



# South Coast Air Quality Management District

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

## ADMINISTRATIVE COMMITTEE MEETING

### Committee Members

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

**September 13, 2019 ♦ 10:00 a.m. ♦ Conference Room CC-8  
21865 Copley Drive, Diamond Bar, CA 91765**

### Teleconference Locations

11461 West Sunset Boulevard  
The Brentwood Room 1  
Los Angeles, CA 90049

Cal Trans  
100 South Main St.  
Los Angeles, CA 90012  
Room #01.041

(The public may attend at any location listed above.)

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

*Toll Free: 866-244-8528*

*Listen Only Passcode: 5821432*

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

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

## AGENDA

*Members of the public may address this body concerning any agenda item before or during consideration of that item (Gov't. Code Section 54854.3(a)). Please provide a Request to Address the Committee card to the Committee Secretary if you wish to address the Committee on an agenda item. If no cards are available, please notify South Coast AQMD staff or a Board Member of your desire to speak. All agendas for regular meetings are posted at South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of the regular meeting. Speakers may be limited to three (3) minutes each.*

## CALL TO ORDER

### **DISCUSSION ITEMS – Items 1 through 7:**

1. Board Members' Concerns (***No Motion Required***)  
*Any member of the Governing Board, on his or her own initiative may raise a concern to the Administrative Committee regarding any South Coast AQMD items or activities.*

Dr. William A. Burke  
Committee Chair

2. Chairman's Report of Approved Travel (***No Motion Required***) Dr. Burke pgs. 1-2
3. Report of Approved Out-of-Country Travel  
(***No Motion Required***) Wayne Nastri  
Executive Officer
4. Review October 4, 2019 Governing Board Agenda Wayne Nastri pgs. 3-13
5. Approval of Compensation for Board Member Assistant(s)/  
Consultant(s) (Any material, if submitted, will be distributed at  
the meeting.) (***Motion Requested if Proposal Made***) Dr. Burke
6. South Coast AQMD's FY 2018-19 Budget vs. Actual (Unaudited) Sujata Jain pgs. 14-17  
(***No Motion Required***)  
*Staff will provide a comparison of budget vs. actual results for revenues  
and expenditures for the fiscal year which ended June 30, 2019.* DEO/Finance
7. Status Report on Major Ongoing and Upcoming Projects for Ron Moskowitz pgs. 18-31  
Information Management (***No Motion Required***)  
*Information Management is responsible for data systems management  
services in support of all South Coast AQMD operations. This action is  
to provide the monthly status report on major automation contracts and  
planned projects.* DEO/CIO, Information  
Management

**ACTION ITEMS - Items 8 through 13:**

**OCTOBER ITEMS**

8. Appropriate Funds and Execute Contract for Office Data Cable  
Infrastructure (***Motion Requested***) Ron Moskowitz pgs. 32-36  
*On July 12, 2019, the Board approved the release of an RFP to seek a  
vendor to install a full turnkey solution for office data cable  
infrastructure that can provide connectivity and a broader network  
bandwidth at the South Coast AQMD's Diamond Bar headquarters  
building. These actions are to appropriate \$273,125 from the General  
Fund Undesignated (Unassigned) Fund Balance to Information  
Management's FY 2019-20 Budget and to execute a contract with  
Digital Network Group for the purchase and installation of office data  
cable infrastructure in an amount not to exceed \$273,125.*
9. Issue Purchase Order for Ingres Relational Database Management  
System Software Support (***Motion Requested***) Ron Moskowitz pgs. 37-38  
*The Ingres Relational Database Management System is used for the  
implementation of the Central Information Repository database. This  
database is used by most enterprise-level software applications at the  
South Coast AQMD and currently supports a suite of client/server and  
web-based applications known collectively as the Clean Air Support  
System (CLASS). CLASS applications are used to support all of South  
Coast AQMD's core activities. Licensing, maintenance, and support  
for this software expires on November 29, 2019. This action is to issue  
a purchase order to Actian Corporation for a total amount not to  
exceed \$262,000. Funds for this expense are included in the FY 2019-20  
Budget.*

10. Amend Contract to Provide Short- and Long-Term Systems Development, Maintenance and Support Services  
**(Motion Requested)**  
*South Coast AQMD currently has contracts with several companies for short- and long-term systems development, maintenance and support services. These contracts are periodically amended as additional needs are defined. This action is to amend contracts previously approved by the Board to add additional funding for needed development and maintenance work in an amount not to exceed \$275,800 for Prelude Systems, \$155,000 for Sierra Cybernetics, and \$380,500 for Varsun eTechnologies. Funding is available in Information Management's FY 2019-20 Budget.*  
Ron Moskowitz pgs. 39-41
11. Amend South Bay Field Office Lease to Expand Occupancy and Extend Term **(Motion Requested)**  
*On July 8, 2016, the Board approved a five-year lease for the South Bay field office, which is used primarily by inspectors who conduct refinery and other specialized inspections in the area. There is a need to expand South Coast AQMD's usable space at this office to provide for an increase in staffing and functionality. This action is to amend the lease with Circle Racquetball Courts, LP, adding 7,904 square feet of workspace and extending the term by five years. Funding for monthly lease payments through June 2020 for this amended lease has been included in the FY 2019-20 Budget and, will be requested in successive fiscal years from the appropriate funding sources, including Rule 1180 fees.*  
John Olvera pgs. 42-44  
DEO, Administrative & Human Resources
12. Appropriate Funds and Issue Purchase Orders to Replace Building-Related Equipment **(Motion Requested)**  
*South Coast AQMD's Diamond Bar headquarters building requires the modernization of outdated systems and equipment. The security monitoring server and related equipment must be replaced because the current system will not be supported by Microsoft beginning in January 2020. The dishwashing equipment in the cafeteria was installed in 1990 and needs replacement. These actions are to appropriate \$109,496 from the General Fund Undesignated (Unassigned) Fund Balance to District General's FY 2019-20 Budget and issue two purchase orders for: installation of a rack conveyer system in an amount not to exceed \$60,000; and Lenel security monitoring server and equipment in an amount not to exceed \$49,496.*  
John Olvera pgs. 45-46
13. Transfer and Appropriate Funds and Execute Purchase Orders and Contracts for Air Monitoring Programs  
**(Motion Requested)**  
*In October 2016, the Board recognized revenue from the U.S. EPA through its Science to Achieve Results (STAR) research grant program to engage, educate and empower California communities on the use and application of low-cost air monitoring sensors. In January, June and December 2018, the Board recognized revenue from CARB to implement AB 617. These actions are to transfer funds between Major Objects for the STAR Program, appropriate funds to reallocate expenditures for the AB 617 Program, and to execute purchase orders*  
Jason Low pgs. 47-54  
ADEO, Science & Technology Advancement

*and contracts for equipment and services for the AB 617 Program.*

**WRITTEN REPORT:**

14. Local Government & Small Business Assistance Advisory Group Minutes for the June 14, 2019 Meeting (***No Motion Required***) Attached for information only are the Local Government & Small Business Assistance Advisory Group minutes for the June 14, 2019 meeting. Derrick J. Alatorre pgs. 55-59  
DEO, Legislative,  
Public Affairs &  
Media

**OTHER MATTERS:**

15. Other Business Dr. Burke  
*Any member of the Committee, or its staff, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, may make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter, or may take action to direct staff to place a matter of business on a future agenda. (Govt Code Section 54954.2)*
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 each.*
17. **Next Meeting Date:** October 11, 2019 at 10:00 a.m.

**ADJOURNMENT**

**Document Availability**

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

**Americans with Disabilities Act**

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



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Item 2

BOARD MEETING DATE: October 4, 2019

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee met September 13, 2019 and reviewed the proposed agenda for the October 4, 2019 Board meeting. The Committee also discussed various issues detailed in the Committee report. The next Administrative Committee meeting is October 11, 2019, at 10:00 a.m., in CC-8.

RECOMMENDED ACTION:

Approve this report.

Dr. William A. Burke, Chair  
Administrative Committee

NV

## Attendance:

[Will be inserted subsequent to the September 13, 2019 Administrative Committee meeting.]

## Administrative Committee Discussion Items:

[Will be inserted subsequent to the September 13, 2019 Administrative Committee meeting.]

## Report on Board Member Travel Authorized by the Chairman subsequent to the July 19, 2019 Administrative Committee meeting:

DATE	TRAVELER	DESTINATION	PURPOSE
September 9-10, 2019	Dr. William Burke	Sacramento, CA	Dr. Burke met with leadership in both the Assembly and State on behalf of the South Coast AQMD.

## Report on Board Member Travel Authorized by the Chairman at the September 13, 2019 Administrative Committee meeting:

DATE	TRAVELER	DESTINATION	PURPOSE
September 18-19, 2019	Mayor Judith Mitchell	Sacramento, CA	Mayor Mitchell will attend the monthly CARB Board Meeting as the South Coast AQMD Board Representative.

October 20-22, 2019	Mayor Pro Tem Larry McCallon	Lake Arrowhead, CA	As a Board Member, Mayor Pro Tem McCallon will attend the 2019 UCLA Lake Arrowhead Symposium, Routes to Opportunity – Connecting Equity and Transportation on behalf of South Coast AQMD.
October 20-22, 2019	Mayor Judith Mitchell	Lake Arrowhead, CA	As a Board Member, Mayor Pro Tem McCallon will attend the 2019 UCLA Lake Arrowhead Symposium, Routes to Opportunity – Connecting Equity and Transportation on behalf of South Coast AQMD.



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Item 4

9/6/19 4:03 PM

## DRAFT AGENDA

### SPECIAL MEETING IN LOS ANGELES, OCTOBER 4, 2019

A meeting of the South Coast Air Quality Management District Board will be held at 9:00 AM, in the **Pacific Ballroom at The L.A. Grand Hotel Downtown, 333 S. Figueroa Street, Los Angeles, California.**

#### Questions About an Agenda Item

- The name and telephone number of the appropriate staff person to call 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

- 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, any item may be considered in any order.
- 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.

#### Questions About Progress of the Meeting

- During the meeting, the public may call the Clerk of the Board's Office at (909) 396-2500 for the number of the agenda item the Board is currently discussing.

The agenda and documents in the agenda packet will be made available upon request in appropriate alternative formats to assist persons with a disability. Disability-related accommodations will also be made available to allow participation in the Board meeting. Any accommodations must be requested as soon as practicable. Requests will be accommodated to the extent feasible. Please telephone the Clerk of the Boards Office at (909) 396-2500 from 7:00 a.m. to 5:30 p.m. Tuesday through Friday.

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

The Agenda is subject to revisions. For the latest version of agenda items herein or missing agenda items, check the South Coast AQMD's web page ([www.aqmd.gov](http://www.aqmd.gov)) or contact the Clerk of the Board, (909) 396-2500. Copies of revised agendas will also be available at the Board meeting.

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

*Cleaning the air that we breathe...*

## **CALL TO ORDER**

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

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Staff/Phone (909) 396-

## **CONSENT CALENDAR (Items 1 through XX)**

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

- |        |  |                      |
|--------|--|----------------------|
| 10679. | Approve Minutes of September 6, 2019 Board Meeting   | <b>Garzaro/2500</b>  |
| 10682. | Set Public Hearings November 1, 2019 to Consider Adoption of and/or Amendments to South Coast AQMD Rules and Regulations   | <b>Nastri/3131</b>   |
| 10663. | Set Public Hearing November 1, 2019 to Certify Final Subsequent Environmental Assessment and Amend Rules 1110.2 – Emissions from Gaseous- and Liquid-Fueled Engines, and 1100 – Implementation Schedule for NOx Facilities | <b>Nakamura/3105</b> |

The adoption Resolution of the Final 2016 AQMP directed staff to achieve additional NOx reductions and to transition the RECLAIM program to a command-and-control regulatory structure as soon as practicable. Proposed Amended Rule 1110.2 removes exemptions previously allowed under the RECLAIM program for internal combustion engines greater than 50 brake horsepower. Engines at existing RECLAIM facilities would be required to comply with current Rule 1110.2 NOx emission limits, which represent current BARCT, and with existing provisions for monitoring, reporting, and recordkeeping. The proposed amended rule also establishes ammonia limits, clarifies its applicability to engines operated at remote radio transmission towers, and includes other clarifications for existing provisions. Proposed Amended Rule 1100 establishes the compliance schedule for equipment at RECLAIM facilities that will be subject to Proposed Amended Rule 1110.2. This action is to adopt the Resolution: 1) Certifying the Final Subsequent Environmental Assessment for Proposed Amended Rule 1110.2 – Emissions from Gaseous- and Liquid-Fueled Engines, and Proposed Amended Rule 1100 – Implementation Schedule for NOx Facilities, and 2) Amending Rule 1110.2 – Emissions from Gaseous- and Liquid-Fueled Engines, and Rule 1100 – Implementation Schedule for NOx Facilities. (Reviewed: Stationary Source Committee, September 20, 2019)



10692.      Set Public Hearing November 1, 2019 to Determine      **Rees/2856**  
That Proposed Amendments to Rule 1403 - Asbestos  
Emissions from Renovation/Demolition Activities, Are  
Exempt from CEQA and Amend Rule 1403

Proposed amendments to Rule 1403 will provide revisions to further clarify existing rule requirements, enhance enforceability, and align the requirements with the applicable U.S. EPA NESHAP and with other state and local agency regulations. The proposed amendments include clarifying who is covered by the rule, standard and emergency notification procedures, specifying information to be included in survey reports, and reinforcing minimum sampling requirements for determining whether materials are asbestos-containing. This action is to adopt the Resolution: 1) Determining that the proposed amendments to Rule 1403 - Asbestos Emissions from Renovation/Demolition Activities, are exempt from the requirements of the California Environmental Quality Act; and 2) Amending Rule 1403 - Asbestos Emissions from Renovation/Demolition Activities. (Reviewed: Stationary Source Committee, September 20, 2019)

**Budget/Fiscal Impact**

10659.      Execute Contract to Develop Methodology and Evaluate Onboard      **Miyasato/3249**  
Emissions Sensors for On-Road Heavy-Duty Vehicles

Onboard sensors on heavy-duty vehicles have been identified as an important metric to ensure real-world emissions compliance on the entire vehicle population. They are also used to provide real-time information to enable a future vision to guide industry into a sustainable path using dynamic emissions controls. The University of California Riverside/College of Engineering-Center for Environmental Research & Technology (UCR/CE-CERT), along with other industry, government and academia entities, has formed a consortium to develop the next generation onboard sensors, analysis and reporting algorithms (OSAR). UCR/CE-CERT has proposed a first phase OSAR evaluation project to develop and demonstrate a low cost NOx and PM sensor-based emissions measurement program under real-life operating conditions. This action is to execute a contract with UCR/CE-CERT to evaluate low cost onboard sensors for heavy-duty vehicles in an amount not to exceed \$201,087 from the Clean Fuels Program Fund (31). (Reviewed: Technology Committee, September 20, 2019; Recommended for Approval)

10698. **Establish Special Revenue Fund, Recognize Revenue and Transfer Funds, and Develop and Demonstrate Water-in-Fuel Retrofit Technology for Ocean-Going Vessels** **Miyasato/3249**
- MAN Energy Solutions SE (MAN) proposes to develop, install and demonstrate a retrofit technology to reduce NOx emissions from ocean-going vessels (OGVs). For the proposed project, the retrofit technology will be installed, tested and demonstrated on one of MSC Shipmanagement Limited Tier 2 vessels. These actions are to establish the Clean Shipping Technology Demonstration Special Revenue Fund, recognize up to \$1 million from the San Pedro Bay Ports' Technology Advancement Program (TAP) and transfer up to \$2 million from Air Quality Investment Fund (27) into this new special revenue fund, execute an MOU with the Ports' TAP for this demonstration project, and execute a contract with MAN in an amount not to exceed \$3 million to install, test and demonstrate the water-in-fuel retrofit technology for OGVs. (Reviewed: Technology Committee, September 20, 2019; Recommended for Approval)
10658. **Recognize Revenue and Execute Contract to Develop and Commercialize Near-Zero Emissions Natural Gas Conversion System for On-Road Medium-Duty Vehicles** **Miyasato/3249**
- A-1 Alternative Fuel Systems, U.S. GAIN and Worthington Industries, Inc., are partnering with SoCalGas to develop and commercialize a natural gas conversion system for the new Ford 7.3-liter gasoline engine and certify the system to CARB's optional low-NOx standard for use in Class 2-6 Ford medium-duty vehicle platforms. These actions are to recognize revenue up to \$454,000 from SoCalGas into the Clean Fuels Program Fund (31) and execute a contract with A-1 Alternative Fuel Systems to cost-share development, demonstration and commercialization of the near-zero NOx emissions medium-duty natural gas engine in an amount not to exceed \$908,000 from the Clean Fuels Program Fund (31). (Reviewed: Technology Committee, September 20, 2019; Recommended for Approval)
10703. **Transfer and Appropriate Funds to Provide Additional Discount for Participants of Commercial Electric Lawn and Garden Equipment Incentive and Exchange Program** **Miyasato/3249**
- On April 6, 2018, the Board approved executing contracts with qualified manufacturers participating in the commercial electric lawn and garden incentive program, funded with \$2,477,250 from a U.S. EPA 2016 Targeted Air Shed Grant. South Coast AQMD seeks to increase participation in the program by providing an additional 25 percent discount on eligible lawn and garden equipment. This action is to approve transfer of \$750,000 from Special Revenue Fund 27 – Air Quality Investment Fund (Rule 1111) into Advanced Technology, Outreach and Education Fund (17). (Reviewed: Technology Committee, September 20, 2019; Recommended for Approval)

10702. **Amend Awards and Issue Program Announcement for Heavy-Duty Trucks under Proposition 1B-Goods Movement Program and Transfer Funds for Near-Zero Emissions Natural Gas Trucks** **Berry/2363**

In December 2016, the Board approved awards for clean truck projects under the Proposition 1B-Goods Movement Program. These projects include the replacement of older, high polluting diesel trucks with zero emissions, hybrid and low NOx trucks. Since approval of these awards, some fleets have opted to switch to different truck technologies which require lower incentives or have declined their award. Since this has resulted in available funds, a new Program Announcement to solicit additional truck applications is required. In October 2018, the Board also recognized \$8 million in CEC revenue for near-zero emissions natural gas truck deployments. These actions are to amend the original Proposition 1B-Goods Movement awards, issue a Program Announcement, and authorize the Executive Officer to execute contracts until all funds are exhausted. This action is to also transfer up to \$11 million as a temporary loan from the Proposition 1B-Goods Movement Program Fund (81) into the Community Air Protection AB 134 Fund (77) for near-zero emissions natural gas truck deployments until CEC funding is received. (Reviewed: Technology Committee, September 20, 2019; Recommended for Approval)

10691. **Transfer and Appropriate Funds and Execute Purchase Orders and Contracts for Air Monitoring Programs** **Low/2269**

In October 2016, the Board recognized revenue from the U.S. EPA through its Science to Achieve Results (STAR) research grant program to engage, educate and empower California communities on the use and application of low-cost air monitoring sensors. In January, June and December 2018, the Board recognized revenue from CARB to implement AB 617. These actions are to transfer funds between Major Objects for the STAR program, appropriate funds to reallocate expenditures for the AB 617 program, and to execute purchase orders and contracts for equipment and services for the AB 617 program. (Reviewed: Administrative Committee, September 13, 2019; Recommended for Approval)

10697. **Issue Purchase Order for Ingres Relational Database Management System Software Support** **Moskowitz/3329**

The Ingres Relational Database Management System is used for the implementation of the Central Information Repository database. This database is used by most enterprise-level software applications at the South Coast AQMD and currently supports a suite of client/server and web-based applications known collectively as the Clean Air Support System (CLASS). CLASS applications are used to support all of South Coast AQMD's core activities. Licensing, maintenance, and support for this software expires on November 29, 2019. This action is to issue a purchase order to Actian Corporation for a total amount not to exceed \$262,000. Funds for this expense are included in the FY 2019-20 Budget. (Reviewed: Administrative Committee, September 13, 2019; Recommended for Approval)

10694. **Transfer and Appropriate Funds and Execute Contract for Office Data Cable Infrastructure** **Moskowitz/3329**

On July 12, 2019, the Board approved the release of an RFP to select a vendor to install a full turnkey solution for office data cable infrastructure that can provide connectivity and a broader network bandwidth at the South Coast AQMD's Diamond Bar headquarters building. These actions are to transfer and appropriate \$273,125 from the General Fund Undesignated (Unassigned) Fund Balance to Information Management's FY 2019-20 Budget and to execute a contract with Digital Network Group for the purchase and installation of office data cable infrastructure in an amount not to exceed \$273,125. (Reviewed: Administrative Committee, September 13, 2019; Recommended for Approval)

10699. **Amend Contract to Provide Short- and Long-Term Systems Development, Maintenance and Support Services** **Moskowitz/3329**

South Coast AQMD currently has contracts with several companies for short- and long-term systems development, maintenance and support services. These contracts are periodically amended as additional needs are defined. This action is to amend contracts previously approved by the Board to add additional funding for needed development and maintenance work in an amount not to exceed \$275,800 for Prelude Systems, \$155,000 for Sierra Cybernetics, and \$380,500 for Varsun eTechnologies. Funding is available in Information Management's FY 2019-20 Budget. (Reviewed: Administrative Committee, September 13, 2019; Recommended for Approval)

10705. **Amend South Bay Field Office Lease to Expand Occupancy and Extend Term** **/2309**

On July 8, 2016, the Board approved a five-year lease for the South Bay field office, which is used primarily by inspectors who conduct refinery and other specialized inspections in the area. There is a need to expand South Coast AQMD's usable space at this office to provide for an increase in staffing and functionality. This action is to amend the lease with Circle Racquetball Courts, LP, adding 7,904 square feet of workspace and extending the term by five years. Funding for monthly lease payments through June 2020 for this amended lease has been included in the FY 2019-20 Budget and through Board action in July 2019 for Rule 1180 implementation, and will be requested in successive fiscal years. (Reviewed: Administrative Committee, September 13, 2019; Recommended for Approval)

10707. **Appropriate Funds and Issue Purchase Orders to Replace Building-Related Equipment** **Olvera/2309**

South Coast AQMD's Diamond Bar headquarters building requires the modernization of outdated systems and equipment. The security monitoring server and related equipment must be replaced because the current system will not be supported by Microsoft beginning in January 2020. The dishwashing equipment in the cafeteria was installed in 1990 and needs replacement. This action is to appropriate \$109,496 from the General Fund Undesignated (Unassigned) Fund Balance to District General's FY 2019-20 Budget. This action is also to issue two purchase orders for: 1) installation of a rack conveyer system in an amount not to exceed \$60,000; and 2) Lenel security monitoring server and equipment in an amount not to exceed \$49,496. (Reviewed: Administrative Committee, September 13, 2019; Recommended for Approval)

10460. **Approve Contract Awards and Modifications as Approved by MSRC** **McCallon**

**Items XX through XX - Information Only/Receive and File**

10445. **Legislative, Public Affairs, and Media Report** **Alatorre/3122**

This report highlights the August 2019 outreach activities of the Legislative, Public Affairs and Media Office, which includes: Major Events, Community Events/Public Meetings, Environmental Justice Update, Speakers Bureau/Visitor Services, Communications Center, Public Information Center, Business Assistance, Media Relations and Outreach to Business and Federal, State, and Local Government. (No Committee Review)

10684. **Hearing Board Report** **Prussack/2500**

This reports the actions taken by the Hearing Board during the period of August 1 through August 31, 2019. (No Committee Review)

10626. **Civil Filings and Civil Penalties Report** **Gilchrist/3459**

This reports the monthly penalties from July 1 through August 31, 2019, and legal actions filed by the General Counsel's Office from July 1 through August 31, 2019. An Index of South Coast AQMD Rules is attached with the penalty report. (Reviewed: Stationary Source Committee, September 20, 2019)

10497. **Lead Agency Projects and Environmental Documents Received** **Nakamura/3105**

This report provides, for the Board's consideration, a listing of CEQA documents received by the South Coast AQMD between August 1, 2019 and August 31, 2019, and those projects for which the South Coast AQMD is acting as lead agency pursuant to CEQA. (Reviewed: Mobile Source Committee, September 20, 2019)

10521. **Rule and Control Measure Forecast** **Fine/2239**

This report highlights South Coast AQMD rulemaking activities and public hearings scheduled for 2019. (No Committee Review)

10693. **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, September 13, 2019)

10690. **FY 2018-19 Contract Activity** **Jain/2804**

This report lists the number of contracts let during FY 2018-19, the respective dollar amounts, award type, and the authorized contract signatory for the South Coast AQMD. This report includes the data provided in the March 2019 report covering contract activity for the first six months of FY 2018-19. (No Committee Review)

10688. **Report to Legislature and CARB on South Coast AQMD's Regulatory Activities for Calendar Year 2018** **Alatorre/3122**

The South Coast AQMD is required by law to submit a report to the Legislature and CARB on its regulatory activities for the preceding calendar year. The report is to include a summary of each rule and rule amendment adopted by South Coast AQMD, number of permits issued, denied, or cancelled, emission offset transactions, budget and forecast, and an update on the Clean Fuels program. Also included is the Annual RECLAIM Audit Report, as required by RECLAIM Rule 2015 - Backstop Provisions. (No Committee Review)

XX. **Items Deferred from Consent Calendar**

**BOARD CALENDAR**

10422. **Administrative Committee (Receive & File)** **Chair: Burke** **Nastri/3131**

10471. **Legislative Committee (Receive & File)** **Chair: Mitchell** **Alatorre/3122**

- |        |   |                       |                |
|--------|---|-----------------------|----------------|
| 10399. | Mobile Source Committee (Receive & File)                                | Chair: Burke          | Fine/2239      |
| 10432. | Mobile Source Air Pollution Reduction Review Committee (Receive & File) | Board Liaison: Benoit | Berry/2363     |
| 10541. | Stationary Source Committee (Receive & File)                            | Chair: Benoit         | Tisopulos/3123 |
| 10376. | Technology Committee (Receive & File)                                   | Chair: Buscaino       | Miyasato/3249  |
| 10676. | California Air Resources Board Monthly Report (Receive & File)          | Board Rep: Mitchell   | Garzaro/2500   |

**Staff Presentation/Board Discussion**

- |        |   |           |
|--------|---|-----------|
| 10712. | Update on Development of Facility-Based Mobile Source Measures in 2016 AQMP ( <i>Presentation in lieu of Board Letter</i> ) | Rees/2856 |
|--------|---|-----------|

This staff presentation will provide a summary of recent activities on Facility-Based Mobile Source Measures. Following Board direction, staff is developing indirect source rules for warehouses and rail yards, pursuing memoranda of understanding for marine ports and airports, and continuing to study potential regulatory and voluntary approaches for new/redevelopment projects. This update will cover activities since the last Board update six months ago, and preview upcoming activities. (Reviewed: Mobile Source Committee, September 20, 2019)

**PUBLIC HEARING**

- |        |   |               |
|--------|---|---------------|
| 10668. | Certify Final Environmental Assessment and Amend Rule 1407 – Control of Emissions of Arsenic, Cadmium, and Nickel from Non-Chromium Metal Melting Operations ( <b><i>Continued from September 6, 2019 Board Meeting</i></b> ) | Nakamura/3105 |
|--------|---|---------------|

Proposed Amended Rule 1407 applies to non-chromium metal melting operations and revises emission standards. In addition, the proposed amended rule enhances monitoring provisions for pollution control equipment, adds building enclosure provisions to limit fugitive emissions, and updates housekeeping, source testing, and monitoring, recordkeeping, and reporting requirements. This action is to adopt the Resolution: 1) Certifying the Final Environmental Assessment for Proposed Amended Rule 1407 – Control of Emissions of Arsenic, Cadmium, and Nickel from Non-Chromium Metal Melting Operations; and 2) Amending Rule 1407 – Control of Emissions of Arsenic, Cadmium, and Nickel from Non-Chromium Metal Melting Operations. (Reviewed: Stationary Source Committee, September 20, 2019)

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

**BOARD MEMBER TRAVEL – (No Written Material)**

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

**CLOSED SESSION - (No Written Material)**

Gilchrist/3459

**ADJOURNMENT**

**\*\*\*PUBLIC COMMENTS\*\*\***

Members of the public are afforded an opportunity to speak on any agenda item before consideration of that item. Please notify the Clerk of the Board, (909) 396-2500, if you wish to do so. All agendas are posted at South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of the meeting. At the end of the agenda, an opportunity is also provided for the public to speak on any subject within the South Coast AQMD's authority. Speakers will be limited to a total of three (3) minutes for the Consent Calendar and Board Calendar and three (3) minutes or less for other agenda items.

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

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



## ACRONYMS

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

**FY 2018-19  
4<sup>th</sup> Quarter  
Budget vs. Actual  
(Unaudited)**

***Administrative Committee  
September 13, 2019***

**General Fund Overview**

- FY 2018-19 4<sup>th</sup> Quarter Budget vs. Actual (Unaudited)
- Revenues
- Expenditures
- Board Approved Use of Fund Balance
- Updated General Fund Five Year Projection

## Budget vs. Actual

*FY 2018-19 4<sup>th</sup> Quarter (unaudited)*

(\$ in millions)	Adopted Budget	Amended Budget	FY 2018-19 Actual (unaudited)
Revenues/ Transfers In	\$162.6	\$170.7	\$166.8
Expenditures/Transfers Out	\$162.6	\$180.4	\$163.6

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## Revenues

*FY 2018-19 4<sup>th</sup> Quarter Budget vs. Actual  
& FY 2017-18 4<sup>th</sup> Quarter Comparison*

Revenue Type (\$ in millions)	Fiscal Year 2018-19 Q4			Fiscal Year 2017-18 Q4	
	Amended Budget	Actuals	Actual % of Budget	Actuals	Actual % of Budget
Emissions Fees	\$19.7	\$19.5	99%	\$22.8	117%
Annual Operating Fees	\$57.3	\$55.8	97%	\$52.2	96%
Permit Fees	\$19.9	\$20.0	101%	\$19.5	100%
Mobile Sources/Clean Fuels/Transportation	\$31.6	\$26.0	82%	\$26.0	90%
Other*	\$35.0	\$36.8	105%	\$34.1	125%
Area Sources	\$2.3	\$2.3	100%	\$2.3	107%
Transfers In	\$4.9	\$6.4	131%	\$5.0	72%
<b>Total</b>	<b>\$170.7</b>	<b>\$166.8</b>	<b>98%</b>	<b>\$161.9</b>	<b>102%</b>

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

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## Expenditures

*FY 2018-19 4<sup>th</sup> Quarter Budget vs. Actual  
& FY 2017-18 4<sup>th</sup> Quarter Comparison*

Major Object (\$ in millions)	Fiscal Year 2018-19 Q4			Fiscal Year 2017-18 Q4	
	Amended Budget	Actuals	Actual % of Budget	Actuals	Actual % of Budget
Salaries & Benefits	\$134.6	\$124.3	92%	\$115.4	94%
Services & Supplies	\$30.4	\$25.5	84%	\$24.0	93%
Capital Equipment	\$6.3	\$4.7	74%	\$7.3	83%
Debt Service	\$6.2	\$6.2	100%	\$6.2	100%
Transfer Out	\$2.9	\$2.9	100%	\$0.3	100%
<b>Total</b>	<b>\$180.4</b>	<b>\$163.6</b>	<b>91%</b>	<b>\$153.2</b>	<b>93%</b>

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## Board Approved Use of Fund Balance FY 2018-19 4<sup>th</sup> Quarter

Board Letter Approval	Funding Source	Use	Amount
7/6/2018, #8	Undesignated Fund Balance	Systems Development for the New SCAQMD Mobile Application	\$195,000
9/7/2018, #6	Undesignated Fund Balance	Facility-Based Mobile Source Control Measures on Warehouses and Distribution Centers Study	\$200,000
9/7/18, #7	Undesignated Fund Balance	SCAQMD's Martin Luther King Jr. and Cesar Chavez Events	\$150,000
10/5/18, #11	Undesignated Fund Balance	Microsoft 365	\$350,000
10/5/18, #12	Designation for Permit Streamlining	Permitting Systems Automation Projects	\$674,531
12/7/18, #10	Undesignated Fund Balance	Budget Restoration	\$3,611,776
12/7/18, #10	Undesignated Fund Balance	Board Member Committee Assignments	\$36,500
12/7/18, #10	Undesignated Fund Balance	China Partnership for Cleaner Shipping	\$289,026
12/7/18, #10	Undesignated Fund Balance	Replace 10 Fleet Vehicles	\$310,000
1/4/19, #4	Undesignated Fund Balance	Transfer Monies to the Health Effects Research Fund	\$2,063,229
2/1/19, #7	Undesignated Fund Balance	Specialized Legal Counsel and Services	\$450,000
3/1/19, #6	Designation for Permit Streamlining	Permitting Systems Automation Projects	\$404,695
3/1/19, #6	Undesignated Fund Balance	South Coast AQMD Mobile Application	\$133,010
5/3/19, #7	Undesignated Fund Balance	Transfer Monies to the Health Effects Research Fund	<u>\$841,353</u>
<b>Total</b>			<b>\$9,709,120</b>

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## Updated General Fund Five Year Projection

(\$ in millions)	FY 18-19 Actual (unaudited)	FY 19-20 Projected (a)	FY 20-21 Projected (b)	FY 21-22 Projected (b)	FY 22-23 Projected (b)	FY 23-24 Projected (b)
STAFFING		944	944	944	944	944
Revenues *	\$166.8	\$173.1	\$178.0	\$180.2	\$181.3	\$183.6
Program Costs	\$163.6	\$174.9	\$184.4	\$188.3	\$185.6	\$182.68
Change in Fund Balance	\$3.2	(\$1.8)	(\$6.4)	(\$8.1)	(\$4.3)	\$1.0
UNRESERVED FUND BALANCE (at Year-End)	\$58.0	\$56.2	\$49.8	\$41.7	\$37.4	\$38.4
% of REVENUE	35%	33%	28%	23%	21%	21%
<b>Notes:</b> a) The FY 19-20 projection includes: July Board action that funded \$1.6M for elevator replacement from Undesignated Fund Balance; increase in revenue from the Toxics fees; setting aside \$1M for retirement UAAL; and setting aside \$1M for building projects. b) Includes estimated cost impact of SBCERA's projected retirement increases, the cost of the current labor agreement and revenue from the Toxic fees.						

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## Questions?

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## DRAFT

BOARD MEETING DATE: October 4, 2019

AGENDA NO.

REPORT: Status Report on Major Ongoing and Upcoming Projects for Information Management

SYNOPSIS: Information Management is responsible for data systems management services in support of all South Coast AQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.

COMMITTEE: Administrative, September 13, 2019; Reviewed

RECOMMENDED ACTION:  
Receive and file.

Wayne Nastri  
Executive Officer

RMM:MAH:XC:agg

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### Background

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

### Summary of Report

The attached report identifies each of the major projects/contracts or purchases that are ongoing or expected to be initiated within the next six months. Information provided for each project includes a brief project description and the schedule associated with known major milestones (issue RFP/RFQ, execute contract, etc.).

### Attachment

Information Management Status Report on Major Ongoing and Upcoming Projects During the Next Six Months

**ATTACHMENT**  
**October 4, 2019 Board Meeting**  
**Information Management Status Report on Major Ongoing and**  
**Upcoming Projects During the Next Six Months**

<b>Project</b>	<b>Brief Description</b>	<b>Estimated Project Cost</b>	<b>Completed Actions</b>	<b>Upcoming Milestones</b>
Office 365 Implementation	Acquire and implement Office 365 for South Coast AQMD staff	\$350,000	<ul style="list-style-type: none"> <li>• Pre-assessment evaluation and planning completed</li> <li>• Board approved funding on October 5, 2018</li> <li>• Developed implementation and migration plan</li> <li>• Acquired Office 365 licenses</li> <li>• Implemented Office 365 email (Exchange) and migrated all users</li> </ul>	<ul style="list-style-type: none"> <li>• Implement Office 365 file storage (OneDrive for Business) and migrate users</li> <li>• Implement Office 365 internal website (SharePoint) and migrate existing content</li> </ul>
Permitting System Automation Phase 1	New Web application to automate the filing of all permit applications with immediate processing and issuance of permits for specific application types: Dry Cleaners, Gas Stations and Automotive Spray Booths	\$694,705	<ul style="list-style-type: none"> <li>• Phase 1 Automated 400A form filing, application processing, and online permit generation for Dry Cleaner module deployed to production</li> <li>• Facility ID Creation Module deployed to production</li> <li>• Phase 1.1 Automated 400A form filing, application processing, and online permit generation for Automotive Spray Booth and Gas Station Modules deployed to production</li> <li>• Enhanced calculations of sensitive receptor distances</li> </ul>	<ul style="list-style-type: none"> <li>• Continue Phase 1.1 project outreach support</li> </ul>

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Permitting System Automation Phase 1 (continued)			<ul style="list-style-type: none"> <li>Enhanced processing of school locations with associated parcels</li> <li>Upgraded GIS Map integration and enhanced sensitive receptor identification and distance measurement work</li> <li>Deployed new version of system to production</li> </ul>	
Permitting System Automation Phase 2	Enhanced Web application to automate filing process of Permit Applications, Rule 222 equipment, and registration process for IC engines; implement electronic permit folder and workflow for internal South Coast AQMD users	525,000	<ul style="list-style-type: none"> <li>Board approved initial Phase 2 funding December 2017</li> <li>Phase 2 project startup and detail planning completed May 2018</li> <li>Business process model approved</li> <li>Development of Negative Air Machines, Boilers/Water Heaters/Process Heaters, Cooling Towers, Portable Heaters, and Food Ovens filing process completed</li> <li>Board approved remaining Phase 2 funding October 5, 2018</li> </ul>	<ul style="list-style-type: none"> <li>Complete user acceptance testing of all R222 forms.</li> <li>Deploy the ten forms to stage server to start user testing.</li> <li>Permitting Automation Workflow-Complete engineer shadowing/interviewing</li> <li>Complete workflow analysis report</li> </ul>



Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Permitting System Automation Phase 2 (continued)			<ul style="list-style-type: none"> <li>• Application submittals, and form filing of Negative Air Machines, Boilers/Water Heaters/Process Heaters, Cooling Towers, Portable Heaters, and Food Ovens, Char Broilers, Small Boilers, Oil Wells, Tar Pots/Tar Kettles, Asphalt Day Tankers, and Asphalt Pavement Heaters completed</li> <li>• Application submittals, and form filing of Agricultural Engines, IC Engines at Radio Tower, Diesel Fuel Boiler, and Fuel Cell with Heater completed</li> </ul>	

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Permitting System Automation Phase 2 (continued)			<ul style="list-style-type: none"> <li>• Application submittals, and form filing of Diesel Fueled Boilers, Fuel Cell with a Non-Electric Supplemental Heater, Facilities with No Written Permit and Emits Four Tons or More of VOC Emissions Per Year Equipment, Internal Combustion Engines at Remote Radio Transmission Towers, Printing, Coating &amp; Drying Equipment, Oil &amp; Gas Production Wells, Natural Gas Well Heads, Well Pumps, Transfer Pumps &amp; Re-pressurizing Equipment, and Agricultural Engine completed</li> <li>• Wireframes, user stories, and code development for registered emergency IC engines with a certified equipment permit number.</li> </ul>	

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Permitting System Automation Phase 2 (continued)			<p>Emergency Internal Combustion Engine; Non-Emergency Internal Combustion Engine; Spray Booth/Open Spray; Boiler/Heater; Particulate Matter Control Fabric Filter – Baghouse/ Cartridge Collector; External Combustion Oven; Gaseous Emission Control Form Afterburner/Oxidizer; Gaseous Emission Control Form Adsorber – Carbon Others; External Combustion Burn Off Furnaces/Brake Debonders/Wax Burnoff Furnaces; and Scrubber completed</p> <ul style="list-style-type: none"> <li>• The user demo of all aforementioned forms was completed</li> <li>• Forms were modified to accommodate the comments provided by the users during the demo</li> </ul>	
Information Technology Review Implementation	Complete Board requested Information Technology review and initiate work on implementation of key recommendations	\$75,000 (funding included in \$350,000 Office 365 implementation project)	<ul style="list-style-type: none"> <li>• Initiated Implementation Planning and Resource Requirements for key recommendations</li> <li>• Completed Microsoft Project Plan training for all IM Managers, Supervisors and Secretaries</li> </ul>	<ul style="list-style-type: none"> <li>• Office 365 deployment</li> </ul>

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Information Technology Review Implementation (continued)			<ul style="list-style-type: none"> <li>Established internal Information Technology Steering Committee, members and charter</li> <li>Configured and deployed Project Management software for IM team</li> </ul>	
Permit Application Status and Dashboard Statistics	New Web application to allow engineers to update intermediate status of applications; create dashboard display of status summary with link to FIND for external user review	\$100,000	<ul style="list-style-type: none"> <li>Board approved funding December 2017</li> <li>Project startup and detail planning completed</li> <li>Wireframe and user story approved for Release 1</li> <li>User story and wireframe approved for application search module</li> <li>User stories approved and coding completed for Dashboard Data Entry screens</li> <li>Code development for Release 1 and application search module completed</li> <li>User acceptance testing for data capture module completed</li> <li>User acceptance testing for user reports completed</li> <li>Internal deployment of application for engineers to populate application related data completed</li> <li>Deployment of external application (and linked to FIND) for regulated community to view application related data completed</li> </ul>	<ul style="list-style-type: none"> <li>Continue user data input for all open applications</li> <li>Complete development and user acceptance testing of user requested system enhancements</li> </ul>

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Permit Application Status and Dashboard Statistics (continued)			<ul style="list-style-type: none"> <li>Completed generating user story on requested enhancements to the system. Submitted user stories to users for final approval</li> </ul>	
Agenda Tracking System Replacement	Replace aging custom agenda tracking system with state-of-the-art, cost-effective Enterprise Content Management (ECM) system, which is fully integrated with OnBase, South Coast AQMD's agency-wide ECM system	\$86,600	<ul style="list-style-type: none"> <li>Released RFP December 4, 2015</li> <li>Awarded contract April 1, 2016</li> <li>Continued parallel testing</li> <li>Conducted survey of stakeholder satisfaction</li> <li>As a result of the survey responses, the decision was made to develop a custom user interface for the application</li> <li>Revised project scope to include custom user interface</li> <li>Developed plan and schedule for revised scope</li> </ul>	<ul style="list-style-type: none"> <li>Identify funding source</li> </ul>
Document Conversion Services	Document Conversion Services to convert paper documents stored at South Coast AQMD facilities to electronic storage in OnBase	\$83,000	<ul style="list-style-type: none"> <li>Released RFQ October 5, 2018</li> <li>Approved qualified vendors January 4, 2019</li> <li>Executed purchase orders for scanning services</li> <li>Converted over 350,000 rule administrative record documents</li> </ul>	<ul style="list-style-type: none"> <li>Convert over 1,000,000 contract documents</li> </ul>
Replace Your Ride (RYP)	New Web application to allow residents to apply for incentives to purchase newer, less polluting vehicles	\$301,820	<ul style="list-style-type: none"> <li>Phase 2 Fund Allocation, Administration and Management Reporting modules deployed and in production</li> </ul>	<ul style="list-style-type: none"> <li>Implementation of RYP and PeopleSoft Financial integration module</li> </ul>

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Replace Your Ride (RZR) (continued)			<ul style="list-style-type: none"> <li>• Final Phase 2 user requested enhancements: VIN Number, Case Manager, Auto e-mail and document library updates deployed to production</li> <li>• Phase 3 Data Migration development work completed</li> <li>• Implementation of alternative mode of transportation in the RZR application</li> <li>• Approval of data migration</li> <li>• Phase 3 moved to production</li> </ul>	<ul style="list-style-type: none"> <li>• Implementation of Electric Vehicle Service Equipment</li> </ul>
South Coast AQMD Mobile Application Enhancements	Enhancement of Mobile application with addition of advance notification, alternative fuel station search, media integration, infrastructure for hourly migration, and performance improvements	\$100,000	<ul style="list-style-type: none"> <li>• Project charter released</li> <li>• Proposal received</li> <li>• Task order issued</li> <li>• System development of Phase 1 complete</li> </ul>	<ul style="list-style-type: none"> <li>• User acceptance testing of Phase 1</li> <li>• Deployment of Phase 1</li> <li>• System development in progress for Phase 2</li> </ul>

Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
Legal Division New System Development	Develop new web-based case management system for Legal Division to replace existing system	\$500,000	<ul style="list-style-type: none"> <li>• Task order issued, evaluated and awarded</li> <li>• Project initiated, and project charter finalized</li> <li>• Business Process Model completed</li> <li>• Sprint 1, 2 and 3 functional and system design completed</li> <li>• Testing for NOVs and MSPAP</li> </ul>	<ul style="list-style-type: none"> <li>• Testing (UAT) for civil, small claims and settlements</li> <li>• Sprint 4 requirements and testing: criminal, bankruptcy and non-NOV cases</li> <li>• Reports and data migration</li> </ul>
Flare Event Notification – Rule 1118	Develop new web-based application to comply with Rule 1118 to improve current flare notifications to the public and staff	\$100,000	<ul style="list-style-type: none"> <li>• Vision and scope issued</li> <li>• Charter document and proposal approved</li> <li>• Task order issued</li> <li>• Requirement gathering and system design for Sprint 1 &amp; 2 completed</li> <li>• Requirement gathering and system design for Sprint 3 completed</li> <li>• Compliance integration design completed</li> <li>• Data model approved for Sprint 1, 2, and 3</li> <li>• Continuation of Sprint 4</li> <li>• Public Portal implementation completed</li> <li>• Major incident notification deployed</li> </ul>	<ul style="list-style-type: none"> <li>• Deployment to production</li> <li>• Refinery user training</li> </ul>

<b>Project</b>	<b>Brief Description</b>	<b>Estimated Project Cost</b>	<b>Completed Actions</b>	<b>Upcoming Milestones</b>
VW Environmental Mitigation Action Plan Project	South Coast AQMD is responsible for developing a web application for Zero-Emission Class 8 Freight and Port Drayage Truck Project & Combustion Freight and Marine Project, incentive programs, and maintaining a database that will be queried for reporting for CARB	\$355,000	<ul style="list-style-type: none"> <li>• Draft charter document issued</li> <li>• Project initiation completed</li> <li>• Task order issued</li> <li>• Detailed system design for Phase 1 completed</li> <li>• System development for Phase 1 completed</li> </ul>	<ul style="list-style-type: none"> <li>• System beta testing</li> <li>• Form creation for class 8</li> <li>• System deployment to production</li> </ul>
AQ-SPEC Cloud Platform	Develop a cloud-based platform to manage and visualize data collected by low-cost sensors	\$385,500	<ul style="list-style-type: none"> <li>• Task order issued</li> <li>• Proposals received</li> <li>• Task order awarded</li> <li>• Business requirements gathering completed</li> </ul>	<ul style="list-style-type: none"> <li>• Release 2 User acceptance testing and deployment</li> </ul>



Project	Brief Description	Estimated Project Cost	Completed Actions	Upcoming Milestones
AQ-SPEC Cloud Platform (continued)			<ul style="list-style-type: none"> <li>• Sprint 1 completed (System Architecture, Data Storage, and Design Data Ingestion)</li> <li>• Sprint 2 completed (Data Transformations, Calculations, and Averaging)</li> <li>• Sprint 3 completed (Dashboards, Microsites, Data Migration)</li> <li>• Release 1 (Sprints 1-3) User Acceptance Testing and Deployment completed</li> <li>• Sprint 4 completed</li> </ul>	
PeopleSoft Electronic Requisition	South Coast AQMD is implementing electronic requisition for PeopleSoft Financials. This will allow submittal of requisitions online. Additional benefits include tracking of multiple levels of approval, electronic archival of requisition documents, pre-encumbrance of budget, and streamlined workflow	\$75,800	<ul style="list-style-type: none"> <li>• Project charter approved</li> <li>• Task order issued</li> <li>• Proposal received</li> <li>• Task order awarded</li> <li>• Requirement gathering for Sprint 1 completed</li> <li>• Design for Sprint 1 completed</li> <li>• Code development for Sprint 1 completed</li> <li>• User Acceptance Testing (UAT) for Sprint 1 completed</li> <li>• Design for Sprint 2 completed</li> <li>• Code development for Sprint 2 completed</li> <li>• UAT for Sprint 2 completed</li> </ul>	<ul style="list-style-type: none"> <li>• Deployment to IM and AHR divisions</li> <li>• Integrated User Testing for other divisions</li> </ul>

<b>Project</b>	<b>Brief Description</b>	<b>Estimated Project Cost</b>	<b>Completed Actions</b>	<b>Upcoming Milestones</b>
Data Cable Infrastructure Installation	Staff is seeking a vendor to install a full, turnkey data cable infrastructure system with the latest technical specifications that can provide connectivity and a broader network bandwidth	\$250,000	<ul style="list-style-type: none"> <li>Released RFP July 12, 2019</li> </ul>	<ul style="list-style-type: none"> <li>Board approval October 4, 2019 (pending)</li> <li>Execute contract November 12, 2019</li> <li>Complete implementation February 28, 2020</li> </ul>
CLASS Database Software Licensing	Purchase Actian Ingres database software licensing, support and maintenance for the CLASS system for a one-year period (November 30, 2019 through November 30, 2020)	\$262,000		<ul style="list-style-type: none"> <li>Board approval October 4, 2019 (pending)</li> <li>Execute contract November 30, 2019</li> </ul>
Prequalify Vendor List for PCs, Network Hardware, etc.	Establish list of prequalified vendors to provide customer, network, and printer hardware and software, and to purchase desktop computer hardware upgrades	\$300,000		<ul style="list-style-type: none"> <li>Release RFQQ November 1, 2019</li> <li>Approve Vendors List February 7, 2020</li> </ul>

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, 2019
Telecommunications Service	July 15, 2019
AB 617 – Community Monitoring Data Display Web Application	July 9, 2019
Online filing of Rule 1415 – Reduction of Refrigerant Emissions System	June 5, 2019
South Coast AQMD Mobile Application for Android devices	May 30, 2019
Renewal of HP Server Maintenance & Support	April 30, 2019
Implementation of Enterprise Geographic Information System (EGIS) Phase II	March 11, 2019
FIND (Facility INformation Detail) upgrade	February 21, 2019
CLASS Database Software Licensing and Support	November 30, 2018
South Coast AQMD Mobile Application for IOS devices Phase I	November 2, 2018

## Item 8

## DRAFT

BOARD MEETING DATE: October 4, 2019

AGENDA NO.

PROPOSAL:       Appropriate Funds and Execute Contract for Office Data Cable Infrastructure

SYNOPSIS        On July 12, 2019, the Board approved the release of an RFP to seek a vendor to install a full turnkey solution for office data cable infrastructure that can provide connectivity and a broader network bandwidth at the South Coast AQMD's Diamond Bar headquarters building. These actions are to appropriate \$273,125 from the General Fund Undesignated (Unassigned) Fund Balance to Information Management's FY 2019-20 Budget and to execute a contract with Digital Network Group for the purchase and installation of office data cable infrastructure in an amount not to exceed \$273,125.

COMMITTEE:     Administrative, September 13, 2019; Recommended for Approval

## RECOMMENDED ACTIONS:

1. Appropriate \$273,125 from the General Fund Undesignated (Unassigned) Fund Balance to Information Management's FY 2019-20 Budget, Capital Outlays Major Objects, Capital Outlays Account.
2. Authorize the Executive Officer to execute a contract with Digital Network Group for the purchase and installation of South Coast AQMD's office data cable infrastructure at a cost not to exceed \$273,125.

Wayne Natri  
Executive Officer

RMM:MH:agg

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**Background**

The Diamond Bar City Hall was a former tenant at the South Coast AQMD headquarters building. The City occupied the south office on the first floor of the building. When the Diamond Bar City Hall relocated in 2011, they partially removed the data cable infrastructure. For this office space to be fully functional and computer-ready, it is necessary to install an office data cable infrastructure with the latest technical specifications that can provide connectivity and a broad network bandwidth.

On July 12, 2019, RFP #P2020-01 for Office Data Cable Infrastructure was released to seek a vendor capable of installing a full turnkey solution for office data cable infrastructure. The RFP also requires the removal of all old cabling and equipment on the first floor.

### **Outreach**

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

Additionally, potential bidders may have been notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP has been e-mailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations and placed on the Internet at South Coast AQMD's website (<http://www.aqmd.gov>).

### **Bid Evaluation**

Thirteen copies of the RFP were mailed out and 18 vendors attended a bidders conference held on July 26, 2019. Four bids were received in response to the RFP when final bidding closed at 1:00 p.m. on August 14, 2019. Of the four responses, one was deemed not qualified. Of the three qualified responses, one was from a small business enterprise; two were local business enterprises, and all offered the most favored customer pricing status.

### **Panel Composition**

The panel consisted of South Coast AQMD staff — two Information Technology Supervisors, one Systems and Programming Supervisor, one Senior Information Technology Specialist — and an external Information Technology consultant. Of the five panelists, two are Asian-Pacific Islander, one is Caucasian, and two are Hispanic; all male.

### **Proposal**

The Attachment reflects the evaluation of the proposals and the respective ratings for the contract bids. The evaluation committee gave the highest rating to Digital Network Group. Staff recommends that the Board award the contract to Digital Network Group for the purchase and installation of office data cable infrastructure in an amount not to exceed \$273,125.

**Resource Impacts**

Sufficient funding will be available in Information Management's FY 2019-20 Budget upon approval of the appropriation of \$273,125 from the General Fund Undesignated (Unassigned) Fund Balance.

**Attachment**

Summary of Evaluation for RFP #P2020-01

**ATTACHMENT**  
**Summary of Evaluation for RFP #P2020-01**

Four vendors submitted a proposal for this RFP:

Technical Criteria (70 points maximum, 56 points to be qualified)

	Proposer			
	Digital Network Group	Gold Star Technology	ITI Cabling	Monarch
Panel Average	70	60	60	45 Not Qualified

Cost (30 points maximum)

	Proposer			
	Digital Network Group	Gold Star Technology	ITI Cabling	
	\$273,124.04	\$217,556.07	\$235,435.00	
Average	23.89	30	27.72	

Additional Points (17 points maximum if offered Most Favored Customer pricing)

Criteria	Proposer			
	Digital Network Group	Gold Star Technology	ITI Cabling	
Small Business or Small Business Joint Ventures Points (Maximum = 10)	--	--	10	
DVBE or DVBE Joint Ventures Points (Maximum = 10)	--	--	--	
Use of DVBE or Small Business Subcontractors Points (Maximum = 7)	--	--	--	

Low-Emission Vehicle Business Points (Maximum = 5)	5	5	--	
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Criteria	Proposer			
	Digital Network Group	Gold Star Technology	ITI Cabling	
Local Business (Non-EPA Funded Projects Only Points (Maximum = 5)	5	5	--	
Off-Peak Hours Delivery Business Points (Maximum = 2)	2	2	--	
Most Favored Customer Points (Maximum = 2)	2	2	2	
Average	14	14	12	

Total	107.89	104	99.72	
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## Item 9

## DRAFT

BOARD MEETING DATE: October 4, 2019

AGENDA NO.

**PROPOSAL:** Issue Purchase Order for Ingres Relational Database Management System Software Support

**SYNOPSIS:** The Ingres Relational Database Management System is used for the implementation of the Central Information Repository database. This database is used by most enterprise-level software applications at the South Coast AQMD and currently supports a suite of client/server and web-based applications known collectively as the Clean Air Support System (CLASS). CLASS applications are used to support all of South Coast AQMD's core activities. Licensing, maintenance, and support for this software expires on November 29, 2019. This action is to issue a purchase order to Actian Corporation for a total amount not to exceed \$262,000. Funds for this expense are included in the FY 2019-20 Budget.

**COMMITTEE:** Administrative, September 13, 2019; Recommended for Approval

**RECOMMENDED ACTION:**

Authorize the Procurement Manager to issue a purchase order to Actian Corporation (formerly Ingres Corporation) for Ingres Relational Database Management System software licensing, maintenance and support, for the period of November 30, 2019 through November 29, 2020, for a total amount not to exceed \$262,000.

Wayne Nastri  
Executive Officer

WN:RM:MH:JP:agg

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**Background**

In December 2017, the South Coast AQMD entered into a one-year licensing, maintenance, and support agreement for Ingres Relational Database Management System (RDBMS) software. The RDBMS software runs on three database servers for production, development, and ad hoc reporting. The production server hosts the Central Information Repository database. This database supports a collection of more than 30 client/server and web-based applications known as the Clean Air Support System (CLASS). The CLASS application suite supports permit administration and

processing of equipment-based and facility-based permits; emissions offsetting, monitoring and inventory management for New Source Review, RECLAIM and annual emission reporting operations; compliance-related complaint, inspection, assignment, notification, investigation and settlement operations; and financial accounts receivable operations. The development server supports software development for CLASS and other applications accessing the Central Information Repository. The decision support server supports CLASS system ad-hoc query and reporting and web-based inquiry applications. These applications are an integral component of the South Coast AQMD's day-to-day responsibilities. The RDBMS software licensing, maintenance, and support expires on November 29, 2019.

Ingres maintenance and support includes the following services:

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

### **Sole Source Justification**

Section VIII.B.2 of the Procurement Policy and Procedure identifies circumstances under which a sole source purchase award may be justified. This request for a sole source award is made under provision VIII.B.2.c.(2) because the project involves the use of proprietary technology, and provision VIII.B.2.c.(3) because the contractor has ownership of key assets required for project performance. Previous quotes indicated it would cost well over \$1 million to convert the CLASS applications to another relational database. Actian Corporation (formerly Ingres Corporation) is the sole manufacturer and provider of this software and therefore the only source for its maintenance and support licensing agreements.

### **Proposal**

Staff recommends the issuance of a one-year purchase order for RDBMS software licensing, maintenance, and support to provide continued support for South Coast AQMD's CLASS applications in an amount not to exceed \$262,000. Actian has performed well in the past providing timely technical support, updates, and patches.

### **Resource Impacts**

Sufficient funds are available in Information Management's FY 2019-20 Budget, Services and Supplies Major Object, Professional and Special Services account.

Item 10

DRAFT

BOARD MEETING DATE: October 4, 2019

AGENDA NO.

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

**SYNOPSIS:** South Coast AQMD currently has contracts with several companies for short- and long-term systems development, maintenance and support services. These contracts are periodically amended as additional needs are defined. This action is to amend contracts previously approved by the Board to add additional funding for needed development and maintenance work in an amount not to exceed \$275,800 for Prelude Systems, \$155,000 for Sierra Cybernetics, and \$380,500 for Varsun eTechnologies. Funding is available in Information Management's FY 2019-20 Budget.

**COMMITTEE:** Administrative, September 13, 2019; Recommended for Approval

**RECOMMENDED ACTIONS:**

Authorize the Executive Officer to execute amendments to the contracts for systems development services in the amount of \$275,800 to Prelude Systems, \$155,000 to Sierra Cybernetics and \$380,500 to Varsun eTechnologies from Information Management's FY 2019-20 Budget for the specific task orders listed in the Attachment.

Wayne Nastri  
Executive Officer

RMM:XC:dc

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**Background**

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

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

**Proposal**

Staff proposes to amend the contracts to add \$275,800 to Prelude Systems, \$155,000 to Sierra Cybernetics and \$380,500 to Varsun eTechnologies for the specific task orders listed in the Attachment.

**Resource Impacts**

Sufficient funding is available in Information Management's FY 2019-20 Budget.

**Attachment**

Task Order Summary

## Attachment

### Task Order Summary

#### Section A – Funding Totals for all Systems Development Contracts

CONTRACTOR	PREVIOUS FUNDING	PROPOSED ADDITION	TOTAL FUNDING
Prelude Systems	\$503,875	275,800	\$779,675
Sierra Cybernetics	\$672,891	155,000	\$827,891
Varsun eTechnologies	\$1,577,285	380,500	\$1,957,785
TOTAL	\$2,754,051	\$811,300	\$3,565,351

#### Section B – Task Orders Scheduled for Award

TASK	DESCRIPTION	ESTIMATE	AWARD TO
Annual Emissions Reporting System Enhancements	Annual Emission Reporting (AER) program was developed to track emissions of air contaminants from permitted facilities. Substantial enhancements are required to meet requirements of Rule 301 and AB 617.	\$275,800	Prelude
Web Application/Web Service Maintenance	Maintenance and support services for Web based systems including Online Filing, Security Portal, Finance Accounts Receivable, Air Quality Monitoring, etc.	\$95,000	Sierra
Web Application UI/UX Designer	Web Application User Interface and User Experience design services for startup and enhancement of all web application development projects	\$60,000	Sierra
AQ-Spec Cloud-based Computing Platform, Phase One	Develop and enhance the AQ-Spec Cloud-based Computing Platform for the ingestion, storage, analysis, and display of data collected by low-cost air quality sensors	\$380,500	Varsun
TOTAL		\$811,300	

## Item 11

### DRAFT

BOARD MEETING DATE: October 4, 2019

AGENDA NO.

**PROPOSAL:** Amend South Bay Field Office Lease to Expand Occupancy and Extend Term

**SYNOPSIS:** On July 8, 2016, the Board approved a five-year lease for the South Bay field office, which is used primarily by inspectors who conduct refinery and other specialized inspections in the area. There is a need to expand South Coast AQMD's usable space at this office to provide for an increase in staffing and functionality. This action is to amend the lease with Circle Racquetball Courts, LP, adding 7,904 square feet of workspace and extending the term by five years. Funding for monthly lease payments through June 2020 for this amended lease has been included in the FY 2019-20 Budget and, will be requested in successive fiscal years from the appropriate funding sources, including Rule 1180 fees.

**COMMITTEE:** Administrative, September 13, 2019; Recommended for Approval

**RECOMMENDED ACTION:**

Authorize the Executive Officer to amend the lease with Circle Racquetball Courts, LP to add 7,904 square feet of South Coast AQMD occupancy in the building and to extend the term to September 30, 2026. The total cost for the proposed amended lease for the 7-year term is not to exceed \$2,432,000, which includes the base rent and any assessed Common Area Maintenance fees.

Wayne Natri  
Executive Officer

AJO:VMR:lm

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### **Background**

Since 1995, South Coast AQMD has maintained an office in the South Bay area for the purpose of providing staff strategic access to petroleum refining facilities and industrial and port operations. The current lease for this office space, approved by the Board in July 2016, expires September 30, 2021.

South Coast AQMD currently leases 4,093 square feet of space at the Interchange Building in Long Beach. There are approximately twelve staff assigned to work from this location, with additional work stations available for use by other staff on an as-needed basis. There is also work space for testing, repairing, and maintaining monitoring and other equipment.

There is a need to expand South Coast AQMD's presence in the South Bay area to implement new programs and emerging enforcement strategies. For example, Rule 1180 - Refinery Fenceline and Community Air Monitoring, requires real-time air monitoring systems that will provide air quality information to the public about levels of criteria air pollutants, VOCs, metals and other compounds at or near the property boundaries of petroleum refineries and in nearby communities. This requires South Coast AQMD staff to install, operate, calibrate, maintain and repair air monitoring equipment, as well as to conduct mobile optical remote sensing community surveys, data analysis, and reporting. The Long Beach office is an ideal location to serve as the center of these operations.

### **Proposal**

This action is to amend the current lease for the South Bay field office to increase the useable office space by 7,904 square feet, for a total of 11,997 square feet. The expansion will allow approximately 45 additional compliance and monitoring staff to work from that office. In addition, there will be two workshop areas created for work on monitoring equipment and systems. The expanded offsite location will also be utilized for implementation of South Coast AQMD's internal emergency operations programs.

The proposed lease amendment would extend the term by five years, to end in September 2026. It would also revise the terms of the base rent (\$/sq.ft.) and Common Area Maintenance (CAM) fees. CAM fees cover costs for general building operating expenses, such as utilities, taxes, insurance, and janitorial and landscape services. The property owner pays for these expenses up to a negotiated baseline amount, and South Coast AQMD pays a prorated share of expenses that exceed the baseline amount for the year. The revised cost terms will establish a substantially higher baseline amount for CAM expenses to be paid by the property owner, which will result in an overall lower leasing rate for the first two years, and potentially lower CAM fees in future years.

The property owner is also agreeing to a substantial amount of tenant improvements as part of the lease amendment. The existing space and the proposed new space will be refurbished or reconfigured to accommodate staff and operational needs. New flooring will be installed and two small conference areas will be combined into one large conference area. The parking space allocation will be increased from 15 to 47 spaces, and two additional parking spaces will be allocated where South Coast AQMD will have an enclosed structure built to secure a new mobile monitoring vehicle.

Staff has surveyed office space available in the area and determined that the proposed leasing rate at this site is very competitive, if not slightly lower, for commercial buildings in the South Bay area. Accordingly, staff recommends amending the current lease with Circle Racquetball Courts, LP for the South Bay field office, to expand the office space from 4,093 square feet to 11,997 square feet, for seven years at a cost not to exceed \$2,432,000, for base rent and CAM fees.

### **Sole Source Justification**

Section VIII.B.2 of the Procurement Policy and Procedure identifies circumstances under which a sole source purchase award may be justified. This request for a sole source award is made under provision VIII.B.2.c.(3). The contractor has ownership of key assets required for project performance.

### **Resource Impact**

The base rent for the first year of the proposed amended lease is \$2.15 per square foot, with annual 3% increases, as follows:

<b>Year</b>	<b>Current Occupancy (4,093 sq.ft.)</b>	<b>Expanded Space (7,094 sq.ft.)</b>	<b>Total Monthly</b>	<b>Total Annual</b>
1	\$8,800	\$16,994	\$25,794	\$309,523
2	\$9,046	\$17,468	\$26,513	\$318,160
3	\$9,332	\$18,021	\$27,353	\$328,238
4	\$9,619	\$18,574	\$28,193	\$338,315
5	\$9,905	\$19,128	\$29,033	\$348,393
6	\$10,192	\$19,681	\$29,873	\$358,470
7	\$10,519	\$20,313	\$30,832	\$369,988
<b>Grand Total:</b>				<b>\$2,371,087</b>

In addition to the base rent listed above, assessed CAM fees are estimated to be about \$10,000 per year, based on the revised baseline and higher occupancy. Per the terms of the proposed amended lease, CAM fees will not be assessed in Year 1.

Funding for the not to exceed cost of \$2,432,000 for the proposed amended lease has been included in the FY 2019-20 Budget,. The increased cost for the amended lease has come from Rule 1180 fees. Future funding will be requested in successive fiscal years from the appropriate funding source(s), including but not limited to the Rule 1180 Refinery-Related Community Air Monitoring System Annual Operating and Maintenance Fees pursuant to Rule 301(aa).



## Item 12

## DRAFT

BOARD MEETING DATE: October 4, 2019

AGENDA NO.

**PROPOSAL:** Appropriate Funds and Issue Purchase Orders to Replace Building-Related Equipment

**SYNOPSIS:** South Coast AQMD's Diamond Bar headquarters building requires the modernization of outdated systems and equipment. The security monitoring server and related equipment must be replaced because the current system will not be supported by Microsoft beginning in January 2020. The dishwashing equipment in the cafeteria was installed in 1990 and needs replacement. These actions are to appropriate \$109,496 from the General Fund Undesignated (Unassigned) Fund Balance to District General's FY 2019-20 Budget and issue two purchase orders for: installation of a rack conveyer system in an amount not to exceed \$60,000; and Lenel security monitoring server and equipment in an amount not to exceed \$49,496.

**COMMITTEE:** Administrative, September 13, 2019; Recommended for Approval

**RECOMMENDED ACTIONS:**

1. Appropriate \$109,496 from the General Fund Undesignated (Unassigned) Fund Balance to District General's FY 2019-20 Budget, Capital Outlays Major Object, Capital Outlays account.
2. Authorize the Procurement Manager to issue a purchase order in an amount not to exceed \$60,000 for the purchase and installation of a new rack conveyor dishwasher system.
3. Authorize the Procurement Manager to issue a purchase order to Security Solutions in an amount not to exceed \$49,496 for the purchase of a Lenel security monitoring server and related equipment.

AJO:BJ:VMR:lm

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**Background**

There are systems and equipment at South Coast AQMD's Diamond Bar headquarters building that need to be replaced. Lenel is the manufacturer and supplier of the Altronix CCTV and Lenel Card Reader Security System currently in use at South Coast AQMD. The system includes 26 security cameras installed throughout the facility, 24 card readers

used for badge swiping, an emergency telephone, and a security gate intercom system. Security Solutions has been providing critical services, support, and product upgrades for South Coast AQMD's Lenel security system since 2002. The current server runs an operating system that Microsoft will no longer support beginning in January 2020. The server and related equipment should be replaced in order to maintain continuity of current security processes.

The cafeteria dishwasher was installed during construction of the building in 1990. The equipment has been in operation for 29 years and is in need of replacement. A review of available replacement equipment determined the funding requirements, and the purchasing process for a new rack conveyor dishwasher system will be in accordance with the South Coast AQMD Procurement Policy and Procedure.

### **Proposal**

Unbudgeted fixed assets above \$10,000 require Board action to allocate funding and to authorize the expenditure. This action is to appropriate funding and to authorize the Procurement Manager to acquire equipment necessary for two critical functions at South Coast AQMD's Diamond Bar headquarters.

Staff requests an appropriation of \$109,496 from the General Fund Undesignated (Unassigned) Fund Balance to District General's FY 2019-20 Budget, Capital Outlays Major Object, Capital Outlays account. Staff recommends authorizing the Procurement Manager to issue a purchase order to Security Solutions for the purchase of a Lenel security server and related equipment at a cost not to exceed \$49,496. Staff also recommends authorizing the Procurement Manager to issue a purchase order for the purchase of a new rack conveyor dishwasher system at a cost not to exceed \$60,000.

### **Sole-Source Justification**

Section VIII.B.2 of the Procurement Policy and Procedure identifies four major provisions under which a sole-source award may be justified. For the Lenel security server and related equipment purchase, the request for sole source purchases from Security Solutions is made under Sections VIII.B.2.c(1): The unique experience and capabilities of the proposed contractor or contractor; VIII.B.2.c(2): The project involves the use of proprietary technology; and VIII.B.2.d(6): Projects requiring compatibility with existing specialized equipment.

### **Resource Impacts**

Funding of \$109,496 for the purchase of the cafeteria dishwasher and the Lenel security server and related equipment will be appropriated from the General Fund Undesignated (Unassigned) Fund Balance to District General's FY 2019-20 Budget, Capital Outlays Major Object, Capital Outlays account.

## Item 13

### DRAFT

BOARD MEETING DATE: October 4, 2019

AGENDA NO.

**PROPOSAL:** Transfer and Appropriate Funds and Execute Purchase Orders and Contracts for Air Monitoring Programs

**SYNOPSIS:** In October 2016, the Board recognized revenue from the U.S. EPA through its Science to Achieve Results (STAR) research grant program to engage, educate and empower California communities on the use and application of low-cost air monitoring sensors. In January, June and December 2018, the Board recognized revenue from CARB to implement AB 617. These actions are to transfer funds between Major Objects for the STAR program, appropriate funds to reallocate expenditures for the AB 617 program, and to execute purchase orders and contracts for equipment and services for the AB 617 program.

**COMMITTEE:** Administrative, September 13, 2019; Recommended for Approval

#### RECOMMENDED ACTIONS:

1. Transfer up to \$71,800 from the General Fund Services & Supplies Major Object to the Capital Outlays Major Object in Science & Technology Advancement's FY 2019-20 Budget (Org 43) to reclassify expenditures for the U.S. EPA STAR Program.
2. Appropriate funds up to \$240,000 from the General Fund Undesignated (Unassigned) Fund Balance into Science & Technology Advancement's FYs 2019-20 and/or 2020-21 Budgets, Capital Outlays and Services and Supplies Major Objects, for AB 617 expenditures as set forth in Table 1 to reallocate expenditures from a previous Board action.
3. Authorize the Procurement Manager, in accordance with South Coast AQMD Procurement Policy and Procedure, to execute the following:
  - a. A purchase order in an amount up to \$105,000 for up to seven microAeth® Model MA350 black carbon analyzers from AethLabs, as listed in Table 2; and
  - b. A purchase order in an amount up to \$85,000 for replacement parts from Aeroqual, Ltd. (New Zealand) to upgrade up to 110 Aeroqual AQY sensors, as listed in Table 3.

4. Authorize the Executive Officer to execute the following, as listed in Table 4:
  - a. A contract with Aeroqual, Inc., (United States) in an amount up to \$50,000 to develop and validate calibration procedures for low-cost sensor networks to be deployed in AB 617 communities; and
  - b. A contract with RJ Lee Group, Inc., in an amount up to \$900,000 to develop an environmental chamber for initiating a sensor performance verification program and develop a pilot program for a sensor library for communities.

Wayne Nastri  
Executive Officer

MMM:JCL:AP:VP:PP

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## **Background**

### Science to Achieve Results (STAR) Program

On June 9, 2014, U.S. EPA, as part of its STAR Program, solicited applications proposing research on empowering communities and individuals to take action to avoid air pollution exposure, using low-cost portable air pollution sensors. South Coast AQMD's proposal to provide California communities with the knowledge necessary to appropriately select, use and maintain sensors and interpret sensor data was awarded one of these research grants. On October 7, 2016, the Board recognized and appropriated \$749,820 from the U.S. EPA for this study. As part of this program, the South Coast AQMD contracted with Mazama Science for \$71,800 to develop a suite of open-source tools to support data access, data analysis and data visualization of air quality information by communities and citizen scientists. Upon review, it was determined that this software contract for \$71,800 needs to be re-classified as a capital outlay rather than a professional services contract.

### AB 617 Program

Staff has also been collaborating with Aeroqual to deploy 110 AQY sensors for measuring PM2.5, ozone and NO2 in Southern California communities and developing algorithms and calibration procedures to ensure the reliability of the data from the sensor network. As part of this collaboration, which has already resulted in a journal publication, Aeroqual has agreed to provide all 110 AQY sensors to continue this work and conduct community monitoring. After almost two years of operation, critical parts and components of these sensors need to be replaced and upgraded before these sensors can be used to conduct monitoring in AB 617 communities.

In January, June and December 2018, the Board recognized revenue from CARB for AB 617 expenditures and approved adding new positions and funding allocations for contracts, equipment purchases (capital outlays) and other services and supplies for AB

617 work. In July 2018, the Board approved a list of four communities for CARB's consideration for first-year AB 617 communities. In September 2018, the CARB Board selected 10 communities statewide for emissions monitoring and/or community emissions reduction plans, including three communities for the South Coast Air Basin (Basin): Wilmington/West Long Beach/Carson; East Los Angeles/Boyle Heights/West Commerce; and San Bernardino/Muscoy. All three communities have Community Air Monitoring Plans and draft Community Emission Reduction Plans (CAMPs and CERPs, respectively). Community Steering Committees have been formed for each area, and South Coast AQMD has been working with these Community Steering Committees to gather input and feedback for developing CAMPs and CERPs for each community. The December 2018 Board action included approval to purchase initial monitoring equipment using first-year AB 617 funding including three aethalometers. Community air monitoring began before the July 1, 2019 implementation deadline.

#### AQ-SPEC

Since 2014, when AQ-SPEC was created, staff has been conducting field and laboratory evaluation of commercially available low-cost sensors using state-of-the-art equipment including a characterization chamber. In addition, staff has begun deploying sensor networks in Southern California communities and has developed calibration procedures to improve the quality of the collected sensor data. In December 2018, the Board appropriated \$450,000 for development of the first half of an environmental chamber for initiating a sensor performance verification program and developing a pilot program for a sensor library for communities. In April 2019, the Board appropriated an additional \$450,000 for the remaining estimated costs to develop the chamber system and approved release of RFP #P2019-20 to solicit proposals for the chamber development, but the Board letter inadvertently did not seek authority to execute a contract up to the revised amount of \$900,000.

#### **Outreach**

##### AQ-SPEC

In accordance with South Coast AQMD Procurement Policy and Procedure, a public notice advertising RFP #P2019-20 for the development of a fully-integrated characterization chamber system for testing air monitoring sensor devices and inviting bids was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the Basin.

Additionally, potential bidders may have been notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP was emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associates, and placed on the Internet at South Coast AQMD's website (<http://www.aqmd.gov>).

## **Bid Evaluation**

### **AQ-SPEC**

Both RJ Lee Group, Inc., and Ambilabs LLC submitted proposals for the development of a fully-integrated characterization chamber system for testing air monitoring sensor devices by the May 8, 2019 closing date of the RFP (#P2019-20). Both proposals were evaluated but only the RJ Lee Group, Inc.'s proposal met the minimum technical score of 64 points and was deemed to be qualified. RJ Lee Group, Inc. offered the most favored customer pricing status for which they were awarded two additional points. The evaluation scores are shown below:

<b>Proposer</b>	<b>Technical Score</b>	<b>Cost Score</b>	<b>Additional Points</b>	<b>Total Score</b>
Ambilabs LLC	30.9	N/A	N/A	N/A
RJ Lee Group	64.3	20	2.0	86.3

## **Panel Composition**

### **AQ-SPEC**

The evaluation panel consisted of three South Coast AQMD staff: one Program Supervisor, one Air Quality Specialist and one Air Quality Instrument Specialist II. Of the three panelists, one is Caucasian and two Asian-Pacific Islanders; two are male and one is female.

## **Proposal**

### **STAR Program**

This action is to transfer up to \$71,800 from the General Fund Services & Supplies Major Object to the Capital Outlays Major Object in Science & Technology Advancement's FY 2019-20 Budget (Org 43) to reclassify the Mazama Science contract as an intangible asset (capital outlay) for the U.S. EPA STAR Program.

### **AB 617 Program**

These actions are to appropriate funds up to \$240,000 into Science & Technology Advancement's FYs 2019-20 and/or 2020-21 Budgets, Capital Outlays and Services and Supplies Major Objects, to reallocate estimated expenditures for the AB 617 program from the December 2018 Board letter (see Table 1). These allocations are further described below.

### *Purchase Orders*

Based on an assessment of the AB 617 program, including input from multiple Community Steering Committee meetings, staff proposes to use \$105,000 to purchase up to seven microAeth® Model MA350 black carbon analyzers instead of three aethalometers. The black carbon analyzers that will be used are designed with a weather-proof enclosure, cellular connectivity and batteries for outdoor deployments, providing a more versatile tool for fenceline monitoring. Staff also proposes to allocate \$85,000 to upgrade South Coast AQMD's Aeroqual AQY sensor network. The optical and metal oxide sensors that comprise the most critical part of these low-cost devices have a limited lifetime, and the proposed upgrade, which also includes other parts and components, is necessary before this sensor network can be used to conduct further monitoring in Southern California communities.

This action is to authorize the Procurement Manager, in accordance with South Coast AQMD Procurement Policy and Procedure, to execute two sole source purchase orders for: 1) up to seven microAeth® MA350 black carbon analyzers, manufactured by AethLabs, in an amount not to exceed \$105,000 for the purpose of fenceline and community air monitoring within AB 617 communities; and 2) replacement parts from Aeroqual, Ltd., in an amount not to exceed \$85,000 to upgrade South Coast AQMD's network of 110 Aeroqual AQY sensors. This measurement equipment will be used for AB 617 implementation and is only available from single manufacturers or vendors.

### *Contracts*

Aeroqual, Inc., has been collaborating with staff on developing calibration procedures for a network of 110 AQY sensors in the Basin. To develop and validate these calibration methods, there is a need to execute a contract with Aeroqual, Inc. This work and the data that will result from the deployment of these AQY sensors will be used to generate high-resolution air quality maps in AB 617 communities. This action is to authorize the Executive Officer to execute a sole source contract with Aeroqual, Inc., for up to \$50,000 for low-cost sensor network development and deployment in AB 617 communities.

### AQ-SPEC

This action is to authorize the Executive Officer to execute a contract with RJ Lee Group, Inc., for up to \$900,000 to develop a characterization chamber system for testing air monitoring sensor devices to initiate a sensor performance verification program and sensor loaner library for communities.

### **Sole Source Justification**

Section VIII.B.2 of the Procurement Policy and Procedure identifies provisions under which sole source awards can be made. The requests for sole source awards for both the purchase orders and contract are made under provision VIII.B.2.c.(1), the desired services are available from only the sole source based on the unique experience and

capabilities of the proposed contractor or contractor team; and (2) the project involves the use of proprietary technology.

AethLabs is currently the only manufacturer of a self-contained instrument with built-in pump, data storage and battery for continuous measurement of black carbon. This is the only commercially available solution for conducting black carbon measurements on street poles and along fencelines with low maintenance and infrequent site visits.

Aeroqual, Ltd., is currently the only manufacturer of AQY sensors for PM2.5, ozone and NO2 monitoring, and replacement parts from these devices can only be purchased from this vendor.

The calibration procedures and methods Aeroqual and staff have been working on involve the use of proprietary algorithms and other intellectual property. Aeroqual, Inc., is the only contractor capable of delivering very high quality PM2.5, ozone, NO2, temperature and relative humidity sensor data using a scalable stationary platform that combines leading-edge sensor technology and machine learning.

### **Benefits to South Coast AQMD**

The contracts and equipment described in this Board letter will allow South Coast AQMD to fulfill the goals and objectives of the U.S. EPA STAR Program and the legislative directives of AB 617, resulting in benefits to environmental justice communities and all residents in the Basin. The development of an open source data analysis for sensors, sensor network for community monitoring, calibration procedures for sensor networks, and a performance verification and sensor library program will provide new tools, resources and information for stakeholders. This will also strengthen South Coast AQMD's role as the leading agency in the area of air quality sensor development and applications.

### **Resource Impacts**

Funding from U.S. EPA and CARB will provide sufficient resources to implement the STAR and AB 617 programs.

### **Attachments**

Table 1 - Proposed AB 617 Reallocations from the December 2018 Board Letter #10

Table 2 - FYs 2019-20 and/or 2020-21 Proposed Capital Outlay Expenditures for AB 617

Table 3 - FYs 2019-20 and/or 2020-21 Proposed Services and Supplies Expenditures for AB 617

Table 4 - FYs 2019-20 and/or 2020-21 Proposed Contracts for AB 617



**Table 1**  
**Proposed AB 617 Reallocations from the December 2018 Board Letter #10**

<b>December 2018 Board Letter #10</b>	<b>Estimated Amount</b>	<b>Proposal</b>	<b>Estimated Amount</b>
Table 7 - Capital Outlays Aethalometers (black carbon analyzers) (Qty 3)	(\$105,000)	Table 2 - AethLab microAeth® MA350 (black carbon analyzers) (Up to 7)	\$105,000
Table 8 - Services & Supplies Miscellaneous*	(85,000)	Table 3 - Aeroqual, Ltd. Replacements parts for AQY sensors (up to 110)	85,000
Table 8 - Services & Supplies Miscellaneous*	(50,000)	Table 4 - Aeroqual, Inc. Develop and validate calibration procedures for low-cost sensors	50,000
<b>Total</b>	<b>(\$240,000)</b>		<b>\$240,000</b>

\*Total amount for the Miscellaneous Account in the December 2018 Board letter is \$215,000.

**Table 2**  
**FYs 2019-20 and/or 2020-21 Proposed Capital Outlay Expenditures for AB 617**

<b>Description</b>	<b>Org Unit</b>	<b>Account</b>	<b>Quantity</b>	<b>Estimated Amount</b>	<b>Contracting Method</b>
AethLab microAeth® MA350 black carbon analyzers	STA	77000	Up to 7	\$105,000	Sole Source
<b>Total</b>				<b>\$105,000</b>	

Note: Listed expenditures may be appropriated in the Services and Supplies Major Object as warranted. Also, quantities may be adjusted as community monitoring needs are identified (not to exceed total estimated amount).

**Table 3**  
**FYs 2019-20 and/or 2020-21 Proposed Services and Supplies**  
**Expenditures for AB 617**

<b>Description</b>	<b>Org Unit</b>	<b>Account</b>	<b>Quantity</b>	<b>Estimated Amount</b>	<b>Contracting Method</b>
Aeroqual, Ltd. Replacements parts for AQY sensors	STA	68300	Up to 110	\$85,000	Sole Source
<b>Total</b>				<b>\$85,000</b>	

**Table 4**  
**FYs 2019-20 and/or 2020-21 Proposed Contracts for AB 617**

<b>Contractor</b>	<b>Description</b>	<b>Org Unit</b>	<b>Account</b>	<b>Estimated Amount</b>
Aeroqual, Inc.	Develop and validate calibration procedures for low-cost sensors	STA	67450	\$50,000
RJ Lee Group, Inc.	Environmental Chamber	STA	77000	\$900,000*
			<b>Total</b>	<b>Up to \$950,000</b>

\*Estimated amount may be appropriated in the Services & Supplies Major Object as specific needs are identified.



# South Coast Air Quality Management District

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Item 14

## LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, JUNE 14, 2019 MEETING MINUTES

### MEMBERS PRESENT:

Ben Benoit, Council Member and LGSBA Chairman  
V. Manuel Perez, Supervisor, Fourth District, Riverside County  
Rachelle Arizmendi, Mayor Pro Tempore, City of Sierra Madre  
Paul Avila, P.B.A. & Associates  
Geoffrey Blake, Metal Finishers of Southern California  
LaVaughn Daniel, DancoEN  
John DeWitt, JE DeWitt, Inc.  
Bill LaMarr, California Small Business Alliance  
Eddie Marquez, Roofing Contractors Association  
Carlos Rodriguez, Council Member, City of Yorba Linda  
David Rothbart, Los Angeles County Sanitation District

### MEMBERS ABSENT:

Janice Rutherford, Supervisor, Second District, San Bernardino County  
Felipe Aguirre  
Todd Campbell, Clean Energy  
Cynthia Moran, Mayor, City of Chino Hills  
Rita Loof, RadTech International

### OTHERS PRESENT:

Ruth Ann, Board Member Consultant  
Terry Ahn, Orange County Sanitation District

### SOUTH COAST AQMD STAFF:

Derrick Alatorre, Deputy Executive Officer  
Fabian Wesson, Assistant Deputy Executive Officer  
Nancy Feldman, Principal Deputy District Counsel  
Mark Henninger, Information Technology Manager  
Michael Morris, Planning & Rules Manager  
Carol Gomez, Planning & Rules Manager  
Philip Crabbe III, Public Affairs Manager  
Lane Garcia, Program Supervisor  
De Groeneveld, Sr. Information Technology Specialist  
Elaine-Joy Hills, AQ Inspector II  
Van Doan, AQ Inspector II  
Julie Valencia, Radio Telephone Operator

### **Agenda Item #1 - Call to Order/Opening Remarks**

Chair Ben Benoit called the meeting to order at 11:36 a.m. and introduced a new member of the Local Government & Small Business Assistance Advisory Group, Mr. Carlos Rodriguez.

### **Agenda Item #2 – Approval of March 8, 2019 Meeting Minutes/Review of Follow-Up/Action Items**

Chair Benoit called for approval of the March 8, 2019 meeting minutes. The minutes were approved unanimously.

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

Mr. Derrick Alatorre stated that there are no follow up or action items.

### **Agenda Item #4 – Online Subscription Services**

Mr. Mark Henninger and Mr. Michael Morris presented on South Coast Air Quality Management District's (South Coast AQMD) online subscription services.

Mr. David Rothbart asked if emails are already in the system or they need to be transferred. Mr. Morris replied that emails need to be transferred. At this point in the rule development process, notifications have been sent. However, email updates need to be added to this process.

Mr. Bill LaMarr asked if there are any reminders sent to companies to update South Coast AQMD when the contact information changes. Mr. Morris stated that adding reminders into the program is a great suggestion. Currently, the companies are contacted after several unsuccessful email deliveries.

Chair Benoit suggested that it is effective to set up an email box dedicated to notifications and allowing it to be accessible by multiple staff members.

Ms. Fabian Wesson suggested that it is effective to request that companies update South Coast AQMD if a new staff member assumes the designated title that is listed.

Mr. Rodriguez asked how many stakeholders are currently receiving the notifications. Mr. Morris replied that it depends on the rule development process, it could be from hundreds to tens of thousands of interested stakeholders. Approximately 30,000 stakeholders were notified regarding this topic. Councilman Rodriguez asked when this transition will occur and if it is an opt-in. Mr. Morris stated that the goal is 2022 and confirmed that it will be an opt-in.

### **Agenda Item #5 – Update on AB 2766**

Ms. Carol Gomez provided an update on the Assembly Bill (AB) 2766 subvention fund program.

Mr. John DeWitt asked if emission reductions were determined by air monitoring data or calculations. Ms. Gomez responded that there are air monitors throughout the South Coast AQMD region. However, they don't measure emission reductions for specific projects. Mr. LaMarr asked if air monitoring data indicates overall emission reductions. Ms. Gomez replied yes.

Mr. Alatorre asked for an explanation as to why the results are for fiscal year (FY) 2016-17 and not 2018-19. Ms. Gomez explained that the reports are for the previous fiscal year because of the time required to collect, analyze, and report the data.

Mr. Paul Avila asked if the cities and counties have total latitude on how to spend the funds they receive. Ms. Gomez stated that the funds have to be spent in any of the 11 listed categories related to mobile emission reductions.

Mr. LaMarr referenced the slide on financial summary and commented that Los Angeles County received the most funding. Ms. Gomez stated that the funding was based on population.

Chair Benoit stated that cities also receive funding based on population.

Mr. LaMarr asked if any of the funds will be used for AB 617 implementation. Ms. Gomez responded the funds could be used for AB 617 implementation if the projects fall within any of the 11 listed categories and if that is how the local government chooses to use their allocation.

Mr. Rothbart referenced the slide on program summary and commented that the nitrogen oxide (NOx) reduction accounted for 1/3 of the total emissions reduced. Mr. Rothbart asked why this program is not State Implementation Plan (SIP) approved. Ms. Gomez responded that this program is not SIP-approved because some projects are claimed in other projects, so they can't be double counted and others are part of Rule 2202 implementation.

Ms. Rachelle Arizmendi referenced the slide on the history of emissions reduced and asked how the emission reductions for previous years compare to FY 2016-17 if the revised methodology was used. Ms. Gomez responded that the results would likely be similar.

Mr. Rodriguez referenced the slide on the history of emissions reduced and asked if the amount of emissions reduced for FY 2016-17 would be the new norm. Ms. Gomez replied yes. Mr. Rodriguez referenced slide #14 on project implementation and asked what 61% of projects quantified meant. Ms. Gomez stated that local governments are encouraged to apply the funds towards quantifiable projects that obtain emission reductions, and the 61% typically stays the same.

Chair Benoit asked if the project categories were set up legislatively. Ms. Gomez replied yes.

Mr. Avila asked why results from the Winfrey methodology are no longer precise. Ms. Gomez explained that the emission factors changed over time, but the methodology was not updated to reflect that change.

Ms. LaVaughn Daniel asked how the cost-effectiveness of \$25.37 per pound of emissions reduced compares to other South Coast AQMD programs. Mr. Lane Garcia responded that a comparison of different programs were not completed. Mr. Garcia stated that the guidance from the legislation is to achieve approximately \$10 per pound of emissions reduced; however, that's not a requirement.

Mr. Rodriguez referenced slide #11 on the financial summary and asked if the remaining undesignated funds of \$8.4 million is for all four counties. Ms. Gomez replied yes. Mr. Rodriguez asked, if there is a list of cost-effective projects that could be used as a guide. Ms. Gomez indicated there is a list of projects and its respective cost-effectiveness included in the AB 2766 annual report, available on the South Coast AQMD website. Mr. Rodriguez asked if the Southern California Association of Governments (SCAG) reviewed any of those projects and provided its recommendations. Ms. Gomez stated that during the AB 2766 training courses, staff highlights the preferred projects.

#### **Agenda Item #6 – Public Nuisance**

Ms. Nancy Feldman provided an overview on public nuisance enforcement.

Mr. Avila asked for clarification on what a considerable number of persons is. Ms. Feldman responded that it could not be clarified as it is not a legal standard. This is only a general guideline for enforcement purposes, which could be modified when necessary.

Mr. Rothbart asked if there are complaint response guidelines. Ms. Feldman stated yes.

Mr. La Marr asked how inspectors are able to verify the problem with six different complainants if inspectors are unable to solicit complaints. Ms. Feldman stated that inspectors do not go door to door to solicit complaints; however, they are notified when complaints are reported to South Coast AQMD.

Mr. Avila asked if complaints regarding homeless people are reported to South Coast AQMD. Ms. Feldman replied no, those are reported to the city.

Mr. Rothbart asked if there is a threshold where complaints are not investigated. Ms. Feldman responded that all complaints reported to South Coast AQMD are investigated. Mr. Rothbart suggested that businesses should be notified if there is a complaint against them. Ms. Feldman stated that as part of the complaint investigation, the businesses are typically inspected or notified.

Mr. Geoffrey Blake asked if the leak at the Aliso Canyon Natural Gas Storage Facility is from a tank. Ms. Feldman responded the leak was from an underground gas well.

Mr. LaMar asked if the Notice of Violation (NOV) issued was for violating Rule 402 for four months. Ms. Feldman replied yes, only one NOV was issued.

Mr. Rothbart asked what actions follow a NOV if a facility continues to be in violation. Ms. Feldman stated that a petition for an Order for Abatement is filed with the South Coast AQMD Hearing Board against facilities with ongoing issues.

#### **Agenda Item #7 –Monthly Report on Small Business Assistance Activities**

No comments.

#### **Agenda Item #8 - Other Business**

Mr. LaMarr asked if funds are still available in the Dry Cleaner Grant Program and what machines are qualified. Ms. Wesson replied yes and stated that Mr. Ricardo Rivera will contact Mr. LaMarr.

*Action item: Provide information regarding Dry Cleaner Grant Program.*

Mr. Avila requested a presentation on the Cap-and-Trade program.

*Action item: Agendize a presentation on the Cap-and-Trade program.*

Mr. John DeWitt asked for the number of remaining pending permit applications.

*Action item: Provide information regarding permit backlog reduction.*

**Agenda Item #9 - Public Comment**

There was no public comment.

**Agenda Item #10 – Next Meeting Date**

The next regular Local Government & Small Business Assistance Advisory Group meeting is scheduled for Friday, July 19, 2019 at 11:30 a.m.

**Adjournment**

The meeting adjourned at 12:56 p.m.