



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

Chair Ben Benoit, Committee Chair
Senator (Ret.) Vanessa Delgado, Vice Chair
Mayor Michael Cacciotti
Board Member Gideon Kracov
Supervisor Janice Rutherford

August 12, 2022 ♦ 10:00 a.m.

Pursuant to Assembly Bill 361, the South Coast Air Quality Management District Administrative Committee meeting will only be conducted via videoconferencing 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/93760468442>

Zoom Webinar ID: 937 6046 8442 (applies to all)

Teleconference Dial In

+1 669 900 6833

One tap mobile

+16699006833,93760468442#

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 54954.3(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 total for all items on the agenda.

CALL TO ORDER
- Roll Call

DISCUSSION ITEMS – Items 1 through 9:

- | | | |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| 1. | Board Members' Concerns (<i>No Motion Required</i>)
<i>Any member of the Governing Board, on his or her own initiative may raise a concern to the Administrative Committee regarding any South Coast AQMD items or activities.</i> | Chair Ben Benoit
Committee Chair |
| 2. | Chair's Report of Approved Travel (<i>No Motion Required</i>) | Chair Benoit pg. 6 |
| 3. | Report of Approved Out-of-Country Travel (<i>No Motion Required</i>) | Wayne Nastri
Executive Officer |
| 4. | Review September 2, 2022 Governing Board Agenda | Wayne Nastri pgs. 7-16 |
| 5. | Approval of Compensation for Board Member Assistant(s)/ Consultant(s) (Any material, if submitted, will be distributed at the meeting.) (<i>Motion Requested if Proposal Made</i>) | Chair Benoit |
| 6. | Update on South Coast AQMD Inclusion, Diversity and Equity Efforts (<i>No Motion Required</i>)
<i>Staff will provide an update on current and future efforts for our internal processes and programs.</i> | Dr. Cessa Heard-Johnson
Diversity, Equity and
Inclusion Officer pgs. 17-22 |
| 7. | South Coast AQMD's FY 2021-22 Fourth Quarter Ended June 30, 2022 Budget vs. Actual (Unaudited) (<i>No Motion Required</i>)
<i>Staff will provide a comparison of budget vs. actual results for the fourth quarter which ended June 30, 2022.</i> | Sujata Jain pgs. 23-30
Chief Financial Officer,
Finance |
| 8. | Report of RFPs/RFQs Scheduled for Release in September (<i>No Motion Required</i>)
<i>This report summarizes the RFPs/RFQs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of September.</i> | Sujata Jain pgs. 31-33 |
| 9. | Status Report on Major Ongoing and Upcoming Projects for Information Management (<i>No Motion Required</i>)
<i>Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.</i> | Ron Moskowitz pgs. 34-40
Chief Information Officer,
Information Management |

ACTION ITEMS – Items 10 through 13:

- | | | |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|
| 10. | Appropriate Funds from the Undesignated (Unassigned) Fund Balance for Engineering and Permitting Assistance (<i>Motion Requested</i>)
<i>In order to reduce the pending permit application inventory consistent with the agency's Goals and Objectives, assistance from qualified consultants and retirees are temporarily needed on an as needed basis. A total of \$400,000 will be appropriated from the General Fund Undesignated</i> | Jason Aspell pgs. 41-42
DEO, Engineering &
Permitting |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|

(Unassigned) Fund Balance into Engineering and Permitting's FY 2022-23 Budget to cover consultant contracts and temporary staffing costs.

11. Recognize Revenue and Appropriate Funds for U.S. EPA Pass Through Grants to Develop Low-cost Sensor Device for Measuring VOCs and Reference Method for Validating Open-path Remote Sensing Systems (***Motion Requested***)
Recently, U.S. EPA awarded multiple nationwide competitive Science to Achieve Results (STAR) research grants. South Coast AQMD staff will be a co-investigator for two of these grants, one with Virginia Polytechnic Institute and State University (Virginia Tech) to develop a low-cost sensor device for time-resolved measurements of VOCs, and one with the University of California, Los Angeles (UCLA) to develop a reference method for validating the performance of open-path remote sensing systems for air toxic measurements. These actions are to recognize revenue up to \$199,949 from Virginia Tech and up to \$208,187 from UCLA into the General Fund, and appropriate up to \$46,120 and \$41,320, respectively from the two universities, in the Monitoring and Analysis FY 2022-23 and/or, FY 2023-24 and/or, FY 2024-25 Budgets to support efforts on these projects.
Dr. Jason Low pgs. 43-46
DEO, Monitoring & Analysis
12. Appropriate Funds, Transfer Funds, Issue Solicitations and Purchase Orders for Laboratory and Air Monitoring Equipment (***Motion Requested***)
Laboratory equipment is needed to support current ethylene oxide investigations, including ones in AB 617 communities. In addition, the FY 2022-23 budget authorized Capital Outlays in the amount of \$513,000 for air monitoring and laboratory equipment. An additional \$250,000 is needed to purchase equipment to analyze ethylene oxide samples and other toxic air contaminants. These actions are to appropriate funds up to \$250,000 from the General Fund Undesignated (Unassigned) Fund Balance to Monitoring & Analysis FY 2022-23 Budget, and appropriate issue solicitations and purchase orders for laboratory and air monitoring equipment in the amount of \$718,000.
Dr. Jason Low pgs. 47-53
13. Recognize Revenue, Appropriate Federal Funds, and Issue Solicitations and Purchase Orders for Air Monitoring Equipment (***Motion Requested***)
South Coast AQMD is expected to receive grant funds up to \$272,052 for the NATTS Program and \$333,500 from the American Rescue Plan (ARP) from U.S. EPA. These actions are to recognize revenue and appropriate funds for the NATTS program and ARP grant and issue solicitations and purchase orders for air monitoring equipment.
Dr. Jason Low pgs. 54-58

WRITTEN REPORT:

14. Local Government & Small Business Assistance Advisory Group Minutes for the March 11, 2022 Meeting (***No Motion Required***)
Attached for information only are the Local Government & Small Business Assistance Advisory Group minutes for the March 11, 2022 meeting.
Derrick J. Alatorre pgs. 59-62
DEO, Legislative, Public Affairs & Media

OTHER MATTERS:

15. Other Business

Chair Benoit

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)

16. 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 total.

17. **Next Meeting Date:** September 9, 2022 at 10:00 a.m.

ADJOURNMENT

Americans with Disabilities Act and Language Accessibility

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 Cindy Bustillos at (909) 396-2377 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to cbustillos@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 Cindy Bustillos at (909) 396-2377, or send the request to cbustillos@aqmd.gov.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Instructions for Participating in a Virtual Meeting as an Attendee

As an attendee, you will have the opportunity to virtually raise your hand and provide public comment.

Before joining the call, please silence your other communication devices such as your cell or desk phone. This will prevent any feedback or interruptions during the meeting.

Please note: During the meeting, all participants will be placed on Mute by the host. You will not be able to mute or unmute your lines manually.

After each agenda item, the Chair 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.

Once you raise your hand to provide public comment, your name will be added to the speaker list. Your name will be called when it is your turn to comment. The host will then unmute your line.

Directions for Video ZOOM on a DESKTOP/LAPTOP:

- If you would like to make a public comment, please click on the **“Raise Hand”** button on the bottom of the screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for Video Zoom on a SMARTPHONE:

- If you would like to make a public comment, please click on the **“Raise Hand”** button on the bottom of your screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for TELEPHONE line only:

- If you would like to make public comment, please **dial *9** on your keypad to signal that you would like to comment.



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BOARD MEETING DATE: September 2, 2022

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee held a hybrid meeting on Friday, August 12, 2022 and reviewed the proposed agenda for the September 2, 2022 Board meeting. The Committee also discussed various issues detailed in the Committee report. The next Administrative Committee meeting is September 9, 2022, at 10:00 a.m.

RECOMMENDED ACTION:

Approve this report.

Ben J. Benoit, Chair
Administrative Committee

CB

Attendance:

[Will be inserted subsequent to the August 12, 2022 Administrative Committee meeting.]

Administrative Committee Discussion Items:

[Will be inserted subsequent to the August 12, 2022 Administrative Committee meeting.]

Chair's Report of Approved Travel:

DATE	TRAVELER	DESTINATION	PURPOSE
June 22-23, 2022	Board Member Gideon Kracov	Sacramento, CA	Board Member Kracov attended a CARB meeting as the South Coast AQMD Board representative.
July 18-21, 2022	Chair Ben Benoit	Tahoe, NV	Chair Ben Benoit attended the CCEEB Summer Issues Seminar as the South Coast AQMD Board representative.



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8/5/22

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DRAFT A G E N D A

MEETING, SEPTEMBER 2, 2022 HYBRID GOVERNING BOARD MEETING

Pursuant to Assembly Bill 361, a meeting of the South Coast Air Quality Management District Board will be held at 9:00 a.m. on Friday, September 2, 2022 through a hybrid format of in-person attendance in the Dr. William A. Burke Auditorium at the South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, and/or virtual attendance via videoconferencing and by telephone. Please follow the instructions below to join the meeting remotely.

Given health and safety concerns, seating availability may be limited, and the meeting format may be changed to full remote via webcast. Please refer to South Coast AQMD's website for information regarding the format of the meeting, updates if the meeting is changed to a full remote via webcast format, and details on how to participate:

<http://www.aqmd.gov/home/news-events/meeting-agendas-minutes>

Face coverings: State and local public health officials strongly recommend, but do not require, the wearing of face coverings while in an indoor public setting.

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,,93128605044# or +12532158782,,93128605044#

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

PUBLIC COMMENT WILL STILL BE TAKEN

Phone controls for participants:

The following commands can be used on your phone's dial pad while in Zoom Webinar meeting:

- *6 - Toggle mute/unmute
- *9 - Raise hand

Cleaning the air that we breathe...

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 for public review at South Coast AQMD's Clerk of the Boards Office, 21865 Copley Drive, Diamond Bar, CA 91765 or web page at www.aqmd.gov

Americans with Disabilities Act and Language Accessibility

Disability and language-related accommodations can be requested to allow participation in the Governing Board meeting. The agenda will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Gov. 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 South Coast AQMD. Please contact the Clerk of the Boards Office at (909) 396-2500 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to cob@aqmd.gov

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

CALL TO ORDER

- Pledge of Allegiance
- Roll Call
- Opening Comments: Ben J. Benoit, Chair
Other Board Members
Wayne Nastri, Executive Officer

PUBLIC COMMENT PERIOD – (Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3) The public may comment on any subject within the South Coast AQMD's authority that **does not** appear on the agenda, during the Public Comment Period. Each speaker addressing non-agenda items may be limited to a total of (3) minutes.

Staff/Phone (909) 396-

CONSENT AND BOARD CALENDAR (Items 1 through XX)

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

Items XX through XX – Action Items/No Fiscal Impact

11544. Comply with AB 361 Requirements to Allow South Coast AQMD Board and South Coast AQMD Brown Act Committees to Continue to Meet Remotely **Gilchrist/3459**
11779. Approve Minutes of August 5, 2022 Meeting **Thomas/3268**

Items XX through XX -- Budget/Fiscal Impact

11749. Appropriate Funds From Undesignated (Unassigned) Fund Balance for Engineering and Permitting Assistance **Aspell/2491**

In order to reduce the pending permit application inventory to meet the Goals and Objectives of the Engineering and Permitting division, assistance from qualified consultants and retirees are temporarily needed on an as needed basis. This action is to appropriate a total of \$400,000 from the General Fund Undesignated (Unassigned) Fund Balance into Engineering and Permitting's FY 2022-23 Budget to cover consultant contracts and temporary staffing costs. (Reviewed: Administrative Committee, August 12, 2022; Recommended for Approval)

11768. Recognize Revenue and Appropriate Funds for U.S. EPA Pass Through Grants to Develop Low-cost Sensor Device for Measuring VOCs and Reference Method for Validating Open-path Remote Sensing Systems **Low/2269**

Recently, U.S. EPA awarded multiple nationwide competitive Science to Achieve Results (STAR) research grants. South Coast AQMD staff will be a co-investigator for two of these grants, one with Virginia Polytechnic Institute and State University (Virginia Tech) to develop a low-cost sensor device for time-resolved measurements of VOCs, and one with the University of California, Los Angeles (UCLA) to develop a reference method for validating the performance of open-path remote sensing systems for air toxic measurements. These actions are to recognize revenue up to \$199,949 from Virginia Tech and up to \$208,187 from UCLA into the General Fund, and appropriate up to \$46,120 and \$41,320, respectively from the two universities, in the Monitoring and Analysis FY 2022-23 and/or, FY 2023-24 and/or, FY 2024-25 Budgets to support efforts on these projects. (Reviewed: Administrative Committee, August 12, 2022; Recommended for Approval)

11761. Appropriate Funds, Transfer Funds, Issue Solicitations and Purchase Orders for Laboratory and Air Monitoring Equipment **Low/2269**

Laboratory equipment is needed to support current ethylene oxide investigations, including ones in AB 617 communities. In addition, the FY 2022-23 budget authorized Capital Outlays in the amount of \$513,000 for air monitoring and laboratory equipment. An additional \$250,000 is needed to purchase equipment to analyze ethylene oxide samples and other toxic air contaminants. These actions are to appropriate funds up to \$250,000 from the General Fund Undesignated (Unassigned) Fund Balance to Monitoring & Analysis FY 2022-23 Budget, and appropriate issue solicitations and purchase orders for laboratory and air monitoring equipment in the amount of \$718,000. (Reviewed: Administrative Committee, August 12, 2022; Recommended for approval)

11760. Recognize Revenue, Appropriate Federal Funds, and Issue Solicitations and Purchase Orders for Air Monitoring Equipment **Low/2269**

South Coast AQMD is expected to receive grant funds up to \$272,052 for the NATTS Program and \$333,500 from the American Rescue Plan (ARP) from U.S. EPA. These actions are to recognize revenue and appropriate funds for the NATTS program and ARP grant and issue solicitations and purchase orders for air monitoring equipment. (Reviewed: Administrative Committee, August 12, 2022; Recommended for Approval)

11771. Amend Contract for Joint Electric Truck Scaling Initiative Pilot Project **Katzenstein/2219**

In June 2021, the Board approved the execution of contracts for the CARB and CEC awarded Joint Electric Truck Scaling Initiative Pilot Project. The project will deploy 100 Daimler and Volvo Class 8 battery electric trucks, charging infrastructure, and distributed energy resource technologies at two fleets in disadvantaged communities. Due to the large number of project partners and strict reporting requirements to submit quarterly progress reports within 10 days of the end of each quarter, CARB has approved the reallocation of \$220,000 in South Coast AQMD administrative funds for project reporting. This action is to amend a contract with Gladstein, Neandross and Associates, adding \$220,000 in CARB grant funds from the GHG Reduction Projects

Special Revenue Fund (67). (Reviewed: Technology Committee, August 19, 2022; Recommended for Approval)

11774. Adopt Resolution Recognizing Funds for FY 2021-22 Community Air Protection Incentives and Reimburse General Fund for Administrative Costs **Katzenstein/2219**

In June 2022, South Coast AQMD executed a grant agreement with CARB to receive FY 2021-22 Community Air Protection Program (CAPP) incentive funds in the amount of \$98,799,787, which includes 6.25 percent in administrative funds. This action is to adopt a Resolution recognizing CAPP revenue up to \$98,799,787 from CARB into the Community Air Protection AB 134 Fund (77). Eligible projects include those submitted under the Carl Moyer Program and Proposition 1B–Goods Movement Program, projects consistent with the Community Air Protection Incentives Guidelines, and other projects included in an approved community emissions reduction programs. This action is to also reimburse the General Fund for administrative costs in implementing the CAPP grant. (Reviewed: Technology Committee, August 19, 2022; Recommended for Approval)

11777. Recognize Revenue, Transfer Funds and Execute Contract with San Bernardino County on Behalf of Arrowhead Regional Medical Center for Deployment of Two Zero Emission Mobile Clinics **Katzenstein/2219**

Arrowhead Regional Medical Center (ARMC) operates two mobile pediatric asthma clinics referred to as Breathmobiles. In June 2022, U.S EPA awarded \$500,000 to South Coast AQMD under the Clean Air Technology Initiative to help replace an older gasoline powered Breathmobile with a new zero emission platform. San Bernardino County is supporting the development of a third mobile clinic and has requested additional support in making this clinical platform zero emission. These actions are to: 1) recognize revenue up to \$500,000 from U.S. EPA and transfer \$500,000 from the Clean Fuels Program Fund (31) as cost-share into the Advanced Technology, Outreach, and Education Fund (17); and 2) execute a contract with San Bernardino County on behalf of ARMC for the purchase of two zero emission mobile clinics in an amount not to exceed \$1,000,000 from the Advanced Technology, Outreach, and Education Fund (17). (Reviewed: Technology Committee, August 19, 2022; Recommended for Approval)

11652. Approve Contract Awards as Approved by MSRC **McCallon/**

Items XX through XX – Information Only/Receive and File

11619. Legislative, Public Affairs and Media Report **Alatorre/3122**

This report highlights the July 2022 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)

11764. **Hearing Board Report** **Verdugo-Peralta/**
- This reports the actions taken by the Hearing Board during the period of July 1 through July 31, 2022.
11667. **Civil Filings and Civil Penalties Report** **Gilchrist/3459**
- This report summarizes monthly penalties and legal actions filed by the General Counsel's Office from June 1, 2022 through June 30, 2022. An Index of South Coast AQMD Rules is attached with the penalty report. (Reviewed: Stationary Source Committee, August 19, 2022)
11522. **Lead Agency Projects and Environmental Documents Received** **Rees/2856**
- This report provides a listing of CEQA documents received by South Coast AQMD between July 1, 2022 and July 31, 2022, and those projects for which South Coast AQMD is acting as lead agency pursuant to CEQA. (Reviewed: Mobile Source Committee, August 19, 2022)
11492. **Rule and Control Measure Forecast** **Rees/2856**
- This report highlights South Coast AQMD rulemaking activities and public hearings scheduled for 2022. (No Committee Review)
11778. **Report of RFPs/RFQs Scheduled for Release in September** **Jain/2804**
- This report summarizes the RFPs/RFQs for budgeted services over \$100,000 scheduled to be released for advertisement for the month of September. (Reviewed: Administrative Committee, August 12, 2022)
11682. **FY 2021-22 Contract Activity** **Jain/2804**
- This report lists the number of contracts let during FY 2021-22, the respective dollar amounts, award type, and the authorized contract signatory for South Coast AQMD. This report includes the data provided in the March 2022 report covering contract activity for the first six months of FY 2021-22. (No Committee Review)
11758. **Status Report on Regulation XIII – New Source Review** **Aspell/2491**
- This report presents the state and federal Final Determination of Equivalency for January 2020 through December 2020. As such, it provides information regarding the status of Regulation XIII – New Source Review (NSR) in meeting state and federal NSR requirements and shows that South Coast AQMD's NSR program is in final compliance with applicable state and federal requirements from January 2020 through December 2020. (reviewed: Stationary Source Committee, August 19, 2022)
11770. **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, August 12, 2022)

Items XX through XX -- Reports for Committees and CARB

11555.	Administrative Committee (Receive & File)	Chair: Benoit	Nastri/3131
11680.	Investment Oversight Committee (Receive & File)	Chair: Cacciotti	Jain/2804
11593.	Legislative Committee	Chair: Cacciotti	Alatorre/3122
11502.	Mobile Source Committee (Receive & File)	Chair: Kracov	Rees/2856
11566.	Stationary Source Committee (Receive & File)	Chair: Benoit	Aspell/2491
11480.	Technology Committee (Receive & File)	Chair: Richardson	Katzenstein/2219
11579.	Mobile Source Air Pollution Reduction Review Committee (Receive & File)	Board Liaison: Benoit	Katzenstein/2219
11608.	California Air Resources Board Monthly Report (Receive & File)	Board Rep: Kracov	Thomas/3268

XX. **Items Deferred from Consent and Board Calendar**

PUBLIC HEARINGS

11747. Determine That Proposed Amendments to BACT Guidelines Are Exempt from CEQA and Amend BACT Guidelines **Aspell/2491**

This item is to add new and amended listings to South Coast AQMD BACT Guidelines. Periodically, after consultation with stakeholders through the BACT Scientific Review Committee, staff proposes amendments to the BACT Guidelines to make them consistent with recent changes to South Coast AQMD rules and regulations as well as state requirements. Staff is proposing to add new and amended listings to Part B: Lowest Achievable Emission Rate Determinations for Major Polluting Facilities, Part D: BACT Determinations for Non-Major Polluting Facilities and to update the Overview, Parts A and C: Policy for Major and Non-Major Polluting Facilities, respectively. This action is to determine that the proposed amendments to the BACT Guidelines are exempt from the requirements of the California Environmental Quality Act and to amend the BACT Guidelines. (Reviewed: Stationary Source Committee, June 17, 2022)

11759. Determine That Proposed Amended Rule 218.2 - Continuous Emission Monitoring System: General Provisions; and Proposed Amended Rule 218.3 - Continuous Emission Monitoring System: Performance Specifications, Are Exempt from CEQA; and Amend Rule 218.2 and Rule 218.3 **Krause/2706**

Proposed Amended Rules 218.2 and 218.3 will establish additional requirements for the installation and operation of CEMS at non-RECLAIM and former RECLAIM facilities. The proposed amendments include an option for dual range analyzers and add specifications when measuring mass emissions. This action is to adopt the Resolution: 1) Determining that Proposed Amended Rule 218.2 – Continuous Emission Monitoring System: General Provisions; and Proposed Amended Rule 218.3 – Continuous Emission Monitoring System: Performance Specifications, are exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 218.2 – Continuous Emission Monitoring System: General Provisions; and Rule 218.3 – Continuous Emission Monitoring System: Performance Specifications. (Reviewed: Stationary Source Committee, June 17, 2022)

11757. Determine That Proposed Amended Rule 429 – Startup and Shutdown Provisions for Oxides of Nitrogen, Is Exempt from CEQA; and Amend Rule 429 **Krause/2706**

Proposed Amended Rule 429 will provide an alternative limit from NO_x and CO concentration limits in various rules in Regulation XI – Source Specific Standards when units are starting up and shutting down for specified durations. Proposed Amended Rule 429 will also include provisions limiting the frequency of scheduled startups, best management practices, and notification and recordkeeping requirements. This action is to adopt the Resolution: 1) Determining that Proposed Amended Rule 429 – Startup and Shutdown Provisions for Oxides of Nitrogen, is exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 429 – Startup and Shutdown Provisions for Oxides of Nitrogen. (Reviewed: Stationary Source Committee, June 17, 2022)

BOARD MEMBER TRAVEL – (No Written Material)

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

CONFLICT OF INTEREST DISCLOSURES – (No Written Material)

CLOSED SESSION -- (No Written Material)

Gilchrist/3459

ADJOURNMENT

PUBLIC COMMENTS

Members of the public are afforded an opportunity to speak on any agenda item before consideration of that item. Persons wishing to speak may do so in person or remotely via Zoom or telephone. To provide public comments via a Desktop/Laptop or Smartphone, click on the "Raise Hand" at the bottom of the screen, or if participating via Dial-in/Telephone Press *9. This will signal to the host that you would like to provide a public comment and you will be added to the list.

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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

AQIP = Air Quality Investment Program

AQMP = Air Quality Management Plan

AVR = Average Vehicle Ridership

BACT = Best Available Control Technology

BARCT = Best Available Retrofit Control Technology

Cal/EPA = California Environmental Protection Agency

CARB = California Air Resources Board

CEMS = Continuous Emissions Monitoring Systems

CEC = California Energy Commission

CEQA = California Environmental Quality Act

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

CNG = Compressed Natural Gas

CO = Carbon Monoxide

DOE = Department of Energy

EV = Electric Vehicle

EV/BEV = Electric Vehicle/Battery 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

OEHA = Office of Environmental Health Hazard
Assessment

PAMS = Photochemical Assessment Monitoring
Stations

PEV = Plug-In Electric Vehicle

PHEV = Plug-In Hybrid Electric Vehicle

PM10 = Particulate Matter \leq 10 microns

PM2.5 = Particulate Matter \leq 2.5 microns

RECLAIM = Regional Clean Air Incentives Market

RFP = Request for Proposals

RFQ = Request for Quotations

RFQQ = Request for Qualifications and 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

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Instructions for Participating in a Virtual Meeting as an Attendee

As an attendee, you will have the opportunity to virtually raise your hand and provide public comment.

Before joining the call, please silence your other communication devices such as your cell or desk phone. This will prevent any feedback or interruptions during the meeting.

Please note: During the meeting, all participants will be placed on Mute by the host. You will not be able to mute or unmute your lines manually.

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

Speakers may be limited to a total of 3 minutes for the entirety of the consent calendar plus board calendar, and three minutes or less for each of the 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.

Once you raise your hand to provide public comment, your name will be added to the speaker list. Your name will be called when it is your turn to comment. The host will then unmute your line.

Directions for Video ZOOM on a DESKTOP/LAPTOP:

- If you would like to make a public comment, please click on the **“Raise Hand”** button on the bottom of the screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for Video Zoom on a SMARTPHONE:

- If you would like to make a public comment, please click on the **“Raise Hand”** button on the bottom of your screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for TELEPHONE line only:

- If you would like to make public comment, please **dial *9** on your keypad to signal that you would like to comment.

Administrative Committee

Friday, August 12, 2022

Dr. ANISSA CESSA HEARD-JOHNSON
Deputy Executive Officer
Diversity, Equity, and Inclusion
aheard-johnson@aqmd.gov

FABULOUS FEMALE FRIDAY

Anna Julia Cooper

August 10, ~1858 – February 27, 1964

American educator, author, and activist

- Enrolled in Saint Augustine's Normal School and Collegiate Institute for freed slaves
 - Realized male classmates were encouraged to study more rigorous classes than female classmates
- Graduated with a bachelors and master's degree in mathematics became a teacher.
- Became the principal of M Street High School – her emphasis on college preparatory courses proved to be controversial as many favored vocational education for African Americans
 - The District of Columbia Board of Education refused to renew her contract; Cooper continued to teach elsewhere
- Her first book, *A Voice from the South by a Black Woman of the South* (1892) called for equal education for women
 - Cooper believed that educated African American women were necessary for uplifting the entire black community





GOVERNING BOARD INTERNS • SUMMER 2022

- DEI coordinated orientation for interns and integrated DEI training throughout the internship program
- Will provide a summary of internship program at its conclusion

DEI Summer Planning

Evaluating our own DEI Operational Procedures

Developing Annual Calendar of Events, Resources and Trainings

Instituting ongoing support services for Employee Resource Groups

Establishing action plans for DEI Workgroup Recommendations

Statewide DEI Colleagues Year-End Meeting

Purpose of the ongoing meeting with Diversity, Equity, and Inclusion responsibilities:

1. To increase understanding of statewide diversity, equity and inclusion issues and concerns relevant to air quality.
 2. To apply critical thinking approaches to DEI problem solving and develop best practices to address DEI issues.
- To develop standards of statewide DEI goals and priorities, benchmarks, and indicators.



Any
questions?



FY 2021-22 4th Quarter Budget vs. Actual (Unaudited)

Administrative Committee August 12, 2022

General Fund Overview

- FY 2021-22 4th Quarter Budget vs. Actual (Unaudited)
- Revenues
- Expenditures
- Updated General Fund Five-Year Projection

General Fund Budget Summary

	Fiscal Year 2021-22		
(\$ in millions)	Adopted Budget	Amended Budget	FY 2021-22 Q4 Actuals (Unaudited)
Revenues/Transfers In	\$179.9	\$185.7	\$183.1
Expenditures/Transfers Out	\$179.9	\$188.5	\$180.0

Revenue Comparison

FY 2021-22 4th Quarter Budget vs. Actual & FY 2020-21 4th Quarter

Revenue Type (\$ in millions)	Fiscal Year 2021-22 Q4			Fiscal Year 2020-21 Q4	
	Amended Budget	Actuals (Unaudited)	Actual % of Budget	Actuals	Actual % of Budget
Emissions Fees	\$ 20.0	\$20.3	102%	\$20.2	100%
Annual Operating Fees	64.0	65.5	102%	63.0	102%
Permit Fees	16.1	16.8	104%	16.7	84%
Mobile Sources/Transportation	33.4	27.7	83%	26.9	88%
Other*	43.1	42.7	99%	43.8	112%
Area Sources	2.1	2.5	119%	2.4	118%
Transfers In	<u>7.0</u>	<u>7.6</u>	109%	<u>4.9</u>	86%
Total	<u>\$185.7</u>	<u>\$183.1</u>	99%	<u>\$177.9</u>	99%

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

Expenditure Comparison

FY 2021-22 4th Quarter Budget vs. Actual & FY 2020-21 4th Quarter

Major Object (\$ in millions)	Fiscal Year 2021-22 Q4			Fiscal Year 2020-21 Q4	
	Amended Budget	Actuals (Unaudited)	Actuals % of Budget	Actuals	Actuals % of Budget
Salaries & Benefits	\$146.8	\$143.7	98%	\$135.2	96%
Services & Supplies	28.7	24.3	85%	25.1	86%
Capital Equipment	5.0	4.0	80%	2.3	90%
Debt Service	7.2	7.2	100%	7.2	100%
Transfers Out	<u>0.8</u>	<u>0.8</u>	100%	<u>2.1</u>	100%
Total	<u>\$188.5</u>	<u>\$180.0</u>	95%	<u>\$171.9</u>	95%

Board Approved Use of Fund Balance

FY 2021-22 4th Quarter

Board Letter Approval+	Use	Amount
2/5/2021, #7	Specialized Legal Services	\$50,000
8/6/2021, #7	Development of WAIRE Online Portal	250,000
9/3/2021, #8	CAPES Program and Environmental Justice Outreach and Initiatives	142,394
9/3/2021, #10	FY 2021-22 Budget Amendment to add/delete positions	517,571
10/1/2021, #6	Specialized Legal Services	480,000
11/5/2021, #36	Purchase of Jerome H2S monitors	80,000
12/3/2021, #6	Purchase of toxic vapor analyzer	33,000
12/3/2021, #6	Phone system upgrade	75,000
12/3/2021, #6	Develop electronic/mailling notice capture system & update Agenda Tracking System	400,000
12/3/2021, #7	Emergency or interruption of agency operations	275,000
3/4/2022, #10	Web Application.Net Infrastructure Migration	73,000
3/4/2022, #10	Cybersecurity Awareness Program & Virus Scan Support Increase	100,000
6/3/2022, #7	Lab Equipment	7,000
6/3/2022, #9	Specialized Legal Services	<u>\$300,000</u>
Total:		<u>\$2,782,965</u>

FY 2021-22 Actuals (Unaudited) and Five-Year Projection

(\$ in millions)	FY 21-22 Actual (Unaudited)	FY 22-23 Adopted	FY 23-24 Projected	FY 24-25 Projected	FY 25-26 Projected	FY 26-27 Projected
Authorized Staffing	959	970 *	972	972	972	972
Vacancy Rate	13%	11%	11%	11%	11%	11%
Funded Staffing	834	863	863	863	863	863
Revenues **	\$183.1	\$189.2	\$193.9	\$195.4	\$197.3	\$200.1
Program Costs	\$180.0	\$189.2	\$196.8	\$201.7	\$204.7	\$207.7
Changes in Fund Balance	\$3.1	\$-	\$(2.9)	\$(6.3)	\$(7.4)	\$(7.6)
Unreserved Fund Balance (at Year-End)	\$81.0	\$81.0	\$78.1	\$71.8	\$64.4	\$56.8
% of Revenue	44%	43%	40%	37%	33%	28%
* Includes 2 positions added by the Board in FY 2021-22 (BL 9/2021 #10) and FY 22-23 additions include 11 funded positions (8 are revenue offset).						
** CPI projections include the following: FY 22/23 – 6.5%; FY 23/24 - 3.8%; FY 24/25 - 3.0%; FY 25/26 - 3.1%; & FY 26/27 – 3.3%						



Questions?

BOARD MEETING DATE: September 2, 2022

AGENDA NO.

PROPOSAL: Report of RFQs/RFPs Scheduled for Release in September

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

COMMITTEE: Administrative, August 12, 2022, Reviewed

RECOMMENDED ACTION:

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

Wayne Nastri
Executive Officer

SJ:gp

Background

In January 2020 the Board approved a revised Procurement Policy and Procedure. Under the revised policy, RFQs/RFPs for budgeted items over \$100,000 that follow the Procurement Policy and Procedure would no longer be required to obtain individual Board approval. However, a monthly report of all RFQs/RFPs 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 attached report provides the title and synopsis of the RFQ/RFP, the budgeted funds available, and the name of the Deputy Executive Officer/Assistant Deputy Executive Officer responsible for that item. Further detail including closing dates, contact information, and detailed proposal criteria will be available online at <http://www.aqmd.gov/grants-bids> following Board approval on September 2, 2022.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFQs/RFPs 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/RFPs will be emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations and placed on 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/RFPs Scheduled for Release in September 2022

**September 2, 2022 Board Meeting
Report on RFQs/RFPs Scheduled for Release on September 2, 2022**

(For detailed information visit South Coast AQMD's website at
<http://www.aqmd.gov/nav/grants-bids>
following Board approval on September 2, 2022)

SPECIAL TECHNICAL EXPERTISE

RFQ #Q2023-01	Issue RFQ for Qualifications to Establish List of Prequalified Vendors for Exterior Building Cleaning and Interior and Exterior Window Washing	Olvera/2309
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South Coast AQMD's Diamond Bar Headquarters consists of four interconnected buildings. This action is to issue an RFQ to establish a list of prequalified vendors for a three-year period to provide exterior building cleaning and interior and exterior window washing. Funds for this service are included in the FY 2022-23 Budget and will be requested in subsequent fiscal years.

RFP #P2023-02	Issue RFP to Audit AB 2766 Fee Revenue Recipients for Fiscal Years 2019-20 and 2020-21.	Jain/2804
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AB 2766 requires any agency that received fee revenues subvended to the South Coast AQMD from the Department of Motor Vehicles to be audited once every two years. This action is to issue an RFP for an independent Certified Public Accountant to conduct the audits for Fiscal Years 2019-20 and 2020-21. Funds for this expense are included in the Fiscal Year 2022-23 Budget.

BOARD MEETING DATE: September 2, 2022

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, August 12, 2022, Reviewed

RECOMMENDED ACTION:
Receive and file.

Wayne Nastri
Executive Officer

RMM:MAH:XC:dc

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 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 non-critical projects as long as possible.

Summary of Report

The attached report identifies 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
September 2, 2022 Board Meeting
Status Report on Major Ongoing and Upcoming Projects for
Information Management

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Phone System Upgrade	Upgrade components of the agency Cisco Unified Communications System that are past end of support	\$175,000	<ul style="list-style-type: none"> • RFQ released September 3, 2021 • Awarded January 7, 2022 	<ul style="list-style-type: none"> • Complete upgrade November 30, 2022
AQ-SPEC Cloud Platform Phase 2	Integrate separate data systems into the AQ-SPEC cloud-based platform to manage data and build interactive data visualizations and data dashboards for web-based viewing	\$313,350	<ul style="list-style-type: none"> • Project Charter released • Task Order issued, evaluated, and awarded • Project kickoff completed • Requirements gathering completed • Fit Gap and data storage analysis completed • Architecture and functional design completed • Work Plan development for Phase 2 completed • Dashboard designs approved • Discovery Phase completed • Proposal for implementation phase received 	<ul style="list-style-type: none"> • Begin implementation phase
PeopleSoft Electronic Requisition	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 • Requirements gathering and system design completed • System setup and code development, and User Acceptance Testing for Information Management completed • System setup and code development, and User Acceptance Testing completed for Administrative and Human Resources, and Technology Advancement Office completed 	<ul style="list-style-type: none"> • Deploy to IM and AHR divisions • Training and Integrated User Testing for other divisions

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
South Coast AQMD Mobile Application Enhancements	Enhancement of Mobile Application to incorporate FIND	\$90,000	<ul style="list-style-type: none"> • Vision and Scope completed • Task Order issued • Project initiation completed • System design completed • System development completed • User Acceptance Testing Completed • Deployed to both App Stores 	<ul style="list-style-type: none"> • Post Production Support
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 staff	\$525,000	<ul style="list-style-type: none"> • Board approved initial Phase 2 funding December 2017 • Board approved remaining Phase 2 funding October 5, 2018 • Completed report outlining recommendations for automation of Permitting Workflow • Developed application submittals and form filing for first nine of 32 400-E forms • Completed application submittals and form filing for 23 types of equipment under Rule 222 for User Testing • Deployed production of the top three most frequently used Rule 222 forms: Negative Air Machines, Small Boilers and Charbroilers • Completed requirements gathering for Phase 2 of the project (an additional 10 400-E-XX forms) • Development of Phase 2 additional 12 400-E-XX forms completed • Deployment to stage of all 400-E-XX and Rule 222 forms for User Acceptance Testing completed • User Acceptance Testing and deployment to production of Emergency IC Engines Form completed • Deployed to production 3 additional Rule 222 forms (Tar Pots, Cooling Towers, and Power Washers) 	<ul style="list-style-type: none"> • Requirements gathering for Phase 3 of the project (final twelve 400-E-XX forms) • Complete User Acceptance Testing and deployment to production of Phase 1 of the project (first ten 400-E-XX forms) • Complete User Acceptance Testing and deployment to production of next set of Rule 222 forms • Complete User Acceptance Testing and deployment to production of the EICE module

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Replace Your Ride (RZR)/One Stop Shop Integration	Development of integration access points for RZR and third-party applications	\$115,026	<ul style="list-style-type: none"> • Draft Charter Document issued • Project initiation completed • Task Order issued • Phase 1 Sprint 1 – Security Portal Enhancement completed • Phase 2 Sprint 2 - RZR service endpoints completed • Phase 3 Sprint 4 – Cloud based service endpoints completed • Phase 3 Sprint 5 – end to end testing completed • Integration has been completed 	<ul style="list-style-type: none"> • Post Production Support
Carl Moyer Program GMS	Development of simplified and streamlined Online Grant Management System (GMS) Portal for Carl Moyer Program	\$116,275	<ul style="list-style-type: none"> • Project initiation completed • Task Order issued • Phase 1 completed and approved by stakeholder • Solicitation for On-Road opened to public • Phase 2 – initiation and kickoff completed • Phase 2 – tasks module enhancement User Acceptance Testing completed • Phase 2 – 30-day Letter User Acceptance Testing for completed 	<ul style="list-style-type: none"> • Phase 2 – gathering requirements and development
Warehouse Indirect Source Rule Online Reporting Portal	Development of online reporting portal for Rule 2305 –Warehouse Indirect Source	\$250,000	<ul style="list-style-type: none"> • Draft Charter Document issued • Project initiation completed • Task Order issued • Deployed Phase 1.1 – Warehouse Operations Notification Submittal • Deployed Phase 1.2 – Warehouse Operations Notification Evaluation • Phase 2 Project initiation and planning completed • Phase 2 software requirements completed • Phase 2 architecture and design completed • Phase 2 deployed – Early Annual WAIRE Report (EAWR) , Initial Site Information Report (ISIR), full Annual WAIRE Report (AWR) 	<ul style="list-style-type: none"> • Post Production Support Identify system enhancements

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Source Test Tracking System (STTS)	Online STSS will keep track of timelines and quantify the number of test protocols and reports received. System will provide an external online portal to submit source testing protocols and reports, track the review process, and provide integration to all other business units. It will also provide an external dashboard to review the status of a submittal.	\$250,000	<ul style="list-style-type: none"> • Project initiation completed • Task Order issued • Project kickoff completed • User requirements gathering for internal users completed • Developed full business process model • Developed screens mock-ups • Reviewed proposed automation with EQUATE Working Group completed • Proposal for system development approved • Completed development of Sprint 1 to 8 • Completed overview of development progress to EQUATE Working Group. • Deploy updated STTS Data Model and move application to stage completed • Internal and external orientation/training for testers completed 	<ul style="list-style-type: none"> • Complete User Acceptance Testing of STTS Portal in stage environment • Complete testing of STTS Portal with regulated community volunteers • Deploy STTS Portal to production
Prop 1B GMS – Locomotive and Cargo	Development of two forms for Prop 1B to handle locomotive and cargo applications	\$14,940	<ul style="list-style-type: none"> • Draft Charter Document - amended • Project planning phase for forms completed • Development of forms completed • Stakeholder testing of forms and workflow completed • Deployed to production and opened for solicitation 	<ul style="list-style-type: none"> • Post Production support
CLASS Database Software Licensing	Purchase Actian Ingres database software licensing, support and maintenance for the CLASS system for one year period (November 30, 2022 – November 30, 2023)	\$280,000		<ul style="list-style-type: none"> • Board approval October 7, 2022 • Execute contract(s) November 30, 2022

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
PeopleSoft HCM (Human Capital Management) upgrade	Upgrade PeopleSoft HCM product to latest tools and image level to maintain regulatory and functional support	\$180,000	<ul style="list-style-type: none"> • Task order issued • Project initiation completed 	<ul style="list-style-type: none"> • System assessment • Customization assessment

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

Completed Projects	
Project	Date Completed
Renewal of OnBase Software Support	July 15, 2022
Replace Your Ride (RZR)/One Stop Shop Integration	July 7, 2022
Warehouse Operations Notification Online Submittal Portal Phase 2.2 Initial Site Information Report (ISIR) and full Annual WAIRE Report (AWR)	June 1, 2022
Alternative Colors for Air Quality Map	May 20, 2022
Permit Application Enhancements for Rule 1109.1 Tracking	May 04, 2022
Mobile Application Enhancements	May 03, 2022
HP Server Maintenance & Support	April 30, 2022
National Weather Service Alert Integration	April 21, 2022
Prop 1B GMS – Locomotive and Cargo	April 19, 2022
AB 2766 Motor Vehicle Subvention Program Report Portal	March 2, 2022
Telecommunications Services	February 28, 2022
Warehouse Operations Notification Online Submittal Portal Phase 2.1 Annual WAIRE Report (AWR)	February 25, 2022
Prequalified Vendors to Provide Computer, Network, Printer, Hardware and Software, and Audio Visual Equipment	February 4, 2022
Three Additional Rule 222 Forms for Online Application Filing	February 1, 2022
Cybersecurity Assessment	January 31, 2022
Office 365 License Renewal	January 31, 2022
PeopleSoft Finance and Human Capital Management updates for tax year 2021	January 10, 2022
Implementation of Labor Agreement	January 10, 2022
Annual Emissions Reporting System 2022 Revisions	December 17, 2021
Warehouse Operations Notification Evaluation Module	December 12, 2021
CLASS Database Software Licensing	November 30, 2021
AQ-Spec/AB617 Data Management System	November 16, 2021
Rule 1180 Notification System	October 6, 2021

BOARD MEETING DATE: September 2, 2022

AGENDA NO.

PROPOSAL: Appropriate Funds from the Undesignated (Unassigned) Fund Balance for Engineering and Permitting Assistance

SYNOPSIS: In order to reduce the pending permit application inventory consistent with the agency's Goals and Objectives, assistance from qualified consultants and retirees are temporarily needed on an as needed basis. A total of \$400,000 will be appropriated from the General Fund Undesignated (Unassigned) Fund Balance into Engineering and Permitting's FY 2022-23 Budget to cover consultant contracts and temporary staffing costs.

COMMITTEE: Administrative, August 12, 2022; Recommended for Approval

RECOMMENDED ACTION:

Appropriate a total of \$400,000 from the General Fund Undesignated (Unassigned) Fund Balance to Engineering and Permitting's FY 2022-23 Budget, Services & Supplies Major Object to provide funding for assistance from qualified consultants and Engineering and Permitting retirees to reduce the pending permit application inventory.

Wayne Nastri
Executive Officer

SN:JA:JW

Background

In June 2016, South Coast AQMD embarked on an aggressive effort to expeditiously reduce its pending permit application inventory, with a goal of reducing the number of pending permit applications by 50 percent to a working inventory of 3,674 or less pending permit applications. This goal was achieved in 2018 and has been maintained for the past four years. However, due to a hiring freeze in 2020 because of the COVID-19 pandemic as well as a large number of retirements in the Engineering and Permitting division, the permit application inventory has recently exceeded the 50 percent threshold. A number of measures are being implemented to meet the permit application inventory goal as soon as possible.

Positions in Engineering and Permitting, through new hire and promotional recruitments, are being filled in an expeditious manner. While addressing the need to fill vacancies at all levels, it has also resulted in a majority of staff in permit processing positions having two years or less of experience in their current position. Retirees have the skills and knowledge to provide training and guidance to staff who are new to their positions to help increase the efficiency of permit processing.

In addition to addressing staff resources, there is a need for consultant services to provide permit review functions as part of the effort to resolve the permit application inventory. Certain permit analysis, such as compliance with CEQA and air dispersion modeling, can be accomplished efficiently by an outside contractor. Using consulting firms enables permitting staff to focus their review on critical and more complicated aspects of permit applications.

A combination of strategies is being used to reduce the pending permit application inventory and to ensure the Engineering and Permitting division and the agency meets its annual Goals and Objectives.

Proposal

Staff released RFP# P2022-14 on June 3, 2022 to seek consultant assistance, on an as needed basis. Three proposals were received and two were deemed to meet the minimum requirements of the RFP. Therefore, Castle Environmental Consulting and William Walters Air Quality Consulting were selected as qualified consultants. Both have experience providing analysis for permits relating to air quality regulations. The total amount for both contracts is not to exceed \$100,000.

In response to outreach efforts, several retirees from Engineering and Permitting have expressed interest in returning to assist in permit application processing and review. In accordance with requirements and restrictions from the SBCERA retirement system, retirees will be utilized for training, evaluation, and advisory purposes to complement the work of existing Engineering and Permitting staff. It is anticipated that the retiree assignments will not extend beyond this fiscal year. Costs associated with engaging retirees for temporary services is estimated not to exceed \$300,000 for retirees, depending on scheduling.

To implement measures to meet the permit application inventory goals, staff is requesting that a total of \$400,000 be appropriated from the Undesignated Fund Balance to Engineering and Permitting's FY 2022-23 Budget, Services & Supplies Major Object for the temporary use of consultants and retirees for FY 2022-23.

Resource Impacts

Sufficient funding is available in the General Fund Undesignated (Unassigned) Fund Balance.

BOARD MEETING DATE: September 2, 2022

AGENDA NO.

PROPOSAL: Recognize Revenue and Appropriate Funds for U.S. EPA Pass Through Grants to Develop Low-cost Sensor Device for Measuring VOCs and Reference Method for Validating Open-path Remote Sensing Systems

SYNOPSIS: Recently, U.S. EPA awarded multiple nationwide competitive Science to Achieve Results (STAR) research grants. South Coast AQMD staff will be a co-investigator for two of these grants, one with Virginia Polytechnic Institute and State University (Virginia Tech) to develop a low-cost sensor device for time-resolved measurements of VOCs, and one with the University of California, Los Angeles (UCLA) to develop a reference method for validating the performance of open-path remote sensing systems for air toxic measurements. These actions are to recognize revenue up to \$199,949 from Virginia Tech and up to \$208,187 from UCLA into the General Fund, and appropriate up to \$46,120 and \$41,320, respectively from the two universities, in the Monitoring and Analysis FY 2022-23 and/or, FY 2023-24 and/or, FY 2024-25 Budgets to support efforts on these projects.

COMMITTEE: Administrative, August 12, 2022; Recommended for Approval

RECOMMENDED ACTIONS:

1. Recognize revenue up to \$199,949 from Virginia Polytechnic Institute and State University (Virginia Tech) to the General Fund, upon receipt, and appropriate up to \$46,120 from the General Fund Unassigned (Undesignated) Fund Balance in the Monitoring and Analysis FY 2022-23 and/or, FY 2023-24 and/or, FY 2024-25 Budgets (Org 43), Services and Supplies Major Object, as shown in Table 1 (Salaries & Employee Benefits of \$153,829 are already included in the budget); and
2. Recognize revenue up to \$208,187 from University of California, Los Angeles (UCLA) to the General Fund, upon receipt, and appropriate up to \$41,320 from the General Fund Unassigned (Undesignated) Fund Balance in the Monitoring and Analysis FY 2022-23 and/or, FY 2023-24 and/or, FY 2024-25 Budgets (Org 43),

Services and Supplies Major Object, as shown in Table 2 (Salaries and Employee Benefits of \$166,867 are already included in the Budget).

Wayne Natri
Executive Officer

JCL:AP:VP:OP:ld:kdI

Background

On March 25, 2021 U.S. EPA, as part of its Science to Achieve Results (STAR) program, solicited applications from research institutions, governmental agencies and other organizations throughout the nation proposing research to advance “Measurement and Monitoring Methods for Air Toxics and Contaminants of Emerging Concern in the Atmosphere.” South Coast AQMD partnered with Virginia Tech and UCLA to submit two separate grant proposals, one to develop a low-cost sensing device for time-resolved measurements of VOCs and another to develop a reference method for validating measurements of hazardous air pollutants (HAPs) from open-path remote sensing systems. Both proposals were selected for funding and, as co-principal investigator, South Coast AQMD staff will have a major role in the implementation of these two projects which will contribute to developing new tools that can be used for improving VOCs and HAPs measurements from point and stationary sources such as oil and gas wells and refineries. These projects have the potential to enhance the way air quality agencies, industry and communities monitor VOCs and HAPs at the local, regional and national scale by providing guidance for appropriate operation and validation of these technologies.

Proposal

The first proposal is: Enabling Real-time, Low-cost Measurement of Hazardous Air Pollutants. The objective of this three-year project is to develop, characterize and validate a new low-cost sensor-based prototype for quantitative measurements of VOCs. South Coast AQMD staff will work with Dr. Gabriel Isaacman-VanWertz at Virginia Tech to develop a new sensor device that is sufficiently small and lightweight to be deployed as part of a dispersed network, and/or on mobile platforms for time-resolved measurements of total and individual VOCs including benzene. South Coast AQMD will evaluate the performance of this device by conducting rigorous laboratory testing as well as stationary and mobile co-location measurements. The resulting testing data will be used to explore the use of advanced analysis techniques to improve data quality and the prototype's ability to speciate between different VOCs. The testing of this device, the assessment of different approaches to data processing and the resulting analysis of the collected data will result in recommendations for citizen scientists, researchers and other individuals interested in using this new device for measuring VOCs in ambient air.

The second proposal is: Development of a Reference Method for Open-path Remote Sensing of Air Toxics. The goal of this three-year project is to develop a reference instrument and methodology for the operation, validation and quality assurance/quality control (QA/QC) of Open-Path Optical Remote Sensing (OP-ORS) instruments for monitoring VOCs and other HAPs such as the fenceline systems employed by refineries as part of South Coast AQMD's Rule 1180 program. South Coast AQMD staff will collaborate with Dr. Jochen Stutz at UCLA on the testing and validation of a reference OP-ORS instrument to be developed by UCLA for this project. South Coast AQMD staff will design and build a trace gas release system and in collaboration with UCLA, perform a validation of the reference OP-ORS instrument. South Coast AQMD staff will also contribute to the development of an OP-ORS validation protocol and a guidance document for best practices for the operation, QA/QC and validation of OP-ORS systems.

The documents and instrumentation developed during this project will provide regulatory agencies and industry with the necessary guidance to appropriately operate OP-ORS systems, and to assess the quality of the data they produce. Results from this study will promote improvements and standardized use of OP-ORS within the South Coast Air Basin and across the United States. Findings from this study will also provide OP-ORS manufacturers and users with valuable guidance for improving current systems and designing the next generation open-path technology.

Benefits to South Coast AQMD

The successful implementation of these two projects will provide South Coast AQMD with additional tools that will ultimately enhance our ability to detect VOCs and HAPs from multiple point and stationary sources, and for community-level, fenceline and other important applications.

Resource Impacts

Upon Board approval, sufficient funding will be available for these projects. U.S. EPA has authorized funding of \$800,000 for the Virginia Tech project and \$797,988 for the UCLA project, and South Coast AQMD will receive sub-awards of up to \$199,949 and \$208,187, respectively. There is no cost-share by South Coast AQMD or the project partners for either project.

Attachments

Table 1: Proposed Expenditures for EPA STAR Grant (Virginia Tech subcontract) for FY 2022-23 and/or, FY 2023-24 and/or, FY 2024-25

Table 2: Proposed Expenditures for EPA STAR Grant (UCLA subcontract) for FY 2022-23 and/or, FY 2023-24 and/or, FY 2024-25

Table 1
Proposed Expenditures for EPA STAR Grant (Virginia Tech subcontract)
for FY 2022-23 and/or, FY 2023-24 and/or, FY 2024-25

Description	Account Number	Program Code	Estimated total cost
Mileage and Travel	67700/67800		\$7,420
Laboratory Supplies*	68050/77000		\$30,000
Rents & Leases Equipment	67300		\$8,700
Total Appropriations Services & Supplies and/or Capital Outlays Major Object			\$46,120
Salaries and Benefits			\$153,829
Total Grant Award for South Coast AQMD			\$199,949

*During the procurement process, these items may be categorized as Capital Outlays or Services and Supplies, depending on whether the item is purchased or contracted as a service.

Table 2
Proposed Expenditures for EPA STAR Grant (UCLA subcontract)
for FY 2022-23 and/or, FY 2023-24 and/or, FY 2024-25

Description	Account Number	Program Code	Estimated total cost
Mileage and Travel	67700/67800		\$5,200
Communications	67900		\$3,120
Laboratory Supplies*	68050/77000		\$12,000
Office Expenses*	68100/77000		\$6,000
Small Tools, Instruments, Equipment*	68300/77000		\$7,000
Miscellaneous Expense (meeting supplies and publications)	69700		\$8,000
Total Appropriations Services & Supplies and/or Capital Outlays Major Object			\$41,320
Salaries and Benefits			\$166,867
Total Grant Award for South Coast AQMD			\$208,187

*During the procurement process, these items may be categorized as Capital Outlays or Services and Supplies, depending on whether the item is purchased or contracted as a service.

BOARD MEETING DATE: September 2, 2022

AGENDA NO.

PROPOSAL: Appropriate Funds, Issue Solicitations and Purchase Orders for Laboratory and Air Monitoring Equipment

SYNOPSIS: Laboratory equipment is needed to support current ethylene oxide investigations, including ones in AB 617 communities. In addition, the FY 2022-23 budget authorized Capital Outlays in the amount of \$513,000 for air monitoring and laboratory equipment. An additional \$250,000 is needed to purchase equipment to analyze ethylene oxide samples and other toxic air contaminants. These actions are to appropriate funds up to \$250,000 from the General Fund Undesignated (Unassigned) Fund Balance to Monitoring & Analysis FY 2022-23 Budget to issue solicitations and purchase orders for laboratory and air monitoring equipment in an amount up to \$718,000.

COMMITTEE: Administrative, August 12, 2022; Recommended for Approval

RECOMMENDED ACTIONS:

1. Appropriate funds up to \$250,000 from the General Fund Undesignated (Unassigned) Fund Balance to Monitoring & Analysis FY 2022-23 Budget; and
2. Authorize the Procurement Manager, in accordance with South Coast AQMD's Procurement Policy and Procedure, to issue "Prior Bid, Last Price" or "Sole Source" purchase orders, or solicitation(s), as needed and based on results of the solicitation process, issue purchase orders for items listed in Table 1 upon appropriation and Table 2 as approved in the FY 2022-23 Adopted Budget.

Wayne Nastri
Executive Officer

JCL:RMB:SD:ld:ev

Background

VOCs and VOCs with toxic air contaminants are emitted from different sources, including solvent use, chemical manufacturing, and other general industrial activities,

which have been identified as an air quality priority in the CAMPs of multiple AB 617 communities. Ethylene oxide is a VOC toxic air contaminant that is used in many industrial processes including sterilization of medical equipment. There are six large-scale ethylene oxide sterilization facilities within South Coast AQMD's jurisdiction, three of which are located in AB 617 communities. In March 2022, South Coast AQMD began investigating facilities that emit ethylene oxide and started ambient air monitoring of ethylene oxide near these facilities and in the surrounding communities.

South Coast AQMD conducts ambient monitoring of VOCs, including ethylene oxide, in accordance with the National Air Toxics Trend Sites (NATTS) program guidelines using U.S. EPA method TO-15, which is considered the gold standard for these measurements. The NATTS program is currently transitioning from TO-15 to TO-15A, and the South Coast AQMD laboratory has already started to adopt some of the more stringent quality control requirements, including the stricter canister cleanliness criteria described in U.S. EPA Compendium Method TO-15A, in anticipation of the updated guidelines. The gas chromatograph/mass spectrometer (GC/MS) system currently used to analyze VOC canister samples collected for AB 617, special monitoring and incident response projects does not reliably meet the stringent TO-15A quality control criteria and cannot provide the detection limits required for ambient air monitoring of ethylene oxide. Consequently, there is a need to replace this GC/MS with a system that is identical to the one currently used for NATTS, which is able to satisfy all TO-15A requirements for ethylene oxide detection and is fully compatible with our current sampling equipment and data validation and analysis tools.

FY 2022-23 Capital Outlays Approved in the Adopted Budget

In May 2022, the Board approved the Executive Officer's Proposed Goals and Priority Objectives and Proposed Budget for FY 2022-23. The FY 2022-23 Adopted Budget includes capital outlay funds for the replacement of air monitoring and laboratory equipment to support Priority Objective I, ensuring efficient air monitoring and laboratory operations as recommended.

Proposal

Proposed Purchases through an RFQ Process, "Prior Bid, Last Price" Solicitation or Cooperative Agreement

Air Monitoring Trailer Replacement

U.S. EPA requires criteria pollutant measurements be made in a temperature controlled secure environment to support compliance with Ambient Air Quality Standards (NAAQS) and emissions strategy development. Two of the current air monitoring trailers were originally CARB property and date back to 1980. Replacement is critical to meeting data completeness requirements and providing air quality data to the public. The approximate cost for two air monitoring trailers is \$210,000 (see Table 2). The purchase will be made through a solicitation process, followed by issuance of a purchase order(s).

Gas Dilution Systems

U.S. EPA requires the measurement of criteria pollutants at multiple sites. Periodic calibration of air monitors is required to meet U.S. EPA quality control criteria. Gas dilution systems are necessary to provide a known concentration of gas standard required for the calibration of air monitoring equipment. The current gas dilution systems are greater than ten years old and no longer meet U.S. EPA quality control requirements. The approximate cost for up to two gas dilution systems that meet U.S. EPA requirements is \$50,000 (see Table 2).

PM10 Continuous FEM Monitors

The South Coast AQMD criteria pollutant air monitoring network contains 19 PM10 monitors, as part of U.S. EPA minimum monitoring requirement to support compliance with NAAQS and emissions strategy development. Replacement of the current PM10 FRM monitors with continuous FEM monitors will fulfill monitoring requirements and also provide hourly data to the public. The approximate cost for up to three PM10 continuous FEM monitors is \$50,000 (see Table 2).

Proposed Purchases through Sole Source Purchase Orders

Agilent 8890 GC/5977B MSD Gas Chromatograph – Mass Spectrometer System

South Coast AQMD supports incident response and special monitoring projects in environmental justice communities and as part of facility investigations. The cryogenic gas concentrators are utilized for incident response, odor complaints, oil field-related activities, and source apportionment. Due to increasing sample overhead for NATTS and ethylene oxide analysis, a new GC/MS is required to keep pace with analytical needs, especially for detection of toxic compounds at low concentration. An Agilent GC/MS is required in order to meet the strict requirements of the TO-15A analysis. The technical specifications of the *Agilent 7890GC/5977MSD Gas Chromatograph* are consistent with the existing South Coast AQMD laboratory equipment. The approximate cost for the *Agilent 7890GC/5977MSD Gas Chromatograph – Mass Spectrometer System* is \$165,000 (see Table 1).

Entech 7200A Cryogenic Pre-Concentrator with Auto Sampler

South Coast AQMD supports incident response and special monitoring projects in environmental justice communities and as part of facility investigations. The cryogenic gas concentrators are utilized for incident response, odor complaints, oil field-related activities, and source apportionment. The current pre-concentrators are more than 15 years old, replacement parts are no longer available, and the software operating system is no longer supported. The technical specifications of the cryogenic pre-concentrator with auto sampler are proprietary and consistent with the existing South Coast AQMD laboratory equipment. The approximate cost for each cryogenic pre-concentrator with auto sampler is \$85,000 (see Tables 1 and 2).

Agilaire 8872 Data Loggers

The South Coast AQMD air monitoring network operates 42 sites utilizing data loggers as part of U.S. EPA minimum monitoring requirement to support compliance with NAAQS and emissions strategy development and to provide air pollution data to the public in a timely manner. The monitoring site data loggers are greater than 15 years old and will no longer be supported by the manufacturer beyond the most recent Windows 10 upgrade. Data loggers are used for real time reporting of air quality data to U.S. EPA and CARB and is converted to AQI values for the public. The technical specifications of the data loggers are proprietary and consistent with the existing South Coast AQMD air monitoring network. The approximate cost for four data loggers is \$38,000 (see Table 2).

Fluke Calibration Modules

Currently flow standards are sent out to vendors to be certified. Recently, there has been a national shortage of vendors available to provide these services. The addition of the requested elements will provide the capability to certify flow measurement standards for particulate monitors. The current standards are certified by an outside vendor who has been unable to recertify standards regularly and is jeopardizing our ability to meet U.S. EPA PM10 and PM2.5 program requirements. The technical specifications of the calibration modules are proprietary and consistent with the existing South Coast AQMD flow calibration computer. The approximate cost for three calibration modules is \$35,000 (see Table 2).

Sole Source Justification

Section VIII.B.2 of the South Coast AQMD's Procurement Policy and Procedure identifies provisions under which a sole source award may be justified. The request for sole source award for the Agilaire 8872 data loggers and Fluke calibration modules are made under provision VIII.B.2.c.(2). projects involve the use of proprietary technologies.

Agilaire, LLC is the only manufacturer who produces data loggers compatible with their AirVision® software which runs the data collection system for continuous monitoring equipment at all fixed South Coast AQMD air monitoring network sites. The calibration modules involve the use of proprietary technology and Fluke Calibration is the only manufacturer who produces calibration modules compatible with their Molbox mass flow terminal which South Coast AQMD methods use as the primary flow calibration system for quality control standards for air monitoring network sites.

The request for the Agilent GC/MS for sole source award is made under provisions VIII.B.2.b. public health or property may be endangered by delay; and VIII.B.2.d.(6), projects requiring compatibility with existing specialized equipment. South Coast AQMD has ongoing investigations into emissions of EtO from facilities within its jurisdiction due to its potential risk to off-site workers. Delays in purchasing this

instrumentation will delay analysis as investigations continue. Agilent Technologies is the manufacturer and supplier of the GC/MS system currently used by South Coast AQMD to implement U.S. EPA's NATTS program and used for analysis of samples for the ethylene oxide investigations. This system has been demonstrated to meet stringent TO-15A requirements, which is required. Staff are trained on the use, repair, and maintenance of this equipment, facilitating cross-training and interoperability. Consistency and compatibility amongst these GC/MS' are critical to meet the operational needs of the agency. The request for the cryogenic pre-concentrators with auto sampler for sole source award is made under provision VIII.B.2.d.6. projects requiring compatibility with existing specialized equipment. The laboratory operates four Entech cryogenic pre-concentrators. Staff are trained on the use, repair, and maintenance of this equipment, facilitating cross-training and interoperability. Consistency and compatibility amongst these pre-concentrators are critical to meet the operational needs of the agency.

Resource Impacts

Sufficient funding for the Capital Outlays listed in Table 1 is available from the General Fund Undesignated (Unassigned) Fund Balance and sufficient funding for the Capital Outlays listed in Table 2 is included in the FY 2022-23 Adopted Budget.

Attachments

Table 1: FY 2022-23 Proposed Capital Outlay Expenditures from Appropriation from the General Fund Undesignated (Unassigned) Fund Balance

Table 2: FY 2022-23 Adopted Budget Capital Outlays Major Object

Table 1
FY 2022-23 Proposed Capital Outlay Expenditures from Appropriation from the
General Fund Undesignated (Unassigned) Fund Balance

Description	Qty	Work Program Code	Estimated Amount	Contracting Method
Agilent 8890 GC/5977BMSD887890GC/ 5977MSD Gas Chromatograph – Mass Spectrometer System	1	46064	\$165,000	Sole Source
Entech 7200A Cryogenic Pre-Concentrator with Auto Sampler	1	46064	\$85,000	Sole Source
Total			\$250,000	

Table 2
FY 2022-23 Adopted Budget Capital Outlays Major Object

Description	Qty	Work Program Code	Estimated Amount	Contracting Method
Air Monitoring Trailer Replacement	Up to 2	46064	\$210,000	Solicitation
Gas Dilution Systems	Up to 2	46064	\$50,000	‘Prior Bid, Last Price’ or Solicitation
PM10 Continuous FEM Monitor	Up to 3	46064	\$50,000	‘Prior Bid, Last Price’ or Solicitation
Agilaire 8872 Data Loggers	Up to 4	46064	\$38,000	Sole Source
Fluke Calibration Modules	Up to 3	46064	\$35,000	Sole Source
Entech 7200A Cryogenic Pre-Concentrator with Auto Sampler	1	46064	\$85,000	Sole Source
Total			\$468,000	

BOARD MEETING DATE: September 2, 2022

AGENDA NO.

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

SYNOPSIS: South Coast AQMD is expected to receive grant funds up to \$272,052 for the NATTS Program and \$333,500 from the American Rescue Plan (ARP) from U.S. EPA. These actions are to recognize revenue and appropriate funds for the NATTS program and ARP grant and issue solicitations and purchase orders for air monitoring equipment.

COMMITTEE: Administrative, August 12, 2022; Recommended for Approval

RECOMMENDED ACTIONS:

1. Recognize revenue up to \$272,052 and appropriate funds up to \$95,291 from the U.S. EPA for the NATTS FY 2022-23 Program, upon receipt, into the Monitoring and Analysis FY 2022-23 Budget as detailed in Attachment 1;
2. Recognize revenue up to \$333,500 and appropriate funds from the U.S. EPA American Rescue Plan (ARP) grant, upon receipt, into the Monitoring and Analysis FY 2022-23 and/or FY 2023-24 Budget as detailed in Attachment 2; and
3. Authorize the Procurement Manager, in accordance with South Coast AQMD's Procurement Policy and Procedure, to issue "Prior Bid, Last Price" or "Sole Source" purchase orders, or solicitation(s), as needed, and based on results of the solicitation process, issue purchase orders for items listed in Table 1.

Wayne Nastri
Executive Officer

JCL:RMB:ld:eq

Background

NATTS Program

There are currently 188 hazardous air pollutants (HAPs) or air toxics regulated under the Clean Air Act that are associated with a wide variety of adverse health effects including cancer and neurological effects. The NATTS Program was developed to fulfill

the need for long-term national HAP monitoring data. In 2007, U.S. EPA expanded the NATTS Program and awarded Section 103 funds to conduct monitoring for toxic air contaminants at two existing monitoring sites, Central Los Angeles and Rubidoux. The air toxics data serves as a continuum between past and future air toxic measurement programs, such as MATES, and allows for more accurate evaluation of toxic trends on a regional basis.

American Rescue Plan (ARP)

On July 7, 2021, U.S. EPA announced that it will make \$50 million in ARP funding available to improve ambient air quality monitoring for communities across the United States. U.S. EPA prioritized using these funds to upgrade manual monitoring of PM_{2.5} to automated continuous monitoring, as this is expected to reduce the frequency of required field visits while allowing real time data to continue to be available to the public.

Proposal

NATTS Program (FY 2022-23)

U.S. EPA is expected to provide Section 103 Grant funding in an amount up to \$272,052 to continue the NATTS Program for the period from July 1, 2022 to June 30, 2023. Revenue for this grant in the amount of \$176,761 has already been included in the FY 2022-23 Budget. This action is to recognize, upon receipt, the remaining revenue up to \$95,291 and appropriate up to \$95,291 to the Monitoring and Analysis FY 2022-23 Budget, as set forth in Attachment 1. U.S. EPA concurs with staff's proposed allocation.

American Rescue Plan (FY 2022-23 and/or FY 2023-24)

U.S. EPA is expected to provide grant funding in an amount up to \$333,500 from the ARP. This action is to recognize, upon receipt, revenue up to \$333,500 and appropriate this revenue to the Monitoring and Analysis FY 2022-23 and/or FY 2023-24 Budget, and issue solicitations as set forth in Table 1 and Attachment 2. U.S. EPA concurs with staff's proposed allocation.

Proposed Purchase through Solicitation Process or 'Prior Bid, Last Price'

PM₁₀ Continuous FEM Monitors

The U.S. EPA ARP grant award includes funding for the purchase of up to five continuous PM₁₀ FEM monitors. The approximate cost for up to five PM₁₀ continuous FEM monitors is \$110,000 (see Table 1). The purchase will be made by "Prior Bid, Last Price" or through a solicitation process, as needed, followed by issuance of a purchase order(s).

Monitor Shelters

The U.S. EPA ARP Grant award includes funding for the purchase of up to three monitor shelters. The approximate cost for up to three monitor shelters is \$21,000 (see

Table 1). The purchase will be made by “Prior Bid, Last Price” or through a solicitation process, as needed, followed by issuance of a purchase order(s).

Proposed Purchases through Sole Source Purchase Order

Met One PM2.5 Continuous FEM Monitors

The U.S. EPA ARP grant award includes funding for the purchase of up to nine Met One PM2.5 FEM monitors. The Met One PM2.5 FEM monitor is the only commercially available FEM monitor that would allow South Coast AQMD to satisfy the U.S. EPA collocation requirement, which specifies that new FEM monitors added to the network must use the same monitor as those that are already in operation within the network. The cost of the monitors will not exceed \$202,500 (see Table 1).

Sole Source Justification

Sole Source Justification Section VIII.B.3 of the South Coast AQMD’s Procurement Policy and Procedure identifies four major provisions under which a sole source award funded in whole or in part with federal funds, may be justified. Specifically, this request for sole source award is made under provision VIII.B.3.a. the item is available only from a single source. The Met One Inc. PM2.5 FEM Monitor is the only manufacturer of a real-time, continuous PM2.5 mass monitor that employs a unique “in-situ” sampling technique that would allow South Coast AQMD to satisfy U.S. EPA collocation requirements.

Resource Impacts

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

U.S. EPA ARP Grant funding will support the purchase of equipment to meet the objectives of the ARP.

**Table 1
FY 2022-23 Adopted Budget Capital Outlays Major Object**

Description	Qty	Funding Source	Contracting Method	Estimated Amount
PM10 Continuous FEM Monitors (Up to 5)	Up to 5	ARP FY 2022-23 and/or FY 2023-24	‘Prior Bid, Last Price’ or Solicitation	\$110,000
Monitor Shelters (Up to 3)	Up to 3	ARP FY 2022-23 and/or FY 2023-24	‘Prior Bid, Last Price’ or Solicitation	\$21,000

Met One PM2.5 Continuous FEM Monitors (Up to 9)	Up to 9	ARP FY 2022-23 and/or FY 2023-24	Sole Source	\$202,500
Total				\$333,500

Attachments

1. Proposed NATTS FY 2022-23 Grant Expenditures (FY 2022-23 Appropriations)
2. Proposed American Rescue Plan Grant Expenditures (FY 2022-23 and/or 2023-24 Appropriations)

Attachment 1
Proposed NATTS FY 2022-23 Grant Expenditures
(FY 2022-23 Appropriations)

Account Description	Account Number	Program Code	Estimated Expenditures
Services & Supplies Major Object:			
Professional and Specialized Services	67450	47468	\$10,000
Travel	67800	47468	\$6,000
Maintenance of Equipment	67600	47468	\$18,291
Laboratory Supplies	68050	47468	\$50,000
Office Expenses	68100	47468	\$1,000
Small Tools, Instruments, Equipment	68300	47468	\$10,000
Total Services & Supplies:			\$95,291
Total Appropriations			\$95,291

Note: Salaries, Benefits and Indirect Costs are included in the FY 2022-23 Budget.

Attachment 2
Proposed American Rescue Plan Grant Expenditures
(FY 2022-23 and/or 2023-24 Appropriations)

Account Description	Account Number	Program Code	Estimated Expenditures
Capital Outlays Major Object:			
PM10 Continuous FEM Monitors (up to 5)	77000	47241	\$110,000
Monitor Shelters (up to 3)	77000	47241	\$21,000
Met One PM2.5 Continuous FEM Monitors (up to 9)	77000	47241	\$202,500
Total Capital Outlays:			\$333,500
Total Appropriations			\$333,500



South Coast Air Quality Management District

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LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, MARCH 11, 2022 MEETING MINUTES

MEMBERS PRESENT:

Mayor Carlos Rodriguez, LGSBA Chair (Board Member)
Supervisor Janice Rutherford (Board Member)
Felipe Aguirre
Council Member Rachelle Arizmendi, City of Sierra Madre
Paul Avila, P.B.A. & Associates
Todd Campbell, Clean Energy
John DeWitt, JE DeWitt, Inc.
Bill LaMarr, California Small Business Alliance
Rita Loof, RadTech International
Eddie Marquez, Roofing Contractors Association
David Rothbart, Los Angeles County Sanitation Districts

MEMBERS ABSENT:

Geoffrey Blake, Metal Finishers of Southern California
LaVaughn Daniel, DancoEN

OTHERS PRESENT:

Mark Abramowitz
Troy Cowan, IUVA
Ramine Cromartie
Harvey Eder
Matt Holder, Board Member Consultant (*Rodriguez*)
Mike Idacavage, RadTech International
Debra Mendelson, Board Member Consultant (*Rutherford*)
Rock Reiser
Mark Taylor, Board Member Consultant (*Rutherford*)

SOUTH COAST AQMD STAFF:

Susan Nakamura, Chief Operating Officer
Derrick Alatorre, Deputy Executive Officer
Sarah Rees, Deputy Executive Officer
Jason Aspell, Deputy Executive Officer
Lisa Tanaka O'Malley, Assistant Deputy Executive Officer
Victor Yip, Assistant Deputy Executive Officer
Daphne Hsu, Principal Deputy District Counsel
Michael Morris, Planning & Rules Manager
Philip Crabbe III, Senior Public Affairs Manager

Denise Peralta-Gailey, Public Affairs Manager
Van Doan, Air Quality Specialist
Elaine Hills, Air Quality Specialist
Anthony Tang, Information Technology Supervisor
Paul Wright, Senior Information Technology Specialist

Agenda Item #1 – Call to Order/Opening Remarks

Chair Carlos Rodriguez called the meeting to order at 11:32 a.m.

Agenda Item #2 – Approval of February 11, 2022 Meeting Minutes

Chair Rodriguez called for approval of the February 11, 2022 meeting minutes.

No public comment.

Motion to approve minutes made by Mr. Todd Campbell; seconded by Mr. Eddie Marquez; unanimously approved.

Ayes: Aguirre, Arizmendi, Campbell, LaMarr, Loof, Marquez, Rothbart, Rutherford, Rodriguez

Noes: None

Abstain: None

Absent: Avila (during voting), Blake, Daniel, DeWitt (during voting)

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

Mr. Derrick Alatorre reviewed the follow-up and action items from the previous meeting. Mr. Alatorre indicated that staff is reaching out to California Air Resources Board (CARB) regarding old engine scrapping guidelines and that Mr. Wayne Nastri will be discussing potential reinstatement of Home Rule Advisory Group with Chair Ben Benoit.

No public comment.

Agenda Item #4 – Information on Ultraviolet (UV)/Electron Beam (EB)/Light-Emitting Diode (LED) Technology and Disinfection Systems

Mr. Mike Idacavage and Mr. Troy Cowan, representatives from RadTech International and IUVA, respectively, provided information on recent technological developments for UV/EB/LED technology and disinfection systems.

Mr. Harvey Eder commented on high-efficiency particulate air filters and the integration of small businesses working on control technologies.

Supervisor Janice Rutherford referenced slide #7 and asked for clarification on regulatory concerns on VOC emissions “in most cases.” Ms. Rita Loof stated since they are global companies, a claim that all coatings produced contain zero VOC could not be made and has agreed with the limit of less than 50 grams per liter (g/L). A photo initiator is added to a conventional solvent UV system to cure the coatings and this portion does not emit VOCs. However, the solvent systems do emit VOCs and are being regulated.

Mr. Michael Morris stated that there was a previous request for a full exemption from Rule 1115 – Motor Vehicle Assembly Line Coating Operations for all UV products. He explained that the concern is that there are VOC emissions from some solvent systems, which need to be properly regulated. Mr. Jason Aspell stated that in addition to product VOC contents, the total VOC emissions are important for compliance evaluation. Since photo initiators decrease coatings curing time, there could potentially be an increase throughput, leading to higher VOC emissions.

Mr. Bill LaMarr commented that there are many different types of photo initiators with different properties and understood staff's concerns. Mr. LaMarr referenced slide #12 and commented on ink types. Ms. Loof commented that she has not seen coatings containing toxic and hazardous air pollutants and would not support exemptions for materials that do. Chair Rodriguez inquired how the limit of 50 g/L relates to exemption thresholds. Mr. Aspell stated that there are two different limits: coating VOC contents and daily total usage. The 50 g/L is the VOC content and there is a 6 gallon per day usage limit for permitting exemption.

Ms. Susan Nakamura stated that two topics were previously brought up by RadTech: exemption from permitting and exemption for UV/EB coatings. Rule 1401 evaluations are completed through permitting, which provides an opportunity for review of the materials and its use. In 2014, as part of the amendment process for Rule 1130 – Graphic Arts, there was evaluation of UV/EB inks, coatings, and solvents and staff found that there were some materials being used containing greater than 50 g/L VOC. Chair Rodriguez asked for confirmation that 6 gallons per day is the exemption limit. Ms. Nakamura responded yes and both the VOC content and usage have been incorporated into several exemptions, ensuring not to exceed 1 pound per day of emissions. Ms. Loof clarified that the solvent process that is part of any coating operation is associated with clean-up materials, which are subject to Rule 1171.

Agenda Item #5 – Updates on the 2022 State Legislative Priorities

Mr. Philip Crabbe III provided updates on the 2022 State legislative priorities.

Mr. Eder commented on exposure to toxic materials and that particulate matter 2.5 (PM_{2.5}) is a criteria air contaminant, but not listed as a toxic air contaminant under the Clean Air Act.

Mr. LaMarr requested documents referenced in Mr. Crabbe's presentation on Assembly Bill (AB) 617 and relevant agencies and AB 8. Mr. LaMarr mentioned that CARB is in the process of developing zero-emission forklift rule and asked if South Coast AQMD coordinates with CARB. Dr. Sarah Rees replied that South Coast AQMD coordinates with CARB on incentive programs and upcoming regulatory developments.

Action Item #1: Provide advisory group with AB 617 and AB 8 information.

Mr. David Rothbart mentioned the 2016 Air Quality Management Plan (AQMP) and asked if South Coast AQMD considers cost-effectiveness. Mr. Crabbe replied that all options are considered to determine which are most cost-effective and would bring the soonest emission reductions. Dr. Rees stated there is an obligation to take all feasible emission reductions as soon as possible; part of that is utilizing the incentive funds available in the most cost-effective way by supporting near-zero emission vehicles and promoting zero-emission technology.

Mr. Paul Avila asked whether replacing engines or purchasing new vehicles would be more cost-effective. Dr. Rees replied that currently, near-zero emission vehicles are more cost-effective, but both near-zero and zero-emission technologies should be considered.

Agenda Item #6 – Other Business

Council Member Rachelle Arizmendi asked if future meetings will continue to be held virtually. Ms. Nakamura stated that we are transitioning to a hybrid format.

Agenda Item #7 – Public Comment

Mr. Eder expressed opposition to Dr. Rees' comment on near-zero emission technology and indicated that zero-emission technology is available and should be used now.

Agenda Item #8 – Next Meeting Date

The next regular LGSBA Advisory Group meeting is scheduled for Friday, April 8, 2022 at 11:30 a.m.

Adjournment

The meeting adjourned at 12:59 p.m.