upgrade	May 30, 2018

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BOARD MEETING DATE: June 1, 2018

AGENDA NO.

PROPOSAL: Recognize Revenue for AB 617 Implementation

SYNOPSIS: In January 2018, the Board recognized \$10.7 million upon receipt from CARB for AB 617 implementation. This action is to recognize up to an additional \$100,000 upon receipt in the General Fund for AB 617.

COMMITTEE: Administrative, May 11, 2018; Recommended for Approval

RECOMMENDED ACTIONS:

1. Recognize revenue up to \$100,000 upon receipt from CARB and appropriate \$100,000 into District General's FY 2017-18 or FY 2018-19 Budget Services and Supplies Major Object for AB 617 expenditures.

Wayne Nastri
Executive Officer

JW

Background

AB 617 is a very important statewide program that will enable enhanced efforts related to community engagement, and strengthen our ability to reduce emissions and improve public health in environmental justice areas. The major elements of this new program include: identification and prioritization of communities that will receive emission monitoring and/or emission reduction plans; rule development to ensure that facilities in the state greenhouse gas cap and trade program install Best Available Retrofit Control Technology; development of a statewide emission reporting system for criteria, toxic, and greenhouse gas emissions for facilities in the state greenhouse gas cap and trade program, and improved transparency and access to information.

AB 109 provided \$25 million statewide for the first year of AB 617 implementation. SCAQMD's portion of the funding is \$10.8 million. In January 2018, the Board recognized \$10.7 million and authorized several actions to help support the increased work that this program requires. This action is necessary to recognize the remaining \$100,000 that SCAQMD can receive from CARB.

Proposal

Staff is seeking Board approval to recognize in the General Fund up to \$100,000 of additional AB 617 funding from CARB.

Benefits to SCAQMD

The additional funding will help support SCAQMD efforts to fulfill the legislative directives of AB 617.

Resource Impacts

The additional funding of \$100,000 from CARB’s Community Air Protection Program under AB 617, together with \$10.7 million of AB 617 funding recognized by the Board in January 2018, will provide sufficient resources to implement SCAQMD’s AB 617 program for the first year.

DRAFT

BOARD MEETING DATE: June 1, 2018

AGENDA NO.

PROPOSAL: Execute Contracts to Implement Recommendations to Enhance Socioeconomic Assessments for AQMP

SYNOPSIS: Two RFPs were released on March 2, 2018 to assist in the implementation of two major recommendations by Abt Associates, Inc. intended to enhance SCAQMD's socioeconomic assessments for future AQMPs. The purpose of the first RFP was to conduct a literature review and provide recommendations on analyzing public welfare benefits of clean air (e.g., agriculture, ecology, recreational visibility, and building materials benefits). The second RFP solicited proposals to conduct a literature review and empirical study of residential visibility benefits, and to provide recommendations on the quantification and valuation of these benefits. Using the prescribed evaluation criteria to consider cost and technical qualifications, Industrial Economics, Inc. (IEc) received the highest overall score for its submitted proposals in response to both RFPs. This action is to execute contracts with IEc in an amount not to exceed \$146,508: 1) for the review of public welfare benefits in the amount of \$49,289; and 2) for the review and study of residential visibility benefits in the amount of \$97,219. Funding is available in the Planning, Rule Development and Area Sources FY 2017-18 Budget.

COMMITTEE: Administrative, May 11, 2018; Recommended for Approval

RECOMMENDED ACTIONS:

Authorize the Executive Officer to execute two separate contracts with Industrial Economics, Inc., in the amounts of \$49,289 and \$97,219, respectively, for a combined total not to exceed \$146,508 from the FY 2017-18 Budget, Professional and Special Services account.

Wayne Nasti
Executive Officer

Background

Following the SCAQMD Board's 2012 Resolution that called for a comprehensive review of SCAQMD's socioeconomic assessments, the independent reviewer Abt Associates made recommendations for potential enhancements in its 2014 report. Staff committed, to the extent feasible, to implementing these recommendations. To date, ten key recommendations have been fully implemented in recent socioeconomic impact assessments of proposed and proposed amended rules and in the 2016 AQMP Socioeconomic Report. Staff received Board approval on March 2, 2018 to release two RFPs to solicit qualified firms or sole practitioners to assist staff in implementing additional recommendations to enhance and potentially expand the public welfare benefits analysis for future AQMPs.

The socioeconomic analyses of previous AQMPs quantified several types of public welfare benefits of clean air, including protection against decreased visibility from residential locations and damage to crops, buildings, and other materials. As the analyses relied upon data and methodologies that may not fully reflect more recent developments in the literature, the 2014 Abt Associates report also recommended that staff conduct an updated literature search and review of public welfare benefits, including more recent research on additional benefits of clean air such as recreational visibility and ecological benefits. For residential visibility benefits, Abt Associates further recommended that staff consider potentially sponsoring an updated empirical study.

Proposal

Staff is seeking Board approval to authorize the Executive Officer to execute two separate contracts with Industrial Economics, Inc., (IEc) in the amounts of \$49,289 and \$97,219, respectively, for a combined total not to exceed \$146,508 from the FY 2017-18 Budget, Professional and Special Services account.

The purpose of the first contract is to conduct a literature review and empirical study of the clean air benefits related to residential visibility improvement, from which the study results can be applied to quantifying potential visibility benefits of implementing future AQMPs for the South Coast Air Basin (SCAB). The purpose of the second contract is to conduct a literature review of most updated studies on agriculture, ecology, recreational visibility, and material benefits of clean air that are applicable to the SCAB and can potentially inform the welfare benefits analysis for the implementation of future AQMPs.

Outreach

In accordance with SCAQMD's Procurement Policy and Procedure, a public notice advertising the RFPs 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 SCAQMD's own electronic listing of certified minority vendors. Notice of the RFPs were emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on the Internet at SCAQMD's website(<http://www.aqmd.gov>). The RFP was also sent to various companies with potential expertise in the subject areas.

Bid Evaluation

A total of three bids were received for each of the RFPs. The same three firms submitted bids for both of the RFPs. One of the firms is certified as a small business and received additional points for each of their bids. Attachments 1 and 2 reflect the evaluation of the submitted proposals in response to RFP #P2018-08 and RFP #P2018-09, respectively.

Using the prescribed evaluation criteria to consider technical and cost qualifications, only one of the three proposals for RFP #2018-08 was scored as technically qualified. This bid was from IEc. The review panel noted a good understanding of the scope of work, the proposed technical/management approach, and relevant experience of the project team as important factors that contributed to the high score.

Two of the three submitted proposals for RFP #2018-09, one by ICF Incorporated and the other by IEc, were considered technically qualified. Between the two qualified proposals, IEc had a higher overall score. The review panel noted the strengths of both proposals, including the understanding of the scope of work and project personnel. However, the IEc proposal stood out due to their experience in relevant past projects, which include a U.S. EPA visibility study, and the technical/management approach, which includes the potential to use a more advanced technique involving the use of Light Detection and Ranging (LiDAR) data to measure visibility.

Panel Composition

The submitted proposals were evaluated by two review panels, with three of the four members common to both panels.

For RFP #P2018-08, the panel consisted of the SCAQMD Health Effects Officer, two Program Supervisors, and a Senior Regional Planner at the Southern California Association of Governments. Of the four panelists, three are Asian and one is Caucasian; two male and two female.

For RFP #P2018-09, the panel consisted of the SCAQMD Health Effects Officer, one Program Supervisor, one Air Quality Specialist, and a Senior Regional Planner at the

Southern California Association of Governments. Of the four panelists, two are Asian and two are Caucasian; three male and one female.

Resource Impacts

The costs of the contracts proposed by IEc are \$49,289 for literature review of public welfare benefits (RFP #P2018-08) and \$97,219 for literature review and empirical study of residential visibility benefits (RFP #P2018-09). The combined total of both contracts will not exceed \$146,508. Funding is available from the Planning, Rule Development and Area Sources FY 2017-18 Budget.

Attachments

1. Evaluation of Respondents to RFP #P2018-08 “Literature Review of Public Welfare Benefits of Clean Air”
2. Evaluation of Respondents to RFP #P2018-09 “Literature Review and Empirical Study of Residential Visibility Benefits”

Attachment 1

Evaluation of Respondents to RFP 2018-08 “Literature Review of Public Welfare Benefits of Clean Air”

Bidder	Proposed Cost	Cost Points	Technical Expertise Points	Additional Points	Total Score
1. ICF Incorporated, LLC	\$ 49,519.00	29.2	54.4*	0	83.6
2. Industrial Economics, Inc.	\$ 49,289.10	29.4	63.9	0	93.2
3. Infra Associates	\$ 48,250.00	30	24.3*	10	64.3
Maximum Possible Points		30	70	15	115

*These proposals were disqualified because they did not score at least 56 points on technical expertise

Attachment 2

Evaluation of Respondents to RFP 2018-09 “Literature Review and Empirical Study of Residential Visibility Benefits”

Bidder	Proposed Cost	Cost Points	Technical Expertise Points	Additional Points	Total Score
1. ICF Incorporated, LLC	\$ 99,999.00	28.9	60.8	0	89.6
2. Industrial Economics, Inc.	\$ 97,218.82	29.7	63.6	0	93.4
3. Infra Associates	\$ 96,350.00	30	25.8*	10	65.8
Maximum Possible Points		30	70	15	115

*Infra Associates’ proposal was disqualified because they did not score at least 56 points on technical expertise

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BOARD MEETING DATE: June 1, 2018

AGENDA NO.

PROPOSAL: Establish Special Revenue Fund, Recognize Revenue, and Issue Solicitations and Purchase Orders for Community Air Monitoring Stations Near Petroleum Refineries

SYNOPSIS: In December 2017, the Board approved Rule 1180, which requires major petroleum refineries to fund the installation and operation of refinery-related community air monitoring stations by January 1, 2020. These actions are to establish the Rule 1180 Special Revenue Fund (78), recognize revenue for Rule 1180 payments up to \$7,508,861 into the Rule 1180 Special Revenue Fund (78), and issue solicitations and purchase orders for data telemetry server software necessary for the planning and implementation of the community air monitoring stations near petroleum refineries.

COMMITTEE: Administrative, May 11, 2018; Recommended for Approval

RECOMMENDED ACTIONS:

1. Establish the Rule 1180 Special Revenue Fund (78).
2. Recognize revenue, upon receipt, up to \$7,508,861 into the Rule 1180 Special Revenue Fund (78) for the Rule 1180 initial and final payments.
3. Authorize the Procurement Manager, in accordance with SCAQMD Procurement Policy and Procedure, to issue solicitation(s) and purchase orders for software upgrades for the data telemetry system servers, including Microsoft Windows Server 2016 and Microsoft SQL Server 2016, in an amount not to exceed \$36,000.

Wayne Nastri
Executive Officer

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Background

Petroleum refineries are among the largest stationary sources of air pollution in the South Coast Air Basin (Basin). These sources process crude oil into various products,

such as gasoline, diesel fuel, aviation fuel and other fuel oils. Crude oil consists of a complex mixture of hydrocarbon compounds with smaller amounts of impurities, including sulfur, nitrogen, organic acids, metals and various toxic compounds. The processing of crude oil at petroleum refineries can result in potential emissions of greenhouse gases, criteria pollutants, toxic air contaminants and other air pollutants. In recent years, community concerns over emissions from refineries and the potential for community exposure to air contaminants has increased, both from routine facility operations and potential releases due to upset conditions or emergency situations.

SCAQMD has conducted technology demonstration studies to assess the level of air toxics and criteria pollutants on-site and near refineries and compare levels of the shorter-duration sampling to estimated levels expected from reported annual emissions inventories. Ongoing work with optical remote sensing (ORS) and low-cost sensors continue to study air pollutants in communities that are near refineries. Refinery related sampling is also a component of the Multiple Air Toxic Exposure Study (MATES V), which will be conducted throughout 2018 and 2019.

Rule 1180, which was 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, volatile organic compounds, metals and other compounds at or near the property boundaries of petroleum refineries and in nearby communities.

In accordance with Rule 1180 requirements, staff will develop a draft plan for community air monitoring systems that will be made available for public review prior to Board consideration of the draft plan. Rule 1180 payments totaling \$7,508,861 will be received from the eight 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. Beginning in January 2020, the refineries will also pay for annual operating and maintenance costs for community air monitoring pending amendments to Rule 301-Fees.

Proposal

These actions are to establish the Rule 1180 Special Revenue Fund (78) and recognize revenue up to \$7,508,861 into the Rule 1180 Special Revenue Fund (78) for the Rule 1180 initial and final payments to support work required under Rule 1180. As plans are further developed, staff will request Board consideration of additional transfers and appropriations from the Rule 1180 fund for equipment, additional staff and other services and supplies.

Proposed Purchases through Solicitation Process

The SCAQMD data telemetry system servers require additional software to allow for the expansion needed to process the additional data from the Rule 1180 community air monitoring stations. Each of the system's 24 processing cores require software for both the Microsoft Windows Server 2016 operating system and the Microsoft SQL Server 2016 relational database. The Procurement Manager will issue one or more solicitations, as appropriate, to solicit formal bids, in accordance with SCAQMD's Procurement Policy and Procedure. Based on the results of the formal bid, one or more purchase orders will be issued to purchase the software licenses for the 24 cores in an amount not to exceed \$36,000.

Benefits to SCAQMD

Funding for the implementation of Rule 1180 will allow SCAQMD to fulfill the requirements of Rule 1180 and the legislative directives of AB 1647, which will result in benefits to environmental justice communities and others working and residing in the Basin.

Resource Impacts

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. The proposed amendment to Rule 301 will provide sufficient resources for ongoing community air monitoring operation and maintenance beginning in FY 2019-20.

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BOARD MEETING DATE: June 1, 2018

AGENDA NO.

PROPOSAL: Execute Contract for Removal and Replacement of Parking Structure Waterproof Coating

SYNOPSIS: The current vehicular traffic waterproofing membrane on the parking structure at SCAQMD's Headquarters is in decline, allowing water migration through cracks and tears into the lower level of the parking structure. This action is to execute a contract with Kitson Construction, Inc., for the removal and replacement of the parking structure waterproof coating for an amount not to exceed \$334,400 from District General's FY 2018-19 Budget.

COMMITTEE: Administrative, May 11, 2018; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to execute a contract with Kitson Construction, Inc., for the removal and replacement of the parking structure waterproof coating at SCAQMD Headquarters in an amount not to exceed \$334,400 from District General's FY 2018-19 Budget, Services and Supplies Major Object, Building Maintenance Operation Account.

Wayne Nastri
Executive Officer

AJO:BJ:lm

Background

The parking structure at SCAQMD Headquarters was erected during construction of the building in 1991. At that time, a waterproof membrane was applied to the upper level parking deck to prevent water migration and damage to the concrete parking structure. The waterproof membrane on the parking structure has exceeded the projected product life expectancy of 15 years and is starting to erode. The deterioration of the waterproof membrane is primarily due to age, UV exposure, vehicular traffic, and seismic activity. This condition has allowed multiple areas of water migration into the fleet parking area below. Staff is recommending the removal of the existing waterproof membrane and replacement with a UV resistant polyurethane traffic coating system.

On January 5, 2018, RFP #P2018-04R was released to solicit proposals from qualified contractors for resurfacing the upper deck of the SCAQMD parking structure.

Outreach

In accordance with SCAQMD'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 SCAQMD's own electronic listing of certified minority vendors. Notice of the RFP was emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on the Internet at SCAQMD's website (<http://www.aqmd.gov>).

Proposal Evaluation

Thirty-two copies of the RFP were sent to prospective contractors, and twenty-three contractors attended the mandatory bidders' conference on January 31, 2018. Four proposals were received when final bidding closed at 2:00 p.m., February 13, 2018. Three of the proposals received were complete and met RFP requirements.

The four-member evaluation panel consisted of a Sika Corporation representative and three SCAQMD employees. The SCAQMD employees include a Building Supervisor, an Air Quality Specialist, and a Principal Air Quality Instrument Specialist. Of the panel members, two are Caucasian, one is Asian, and one is African American; three are male and one is female.

The panel evaluated all qualified responsive proposals based on criteria specified in the RFP, which included completeness of response, cost, understanding of requirements, contractor qualifications, and references regarding past experience.

The proposal evaluation summary provides the scores of the qualified bids. Kitson Construction, Inc. (Kitson) submitted the highest-rated qualified bid, which included excellent references for comparable qualifications relative to the scope of work. Kitson also proposed the lowest cost. Accordingly, staff recommends entering into a contract with Kitson for this project.

Resource Impacts

Sufficient funds are available in District General's FY 2018-19 Budget, Services and Supplies Major Object, Building Maintenance Operation Account.

Attachment

Evaluation of Proposal for RFP #P2018-04R SCAQMD Parking Deck Renovation

**ATTACHMENT A
EVALUATION OF PROPOSAL FOR RFP P#2018-04R**

SCAQMD PARKING DECK RENOVATION

Bidder	Technical Score	Cost Score	Additional Points	Total Score
Kitson Construction, Inc.	71	30	17	118
Patriot Contracting Inc.	60	26	10	96
Howard Ridley Company Inc.	60	20	15	95