

REVISED



South Coast Air Quality Management District

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

ADMINISTRATIVE COMMITTEE MEETING

Committee Members

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

May 8, 2020 ♦ 10:00 a.m.

Pursuant to Governor Newsom's Executive Orders N-25-20 (March 12, 2020) and N-29-20 (March 17, 2020), the South Coast AQMD Administrative Committee meeting will only be conducted via video conferencing and by telephone. Please follow the instructions below to join the meeting remotely.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION AT BOTTOM OF AGENDA

Join Zoom Webinar Meeting - from PC or Laptop

<https://scaqmd.zoom.us/j/92255904416>

Zoom Webinar ID: 922 5590 4416 (applies to all)

Teleconference Dial In

+1 669 900 6833

One tap mobile

+16699006833,92255904416#

Audience will be able to provide public comment through telephone or Zoom connection during public comment periods.

PUBLIC COMMENT WILL STILL BE TAKEN

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)). If you wish to speak, raise your hand on Zoom or press Star 9 if participating by telephone. All agendas for regular meetings are posted at South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of the regular meeting. Speakers may be limited to three (3) minutes each.

CALL TO ORDER

DISCUSSION ITEMS – Items 1 through 9:

1. Board Members' Concerns (***No Motion Required***)
Any member of the Governing Board, on his or her own initiative may raise a concern to the Administrative Committee regarding any South Coast AQMD items or activities. Dr. William A. Burke
Committee Chair
2. Chairman's Report of Approved Travel (***No Motion Required***) Dr. Burke
3. Report of Approved Out-of-Country Travel
(***No Motion Required***) Wayne Nastri
Executive Officer
4. Review June 5, 2020 Governing Board Agenda Wayne Nastri pgs. 1-9
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. Monthly Update on Economic Forecast and Key Indicators
(***No Motion Required***)
*Staff will provide an update on any recent economic forecasts, revenue and
expenditures, current vacancy rate and number of actual employees,
permit applications received and permits not renewed, requests submitted
to the Fee Review Committee, and CEQA documents received* Jill Whynot
Chief Operating
Officer
7. South Coast AQMD's FY 2019-20 Third Quarter ended March 31,
2020 Budget vs. Actual (Unaudited) (***No Motion Required***)
*Staff will provide a comparison of budget vs. actual results for revenues
and expenditures for the third quarter which ended March 31, 2020.* Sujata Jain pgs. 10-17
Chief Financial
Officer, Finance
8. Report of RFQs Scheduled for Release in June
(***No Motion Required***)
*This report summarizes the RFQs for budgeted services over \$100,000
scheduled to be released for advertisement for the month of June.* Sujata Jain pgs. 18-20
9. Status Report on Major Ongoing and Upcoming Projects for
Information Management (***No Motion Required***)
*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 pgs. 21-29
Chief Information
Officer, Information
Management

ACTION ITEM – Item 10:

JUNE ITEM

10. Authorize Purchase of Oracle PeopleSoft Software and Support
(***Motion Requested***)
*The South Coast AQMD uses Oracle's PeopleSoft Integrated
Financial/Human Resources System. The software package provides
purchasing, accounting, asset management, financial management, project* Ron Moskowitz pgs. 30-32

reporting, payroll and human resources functionality for the South Coast AQMD. The maintenance support for this system expires August 13, 2020. This action is to obtain approval for a three-year contract with Oracle America Inc. for \$764,280.00. Funds for the first year's purchase are included in the IM's FY 2020-21 Budget and will be included in subsequent fiscal year budget requests.

OTHER MATTERS:

11. Other Business

Dr. Burke

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)

12. Public Comment

At the end of the regular meeting agenda, an opportunity is provided for the public to speak on any subject within the Committee's authority that is not on the agenda. Speakers may be limited to three (3) minutes each.

13. **Next Meeting Date:** June 12, 2020 at 10:00 a.m.

ADJOURNMENT

Americans with Disabilities Act

Disabilities and language-related accommodations can be requested to allow participation in the Administrative Committee meeting. The agenda will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Gov't Code Section 54954.2(a)). In addition, other documents may be requested in alternative formats and languages. Any disability or language-related accommodation must be requested as soon as practicable. Requests will be accommodated unless providing the accommodation would result in a fundamental alteration or undue burden to the District. Please contact Nancy Velasquez at (909) 396-2557 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to nvelasquez@aqmd.gov.

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 by contacting Nancy Velasquez at (909) 396-2557, or send the request to nvelasquez@aqmd.gov.

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After each agenda item, the Chairman will announce public comment. 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.

A countdown timer will be displayed on the screen for each public comment.

If interpretation is needed, more time will be allotted.

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[Back to Agenda](#)

Item 4

5/1/20 4:40 PM

DRAFT AGENDA

MEETING, JUNE 5, 2020

A meeting of the South Coast Air Quality Management District Board will be held at 9:00 AM.

Pursuant to Governor Newsom’s Executive Orders N-25-20 (March 12, 2020) and N-29-20 (March 17, 2020), the Governing Board meeting will only be conducted via video conferencing and by telephone. Please follow the instructions below to join the meeting remotely.

ELECTRONIC PARTICIPATION INFORMATION (Instructions provided at bottom of the agenda)

Join Zoom Meeting - from PC, Laptop or Phone

<https://scagmd.zoom.us/j/93128605044>

Meeting ID: 931 2860 5044 (applies to all)

Teleconference Dial In +1 669 900 6833 or +1 253 215 8782

One tap mobile +16699006833,,97364562763# or +12532158782,,93128605044#

Audience will be allowed to provide public comment through telephone or Zoom connection.

PUBLIC COMMENT WILL STILL BE TAKEN

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

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 at South Coast AQMD’s web page (www.aqmd.gov).

Americans with Disabilities Act and Language Accessibility

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A webcast of the meeting is available for viewing at:

<http://www.aqmd.gov/home/news-events/webcast>

Cleaning the air that we breathe...

CALL TO ORDER

- Pledge of Allegiance
- Roll Call
- 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

- | | | |
|--------|--|----------------------|
| 10968. | Approve Minutes of May 1, 2020 Board Meeting | Thomas/3268 |
| 10974. | Set Public Hearing August 7, 2020 to Consider Adoption of and/or Amendments to South Coast AQMD Rules and Regulations | Nastri/3131 |
| 10953. | Set Public Hearing August 7, 2020 to Determine That Proposed Submission of Amended Rule 212 – Standards for Approving Permits and Issuing Public Notice, Is Exempt from CEQA and Submit Rule 212 for Inclusion into the SIP

When Rule 212 – Standards for Approving Permits and Issuing Public Notice was amended on March 1, 2019, the Public Hearing Notice did not specify that the amendments would be submitted for incorporation into the SIP. This proposal is to provide Public Notice that the March 1, 2019 amendments to Rule 212, as adopted, will be submitted to U.S. EPA for incorporation into the SIP. (No Committee Review) | Nakamura/3105 |

Budget/Fiscal Impact

10962. **Execute Contract to Demonstrate Heavy-Duty Electric Trucks with Local Fleets** **Miyasato/3249**
- In July 2018, the Board approved a project with Daimler Trucks of North America (DTNA) to demonstrate the prototype Class 8 eCascadia and Class 6 eM2 battery electric trucks in the South Coast Air Basin. To help accelerate commercial deployment of these two on-road truck models, DTNA proposes to build six of these trucks and deploy them to as many as 18 of its largest fleet customers in North America in two- to nine-month increments. This action is to execute a contract with DTNA for up to \$1,000,000 from the Clean Fuels Fund (31). (Reviewed: Technology Committee, May 15, 2020; Recommended for Approval)
10964. **Amend Contract for KORE Infrastructure Project** **Miyasato/3249**
- In January 2020, the Board approved a contract amendment for Kore Infrastructure LLC (Kore) for a Renewable Natural Gas Commercial Field Test project, including construction of a pyrolysis system on SoCalGas property in Los Angeles. The project is to test various biomass feedstocks for commercial production of renewable natural gas. This action is to amend the contract with Kore to extend the deadline to complete construction, commissioning and testing efforts to December 31, 2020. (Reviewed: Technology Committee, May 15, 2020; Recommended for Approval)
10979. **Recognize Revenue and Reimburse General Fund for Administrative Costs for Enhanced Fleet Modernization Program** **Berry/2363**
- Since 2015, the South Coast AQMD has been implementing an Enhanced Fleet Modernization Program (EFMP), branded as Replace Your Ride. For FY 2018-19, CARB has allocated an additional \$14 million in Low Carbon Transportation funds to the South Coast AQMD for the continued implementation of the EFMP Plus-Up Program and to update the alternative mobility options for consistency with SB 400 and assist with development of CARB's One-Stop-Shop Pilot Project. These actions are to: 1) recognize up to \$14 million from CARB for the EFMP Plus-Up Program; 2) approve vouchers or other alternative mobility options, including those consistent with SB 400, until all available funds are exhausted and support development of CARB's One-Stop-Shop Pilot Project; and 3) reimburse the General Fund for administrative costs necessary to implement the EFMP. (Reviewed: Technology Committee, May 15, 2020; Recommended for Approval)
10965. **Authorize Purchase of Oracle PeopleSoft Software and Support** **Moskowitz/3329**
- The South Coast AQMD uses Oracle's PeopleSoft Integrated Financial/Human Resources System. The software package provides purchasing, accounting, asset management, financial management, project reporting, payroll and human resources functionality for the South Coast AQMD. The maintenance support for this system expires August 13, 2020. This action is to obtain approval for a three-year contract with Oracle America, Inc. Funds (\$254,760.00) for the first year's purchase are included in the FY 2020-21 Budget and will be included in subsequent fiscal year budget requests. (Reviewed: Administrative Committee, May 8, 2020; Recommended for Approval)

10890. Approve Contract Modifications as Approved by MSRC **McCallon**

Items XX through XX - Information Only/Receive and File

10849. Legislative, Public Affairs, and Media Report **Alatorre/3122**

This report highlights the April 2020 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)

10944. Hearing Board Report **Prussack/2500**

This reports the actions taken by the Hearing Board during the period of April 1 through April 30, 2020 (No Committee Review)

10840. Civil Filings and Civil Penalties Report **Gilchrist/3459**

This reports the monthly penalties from April 1, 2020 through April 30, 2020, and legal actions filed by the General Counsel's Office from April 1 through April 30, 2020. An Index of South Coast AQMD Rules is attached with the penalty report. (Reviewed: Stationary Source Committee, May 15, 2020)

10804. Lead Agency Projects and Environmental Documents Received **Nakamura/3105**

This report provides a listing of CEQA documents received by the South Coast AQMD between April 1, 2020 and April 30, 2020, and those projects for which the South Coast AQMD is acting as lead agency pursuant to CEQA. (Reviewed: Mobile Source Committee, May 15, 2020)

10775. Rule and Control Measure Forecast **Fine/2239**

This report highlights South Coast AQMD rulemaking activities and public hearings scheduled for 2020. (No Committee Review)

10975. Report of RFQs Scheduled for Release in June **Jain/2804**

This report summarizes the RFQs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of June. (Reviewed: Administrative Committee, May 8, 2020)

10967. 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 8, 2020)

XX. Items Deferred from Consent Calendar

BOARD CALENDAR

10824.	Administrative Committee (Receive & File)	Chair: Burke	Nastri/3131
10970	Investment Oversight Committee (Receive and File)	Chair: Cacciotti	Jain/2804
10769.	Legislative Committee	Chair: Mitchell	Alatorre/3122
10757.	Mobile Source Committee (Receive & File)	Chair: Burke	Fine/2239
10910.	Stationary Source Committee (Receive & File)	Chair: Benoit	Dejbakhsh/2618
10830.	Technology Committee (Receive & File)	Chair: Buscaino	Miyasato/3249
10791.	Mobile Source Air Pollution Reduction Review Committee (Receive & File)	Board Liaison: Benoit	Berry/2363
10947.	California Air Resources Board Monthly Report (Receive & File)	Board Rep: Mitchell	Thomas/2500

Board Discussion

- XXXX. Monthly Update on Economic Forecast and Key Indicators **Whynot/3104**
(Presentation in lieu of Board Letter)

Staff will provide an update on any economic forecasts, revenue and expenditures, current vacancy rate and number of actual employees, permit applications, received and permits not renewed, requests submitted to the Fee Review Committee, and CEQA documents received. (Reviewed: Administrative Committee)

PUBLIC HEARINGS

10928. Determine That Proposed Amendments to Rule 445 – Wood-Burning Devices, Are Exempt from CEQA and Amend Rule 445 **Rees/2856**
(This item was continued from the May 1, 2020 Board Meeting).

Proposed amendments to Rule 445 will satisfy U.S. EPA contingency measure requirements and Control Measure BCM-09 from the 2016 AQMP. The threshold for no-burn days would be incrementally lowered automatically for each subsequent final determination by the U.S. EPA of a failure to meet an applicable Clean Air Act milestone. The proposed amendments would also reduce ambient PM2.5 by expanding the criteria for Basin-wide wood-burning curtailments. Other minor amendments include additional definitions for terms used in the rule, and revisions to improve rule implementation and clarify existing requirements. This action is to adopt the Resolution: 1) Determining that the proposed amendments to Rule 445 – Wood Burning Devices, are exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 445 – Wood-Burning Devices. (Reviewed: Stationary Source Committee, March 20, 2020)

10973. Determine That Proposed Amendments to Rule 1117 – Emissions from Container Glass Melting and Sodium Silicate Furnaces, Are Exempt from CEQA and Amend Rule 1117 **Nakamura/3105**

The adoption resolution of the 2016 AQMP directed staff to achieve additional NOx reductions and to transition the RECLAIM program to a command-and-control regulatory structure as soon as practicable. Proposed Amended Rule (PAR) 1117 applies to container glass and sodium silicate production facilities. PAR 1117 will establish NOx and SOx emission standards for container glass melting and sodium silicate furnaces, update monitoring, reporting, and recordkeeping requirements, establish provisions for idling, startup, and shutdown of these furnaces, and remove obsolete provisions. PAR 1117 also includes NOx emission limits for auxiliary combustion equipment associated with container glass melting operations. This action is to adopt the Resolution: 1) Determining that the proposed amendments to Rule 1117 – Emissions from Container Glass Melting and Sodium Silicate Furnaces, are exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 1117 – Emissions from Container Glass Melting and Sodium Silicate Furnaces. (Reviewed: Stationary Source Committee, April 17, 2020)

10969. Determine That Reasonably Available Control Technology (RACT) Demonstration and Emissions Statement Certification for 2015 8-Hour Ozone Standard, Are Exempt from CEQA, and Approve RACT Demonstration and Emissions Statement Certification

Rees/2856

As a component of the 2022 AQMP, South Coast AQMD is required to submit a Reasonably Available Control Technology (RACT) Demonstration and an Emissions Statement Certification to U.S. EPA by August 3, 2020. The RACT analysis provides a comprehensive assessment of the adequacy and comparative levels of emissions controls achieved in practice throughout the nation. The current RACT analysis demonstrates that for all applicable sources of VOC and NOx, South Coast AQMD's current rules meet or exceed federal RACT requirements with the exception of Rule 1115 - Motor Vehicle Assembly Line Coating Operations, which South Coast AQMD commits to amend to meet RACT. In addition, South Coast AQMD's Rule 301 – Permitting and Associated Fees adequately meets the emissions statement requirements for the 2015 8-Hour Ozone Standard. This action is to adopt the Resolution: 1) Determining that the RACT Demonstration and Emissions Statement Certification, are exempt from the requirements of the California Environmental Quality Act; and 2) Approving the RACT Demonstration and Emissions Statement Certification, and directing staff to forward to CARB for approval and submission to U.S. EPA for inclusion in the SIP. (Reviewed: Stationary Source Committee, May 15, 2020)

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

BOARD MEMBER TRAVEL – (No Written Material)

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

CLOSED SESSION - (No Written Material)

Gilchrist/3459

ADJOURNMENT

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

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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. Individuals who wish to submit written or electronic comments must submit such comments to the Clerk of the Board, South Coast AQMD, 21865 Copley Drive, Diamond Bar, CA 91765-4178, (909) 396-2500, or to cob@aqmd.gov, on or before 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 ≤ 10 microns
CEQA = California Environmental Quality Act	PM2.5 = Particulate Matter ≤ 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	RFQQ=Request for Qualifications and Quotations
EV = Electric Vehicle	SCAG = Southern California Association of Governments
FY = Fiscal Year	SIP = State Implementation Plan
GHG = Greenhouse Gas	SOx = Oxides of Sulfur
HRA = Health Risk Assessment	SOON = Surplus Off-Road Opt-In for NOx
LEV = Low Emission Vehicle	SULEV = Super Ultra Low Emission Vehicle
LNG = Liquefied Natural Gas	TCM = Transportation Control Measure
MATES = Multiple Air Toxics Exposure Study	ULEV = Ultra Low Emission Vehicle
MOU = Memorandum of Understanding	U.S. EPA = United States Environmental Protection Agency
MSERCs = Mobile Source Emission Reduction Credits	VOC = Volatile Organic Compound
MSRC = Mobile Source (Air Pollution Reduction) Review Committee	ZEV = Zero Emission Vehicle
NATTS =National Air Toxics Trends Station	

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FY 2019-20
3rd Quarter
Budget vs. Actual
(Unaudited)

Administrative Committee

May 8, 2020

General Fund Overview

- FY 2019-20 3rd Quarter Budget vs. Actual (Unaudited)
- Revenues
- Expenditures
- Updated General Fund Five Year Projection

Budget vs. Actual

FY 2019-20 3rd Quarter (unaudited)

(\$ in millions)	Adopted Budget	Amended Budget	FY 2019-20 Q3 Actual
Revenues/Transfers In	\$170.9	\$185.5	\$132.8
Expenditures/Transfers Out	\$170.9	\$191.8	\$127.3

Revenues

*FY 2019-20 3rd Quarter Budget vs. Actual
& FY 2018-19 3rd Quarter Comparison*

Revenue Type (\$ in millions)	Fiscal Year 2019-20 Q3			Fiscal Year 2018-19 Q3	
	Amended Budget	Actuals	Actual % of Budget	Actuals	Actual % of Budget
Emissions Fees	\$ 20.7	\$17.3	84%	\$17.2	87%
Annual Operating Fees	59.4	56.9	96%	\$52.4	91%
Permit Fees	20.6	14.6	71%	\$14.2	71%
Mobile Sources/Transportation	29.1	10.5	36%	\$10.3	33%
Other*	41.1	30.3	74%	\$22.5	70%
Area Sources	2.3	0.2	9%	\$0.4	17%
Transfers In	<u>12.3</u>	<u>3.0</u>	24%	<u>\$2.8</u>	60%
Total	<u>\$185.5</u>	<u>\$132.8</u>	72%	<u>\$119.8</u>	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.

Expenditures

*FY 2019-20 3rd Quarter Budget vs. Actual
& FY 2018-19 3rd Quarter Comparison*

Major Object (\$ in millions)	Fiscal Year 2019-20 Q3			Fiscal Year 2018-19 Q3	
	Amended Budget	Actuals	Actual % of Budget	Actuals	Actual % of Budget
Salaries & Benefits	\$142.1	\$91.4	64%	\$86.1	64%
Services & Supplies	27.7	17.7	64%	\$18.3	65%
Capital Equipment	13.3	9.5	71%	\$2.1	42%
Debt Service	6.2	6.2	100%	\$6.2	100%
Transfers Out	<u>2.5</u>	<u>2.5</u>	100%	<u>\$2.1</u>	100%
Total	<u>\$191.8</u>	<u>127.3</u>	66%	<u>\$114.8</u>	65%

Board Approved Use of Fund Balance *FY 2019-20 3rd Quarter*

Board Letter Approval	Funding Source	Use	Amount
7/12/2019, #9	Undesignated Fund Balance	Elevator Upgrade and Renovation	\$1,405,950
9/6/2019, #5	Undesignated Fund Balance	Legislative Representation in Sacramento	\$79,000
10/4/19, #9	Undesignated Fund Balance	Office Data Cable Infrastructure	\$273,125
10/4/19, #12	Undesignated Fund Balance	Cafeteria & Security Monitoring Equipment	\$109,496
10/4/19, #13	Undesignated Fund Balance	Specialized Legal Services	\$450,000
11/1/19,#7	Undesignated Fund Balance	Replacement of Air Monitoring Equipment	\$277,465
12/6/19, #5	Undesignated Fund Balance	Transfer Out to Fund 75 for Air Filtration Systems in EJ Schools	\$45,000
1/10/2020, #6	Undesignated Fund Balance	Transfer Out to Health Effects Fund	\$639,239
2/7/2020, #4	Undesignated Fund balance	Mid-year Budget Adjustments	\$2,061,582
2/7/2020, #4	Undesignated Fund Balance	Transfer Out to Building Infrastructure Fund	<u>\$1,000,000</u>
Total			<u>\$6,340,857</u>

Updated General Fund Five Year Projection

(\$ in millions)	FY 19-20 Estimated	FY 20-21 Proposed	FY 21-22 Projected	FY 22-23 Projected	FY 23-24 Projected	FY 24-25 Projected
STAFFING		946	946	946	946	946
Revenues *	\$181.3	\$173.0	\$177.8	\$177.7	\$179.0	\$183.5
Program Costs	\$184.4	\$173.0	\$182.9	\$187.4	\$187.6	\$184.5
Change in Fund Balance	-\$3.1	\$(0.0)	\$(5.1)	\$(9.7)	\$(8.6)	\$(1.0)
UNRESERVED FUND BALANCE (at Year-End)	\$55.6	\$55.6	\$50.5	\$40.8	\$32.2	\$31.2
% of REVENUE	31%	32%	28%	23%	18%	17%

- **REVENUES:** FY 20/21 Proposed Budget: no FY 20-21 revenue CPI increase & modified revenue assumptions due to COVID-19. CPI from FY 20/21 was restored at 2.8% in FY 21/22. CPI fees increases are projected as follows: FY 21/22 - 3.2%, FY 22/23 through FY 24/25 - 3.1%.
- **PROGRAM COSTS:** FY 20-21 includes an increase in Salary Savings to 13% (\$4.6M) and reductions to non-grant funded Capital Outlays (\$800K) and Emergency Response (\$1M). FY 21-22 through FY 24-25 includes: 1) projected retirement increases; 2) no transfers out for building infrastructure; & 3) 1995 POB payoff in FY 22-23 (\$3M) and 2004 POB payoff in FY24-25 (\$4.1M).

Questions?

DRAFT

BOARD MEETING DATE: June 5, 2020

AGENDA NO.

PROPOSAL: Report of RFQs Scheduled for Release in June

SYNOPSIS: This report summarizes the RFQs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of June.

COMMITTEE: Administrative, May 8, 2020, Reviewed

RECOMMENDED ACTION:

Approve the release of RFQs for the month of June.

Wayne Nastri
Executive Officer

SJ:tm

Background

At its January 10, 2020 meeting, the Board approved a revised Procurement Policy and Procedure. Under the revised policy, RFQs for budgeted items over \$100,000, which follow the Procurement Policy and Procedure, no longer require individual Board approval. However, a monthly report of all RFQs over \$100,000 is included as part of the Board agenda package and the Board may, if desired, take individual action on any item. The report provides the title and synopsis of the RFQ, the budgeted funds available, and the name of the Deputy Executive Officer/Asst. Deputy Executive Officer responsible for that item. Further detail including closing dates, contact information, and detailed proposal criteria will be available online at <http://www.aqmd.gov/grants-bids> following Board approval on June 5, 2020.

Outreach

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

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

Proposal Evaluation

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

Attachment

Report of RFQs Scheduled for Release in June 2020

**June 5, 2020 Board Meeting
Report on RFQs Scheduled for Release on June 5, 2020**

**(For detailed information visit SCAQMD's website at
<http://www.aqmd.gov/nav/grants-bids> following Board approval on June 5, 2020)**

STANDARDIZED SERVICES

RFQ 2020-17	Issue Request for Quotations to Lease Mailing Equipment	OLVERA/2309
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South Coast AQMD's current lease for high-volume United States Postal Service (USPS)-compliant postage and shipping equipment expires October 31, 2020. The lease also includes equipment that folds, inserts and addresses outgoing mail. South Coast AQMD's in-house Mail Center processes all daily incoming and outgoing mail. Staff also coordinates large South Coast AQMD mailings that require folding, inserting, sealing, removing duplicate addresses, addressing/labeling, and metering. The purpose of this RFQ is to solicit qualified vendors interested in leasing, installing, and maintaining high-production United States Postal Service (USPS)-compliant mailing, shipping, folding/inserting, and addressing systems as specified in this RFQ and in providing staff training in the use of leased equipment.

DRAFT

BOARD MEETING DATE: June 5, 2020

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 8, 2020, Reviewed

RECOMMENDED ACTION:
Receive and file.

Wayne Natri
Executive Officer

RMM:MAH:XC:agg

Background

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

In light of COVID-19 and the related budget impact, we are evaluating all of our projects and delaying any non-critical projects as long as possible.

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 5, 2020 Board Meeting
Status Report on Major Ongoing and Upcoming Projects for Information Management

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Office 365 Implementation	Acquire and implement Office 365 for South Coast AQMD staff	\$350,000	<ul style="list-style-type: none"> • Pre-assessment evaluation and planning completed • Board approved funding on October 5, 2018 • Developed implementation and migration plan • Acquired Office 365 licenses • Implemented Office 365 email (Exchange) and migrated all users • Trained staff in Office 365 Pro Plus desktop software • Implemented Office 365 Pro Plus, Office Web, and OneDrive for Business 	<ul style="list-style-type: none"> • Implement Office 365 internal website (SharePoint) and migrate existing content
Permitting System Automation Phase 1	New Web application to automate the filing of permit applications with immediate processing and issuance of permits for specific application types: Dry Cleaners, Gas Stations, and Automotive Spray Booths	\$694,705	<ul style="list-style-type: none"> • Automated 400A form filing, application processing, and online permit generation for Dry Cleaner, Automotive Spray Booth, and Gas Station Modules deployed to production • Enhanced processing of school locations with associated parcels • Deployed upgraded GIS Map integration and enhanced sensitive receptor identification and distance measurement work 	<ul style="list-style-type: none"> • Continue Phase 1.1 project outreach support • New version of On Line Application Filing (OLAF) that includes Rule 212(c)(1) Implementation Guidance

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Permitting System Automation Phase 2	Enhanced Web application to automate filing of permit applications, Rule 222 equipment and registration for IC engines; implement electronic permit folder and workflow for internal South Coast AQMD users	\$525,000	<ul style="list-style-type: none"> • Board approved initial Phase 2 funding December 2017 • Phase 2 project startup and detail planning completed May 2018 • Business process model approved • Board approved remaining Phase 2 funding October 5, 2018 • Permitting Automation Workflow/Engineer shadowing/interviewing completed • Report outlining recommendations for automation of Permitting Workflow completed • Developed application submittals and form filing of the first nine of 32 400-E forms • Application submittals and form filing for 23 types of equipment under Rule 222 ready for User Testing completed • Deployed to production top three most frequently used R222 forms: Negative Air Machines, Small Boilers, and Charbroilers 	<ul style="list-style-type: none"> • Complete User Testing for first nine 400-E forms • Complete User Acceptance Testing (UAT) and Deployment to production of Emergency IC Engines Form (EICE-RE) • Complete User Acceptance Testing (UAT) and Deployment of remaining twenty-two R222 forms to production

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
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 Executed purchase orders for scanning services Converted over 1,207,500 rule administrative record documents 	<ul style="list-style-type: none"> Convert over 2,000,000 contract documents
Replace Your Ride (RZR)	New Web application to allow residents to apply for incentives to purchase newer, less polluting vehicles	\$301,820	<ul style="list-style-type: none"> Phase 2 and 3 Fund Allocation, Administration, Management Reporting modules, VIN Number, Case Manager, Auto e-mail and document library updates deployed and in production Implemented following modifications: Electric Vehicle Service Equipment, email templates, call center hours, additional incentive amounts, VIN Number scramble modifications and replacement option choices to allow admin to process application more efficient. 	<ul style="list-style-type: none"> Implementation of RZR and PeopleSoft Financial integration module
South Coast AQMD Mobile Application Enhancements	Enhancement of Mobile application with addition of advance notification, alternative fuel station search, media integration, infrastructure for hourly migration, and performance improvements	\$100,000	<ul style="list-style-type: none"> Project charter released Task order issued, evaluated and awarded Code development of Phase 1, alternative fuel, media integration, and performance improvements completed User Acceptance Testing of Phase 1 completed Completed deployment to both Apple and Google App stores 	<ul style="list-style-type: none"> Develop vision and scope for next phase of enhancements

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Legal Division New System Development	Develop new web-based case management system for Legal Division to replace existing system	\$500,000	<ul style="list-style-type: none"> • Task order issued, evaluated and awarded • Project charter finalized • Business Process Model completed • Sprint 1, 2 and 3 functional and system design completed • Testing of Sprints 1–3: NOVs, MSPAP, settlements, civil and small claims completed • Sprint 4 functional and design requirements: criminal, bankruptcy, non-NOV cases and check registers completed • Sprint 5 functional and design requirements–investigative assignments completed • Deployed IM servers and User Testing for Sprints 1-5 modules • OnBase and finance integrated • User Acceptance Testing completed • Sprint 6 development, reports, and data migration completed 	<ul style="list-style-type: none"> • Parallel testing • Deployment to production

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Flare Event Notification – Rule 1118	Develop new web-based application to comply with Rule 1118 to improve current flare notifications to the public and staff	\$100,000	<ul style="list-style-type: none"> • Project charter released • Task order issued, evaluated and awarded • Requirement gathering and design for Sprint 1, 2, and 3 completed • Sprint 4 and Public Portal implementation completed • Major incident notification deployed • Refinery user training completed • Application demo completed • Deployed to production on December 12, 2019 including major incident reporting on public portal • Phase I Bug fixes deployed to production after initial deployment 	<ul style="list-style-type: none"> • Phase II development (administrative and reporting pages) • Phase II User Acceptance Testing
AQ-SPEC Cloud Platform	Develop a cloud-based platform to manage and visualize data collected by low-cost sensors	\$385,500	<ul style="list-style-type: none"> • Project charter released • Task order issued, evaluated, and awarded • Business requirements gathering completed • System architecture, data storage, and design data ingestion completed • Data transformations, calculations, and averaging completed • Dashboards, microsites, and data migration completed • Release 2 User Acceptance Testing completed 	<ul style="list-style-type: none"> • Deployment to production

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
PeopleSoft Electronic Requisition	South Coast AQMD is implementing an electronic requisition for PeopleSoft Financials. This will allow submittal of requisitions online, tracking multiple levels of approval, electronic archival, pre-encumbrance of budget, and streamlined workflow	\$75,800	<ul style="list-style-type: none"> • Project charter released • Task order issued, evaluated, and awarded • Requirement gathering and system design completed • System setup and code development and user testing for Information Management completed • System setup and code development and User Acceptance Testing completed for AHR (Administrative and Human Resources) 	<ul style="list-style-type: none"> • Deployment to IM and AHR divisions • Integrated User Testing for other divisions
Rule 1403 Enhancements	The Rule 1403 web application automates the Rule 1403 notification process. Enhancements to the system are now required to streamline the process and meet the new rule requirements	\$68,575	<ul style="list-style-type: none"> • Project charter released • Task order issued, evaluated and awarded • Business requirements gathering completed • Phase 1 Development completed • Phase 2 Development completed • System Integration Testing and User Acceptance Testing in Development Environment completed • Deployment for stage testing completed 	<ul style="list-style-type: none"> • Complete System Integration Testing and User Acceptance Testing in Stage Environment • System deployment to Production Environment
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"> • Board approved May 1, 2020 	<ul style="list-style-type: none"> • Execute contract July 15, 2020

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Phone System Upgrade	Upgrade the SCAQMD Cisco Unified Communications Phone System	\$200,000		<ul style="list-style-type: none"> • Release RFQ December 4, 2020 • Request Board approval of vendor selection March 5, 2021 • Execute purchase April 2, 2021 • Complete phone system upgrades October 31, 2021
Oracle PeopleSoft Software Support	Authorize sole source purchase of Oracle PeopleSoft software support and maintenance for the integrated Finance/HR system	\$254,760		<ul style="list-style-type: none"> • Request Board approval June 5, 2020 • Execute contract July 15, 2020
Cybersecurity Assessment	Perform a cybersecurity risk assessment, maturity assessment, and penetration testing	\$100,000		<ul style="list-style-type: none"> • Release RFP December 4, 2020 • Award Contract February 5, 2021 • Complete Cybersecurity assessment May 31, 2021
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 and Combustion Freight and Marine Project. The agency is also responsible for maintaining a database that will be queried for reporting perspectives for CARB	\$355,000	<ul style="list-style-type: none"> • Draft Charter Document issued • Project Initiation completed • Task order issued • Deployed Phase I to production on Dec. 6, 2019 • Initial deployment of Phase II to production – Messaging, Evaluation, and Administration functionalities completed March 3, 2020 	<ul style="list-style-type: none"> • Development of evaluation module and calculation module • Development of Phase III - ZE Class 8 project, Contracting, and Inspection and Form creation for Class 8

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, 2020
Rule 1180 Fence Line Monitoring Web Site Enhancements	April 3, 2020
Volkswagen Environmental Mitigation Administration and Communication Module	March 3, 2020
Data Cable Infrastructure Installation	February 31, 2020
Prequalify Vendor List for PCs, Network Hardware, etc.	February 7, 2020
Mobile Application Enhancements Including Spanish Language	January 23, 2020
Annual Emissions Reporting System	December 31, 2019
Rule 1180 Fence Line Monitoring Website	December 31, 2019
Online filing of Rule 222 – Negative Air Machines, Small Boilers, and Charbroilers Modules	December 13, 2019
Flare Notification System	December 12, 2019
Volkswagen Environmental Mitigation Application Filing Portal	December 7, 2019
CLASS Database Software Licensing and Support	November 30, 2019
Office 365 Suite Implementation of File Storage (OneDrive for Business)	November 22, 2019
Ingres Database Migration to Version 11	August 23, 2019
Renewal of OnBase Software Support	July 15, 2019
Telecommunications Service	July 15, 2019
AB 617 – Community Monitoring Data Display Web Application	July 9, 2019
Online filing of Rule 1415 – Reduction of Refrigerant Emissions System	June 5, 2019

DRAFT

BOARD MEETING DATE: June 5, 2020

AGENDA NO.

PROPOSAL: Authorize Purchase of Oracle PeopleSoft Software and Support

SYNOPSIS: The South Coast AQMD uses Oracle's PeopleSoft Integrated Financial/Human Resources System. The software package provides purchasing, accounting, asset management, financial management, project reporting, payroll and human resources functionality for the South Coast AQMD. The maintenance support for this system expires August 13, 2020. This action is to obtain approval for a three-year contract with Oracle America, Inc. for \$764,280.00. Funds for the first year's purchase are included in the IM's FY 2020-21 Budget and will be included in subsequent fiscal year budget requests.

COMMITTEE: Administrative, May 8, 2020; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Procurement Manager to issue a purchase order for three years of Oracle PeopleSoft software maintenance support from Oracle America, Inc. for the integrated Financial/Human Resources System for the period of August 13, 2020 through August 13, 2023, at a cost not to exceed \$764,280.00

Wayne Nastri
Executive Officer

RMM:MH:HPT:HLP

Background

In April 1998, after an extensive competitive bidding process, the South Coast AQMD purchased the Oracle PeopleSoft Financial/Human Resources System to enhance the functionality of the overall finance system. The Oracle PeopleSoft system eliminated duplicate effort, where possible, and integrated processes that access the same data. The software package provides purchasing, accounting, asset management, financial management, project reporting, payroll, and human resources functionality for the

South Coast AQMD. Software support includes day-to-day technical support, software patches and bug fixes, and software upgrades. Software maintenance support for the Oracle PeopleSoft system expires August 13, 2020.

The system also uses Oracle database software. The Oracle database is used to store all of the data used in the software system. The database support includes day-to-day technical support, software patches and bug fixes, and software upgrades. Software maintenance support for Oracle database software also expires August 13, 2020.

Oracle PeopleSoft maintenance support includes the following services:

Software Maintenance	Licensed product updates, enhancements, and repairs
Customer Care Business Center	Resolution of business issues and aid in finding assistance within PeopleSoft's customer service
PeopleSoft Advisor	Business-oriented information needs and advice
PeopleSoft Plugged In	Electronic distribution of information on new releases, fixes and patches, and software updates
Customer Connection	Online access to PeopleSoft information, including news, documentation, training, and user groups
Global Support Center	Assistance in resolving online operating difficulties, system failures, PeopleSoft application-related problems, potential system bugs, and installation and upgrade issues
Access to PeopleSoft Forum	Access to database documentation and PeopleSoft application problems and fixes

Oracle database maintenance support includes the following services:

Software Maintenance	Licensed product updates, enhancements, and repairs
Software Support	Assistance in resolving online operating difficulties, system failures, Oracle application-related problems, potential system bugs, and installation and upgrade issues

Sole Source Justification

Section VIII.B.2 of the Procurement Policy and Procedure identifies circumstances under which a sole source purchase award may be justified. These requests for a sole source award are made under provision VIII.B.2.c.(2) and (3). The services are available from only the sole source; involve the use of proprietary technology; and use key contractor-owned assets for project performance.

Proposal

Oracle America, Inc. is the sole manufacturer and provider of PeopleSoft and Oracle database software and therefore, the only source for software maintenance support licensing agreements. Staff recommends approval of a three-year contract for Oracle PeopleSoft software maintenance support at a cost not to exceed \$764,280.00 at \$254,760.00 per year.

Resource Impacts

Sufficient funds are included in Information Management’s FY 2019-20 Budget Services and Supplies Major Object, Professional and Specialized Services account.