

BOARD MEETING DATE: April 5, 2024

AGENDA NO. 7

PROPOSAL: Recognize Revenue, Appropriate Funds, Issue Solicitations and Execute Purchase Orders and/or Contracts to Meet Operational Needs for U.S. EPA Community-Scale Air Toxics Ambient Monitoring Project

SYNOPSIS: In 2020, South Coast AQMD was awarded a Community-Scale Air Toxics Ambient Monitoring grant by U.S. EPA in the amount of \$749,624 to design and develop a mobile monitoring platform for highly resolved air toxic measurements. U.S. EPA approved South Coast AQMD's request for a no-cost extension through October 31, 2024. These actions are to recognize revenue and appropriate funds to Monitoring and Analysis' FY 2023-24 and/or FY 2024-25 Budget, issue solicitations and execute purchase orders and/or contracts to meet operational needs for the Community-Scale Air Toxics Ambient Monitoring project.

COMMITTEE: Administrative, March 8, 2024; Recommended for Approval

RECOMMENDED ACTIONS:

1. Recognize revenue up to \$93,010 and appropriate up to \$29,196 (\$63,814 is already included in the adopted budget) from the General Fund Undesignated (Unassigned) Fund Balance to Monitoring and Analysis' (MAD) FY 2023-24 and/or FY 2024-25 Budget (Org 43), Service & Supplies and/or Capital Outlays Major Objects, as outlined in the Table 1, for South Coast AQMD Community-Scale Air Toxics Ambient Monitoring project; and
2. Authorize the Procurement Manager, in accordance with South Coast AQMD's Procurement Policy and Procedure, to issue solicitations, and based on the results, execute purchase orders and/or contracts, in an amount not to exceed \$18,026 to retrofit an existing 2019 Ford Transit van to be used as a portable air monitoring station, as shown in Table 1.

Wayne Nastri
Executive Officer

Background

On September 28, 2020, U.S. EPA awarded South Coast AQMD a “Community-Scale Air Toxics Ambient Monitoring” grant in the amount of \$749,624 to develop a mobile platform for monitoring air toxic metals in near-real time. A new mobile platform was then designed, developed, and deployed in the field to conduct air toxics measurements in Environmental Justice (EJ) communities. Due to unforeseen delays in the allocation of grant funds and delivery of equipment parts and instruments, U.S. EPA approved South Coast AQMD’s request for a no-cost extension to October 31, 2024. As of June 30, 2023, South Coast AQMD’s Community-Scale Air Toxics grant has a balance of \$93,010. There is a need to appropriate funds and reallocate the remaining grant balance to align the budget with the project operations. The remaining balance of \$63,814 will be used for Salaries & Employee Benefits (already included in the FY 2023-24 Budget).

As part of this U.S. EPA Community-Scale Air Toxics grant, South Coast AQMD is developing a portable monitoring station using an existing vehicle to conduct stationary measurements of air toxic metals near relevant sources. This portable air monitoring station will provide the capability to conduct short term measurements in areas where larger traditional air monitoring trailers are difficult to deploy.

Proposal

This action is to recognize revenue up to \$93,010 and appropriate up to \$29,196 from the General Fund Undesignated (Unassigned) Fund Balance to MAD’s FY 2023-24 and/or FY 2024-25 Budget (Org 43) Service & Supplies and/or Capital Outlays Major Objects, as outlined in the Attachment. U.S. EPA concurs with the proposed budget allocations.

This action is also to execute purchase orders and/or contracts in an amount not to exceed \$18,026 to retrofit an existing 2019 Ford Transit van to be used as a portable air monitoring station, as shown in Table 1. South Coast AQMD Procurement Policy authorizes informal bids for procurements above \$2,500 and below \$25,000.

Benefits to South Coast AQMD

Funding for the continuation of the Community-Scale Air Toxics Ambient Monitoring project is available and must be appropriated to FY 2023-24 and/or 2024-25 Budget for the implementation of this U.S. EPA grant, which will result in benefits to EJ communities.

Resource Impacts

U.S. EPA grant funding will support the continuation of the Community-Scale Air Toxics Monitoring project.

Attachment

Table 1: Proposed Expenditures for Community-Scale Air Toxics Project (Remaining Balance) for FYs 2023-24 and/or 2024-25

ATTACHMENT

Table 1

**Proposed Expenditures for Community-Scale Air Toxics Project
(Remaining Balance) for FYs 2023-24 and/or 2024-25**

Description	Account Number	Estimated Amount*
Services and Supplies/Capital Outlay Major Objects*		
Laboratory Supplies	68050	\$7,368
Small Tools, Instruments, Equipment	68300	\$1,071
Travel	67800	\$2,731
Retrofit of an Existing Air Monitoring Van	77000	\$18,026
Total Services and Supplies/Capital Outlay Major Objects		\$29,196

Salaries & Employee Benefits of \$63,814 is already included in the South Coast AQMD FY 2023-24 Adopted Budget.

*Expenditures may be appropriated in Services and Supplies and/or Capital Outlays Major Objects as warranted.