

BOARD MEETING DATE: January 5, 2018

AGENDA NO. 7

PROPOSAL: Amend Contract for Consultant Services for SCAQMD
Environmental Justice Outreach and Initiatives

SYNOPSIS: The current contract with Lee Andrews Group, Inc., for environmental justice efforts conducted for the Environmental Justice Community Partnership, expires on February 24, 2018. Based on the firm's effective performance during their current contract, this action is to approve the second one-year extension of the consultant's contract for Calendar Year 2018, at the current contract amount.

COMMITTEE: Administrative, December 8, 2017; Recommended for Approval

RECOMMENDED ACTIONS:

1. Transfer and appropriate \$160,000 from the BP Arco Settlement Project Fund (46) to the Legislative, Public Affairs & Media FY 2017-18 Budget, Services and Supplies Major Object, Professional & Specialized Services account; and
2. Approve a one-year extension of the contract with Lee Andrews Group, Inc. at the current contract amount of \$160,000.

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Executive Officer

DA:MC:DIA:jf

Background

In February of 2015, Board Chairman Dr. William Burke launched the Environmental Justice Community Partnership (the Partnership), to strengthen SCAQMD's relationships with stakeholders in environmental justice communities, and to leverage those ties toward identifying and addressing environmental justice issues impacting community members. In October of 2015, Lee Andrews Group Inc. (LA Group) was contracted to support outreach efforts for the Partnership. Throughout 2017, LA Group supported SCAQMD in coordinating the following events:

- 1. Four (4) Meetings of the Environmental Justice Community Partnership Advisory Council:** The Advisory Council assisted with the creation and implementation of air quality related workshops to help address the needs of environmental justice communities in Los Angeles, Orange, Riverside, and San

Bernardino counties. LA Group supported SCAQMD with identifying and recruiting individuals to be part of the advisory council, coordinating meeting logistics, and implementing members' feedback into the execution of multiple events.

- 2. Five (5) Environmental Justice Community Partnership Workshops:** Two workshops provided community members and stakeholders with opportunities to learn about SCAQMD and share their concerns about air quality issues in their communities. The information collected during these workshops will help SCAQMD strengthen its relationships with the public and businesses it serves. A third workshop was an Inter-Agency Workshop on Environmental Complaints, which brought together environmental justice leaders and executives from multiple federal, state, and local government agencies to discuss how they can better collaborate on processing environmental complaints. LA Group supported SCAQMD with coordinating the logistics of each workshop such as identifying venue locations, managing registration, and sourcing vendors. LA Group also communicated with workshop partners to better address the needs of each community. Two more workshops are scheduled in January and February of 2018, under the 2017 contract.
- 3. One (1) Environmental Justice Bus Tour:** Staff led approximately 40 students from Urban Planning classes at California State University Los Angeles on a bus tour of environmental justice areas in Boyle Heights and near the Port of Long Beach. The tour provided a clear example of environmental justice challenges facing those communities and provided insight into some of the technology solutions to those challenges. LA Group supported SCAQMD with coordinating the logistics of the tour, such as identifying venue locations and seeking guest speakers.
- 4. One (1) Environmental Justice Conference:** The day-long forum engaged stakeholders from impacted communities, academic researchers, health professionals, and others focused on the need to protect and improve the region's air quality. LA Group supported SCAQMD with the logistics of the event and sourcing of vendors. LA Group also helped identify potential speakers, panelists, and sponsors.

LA Group effectively collaborated with SCAQMD staff in executing the different requirements of the contract for the Environmental Justice Community Partnership, and as a result, helped advance the SCAQMD Board's environmental justice interests and policies. Their ability to gather key information in a timely manner was critical to the Agency's objectives.

In summary, the LA Group is an effective consulting team for SCAQMD. Their event planning skills strengthen the SCAQMD's ability to support the Board's environmental justice priorities. At this critical point in time, it is important that the momentum on stakeholder partnerships with environmental justice groups continue in the coming year as we work towards achieving clean air objectives in disproportionately impacted communities, consistent with SCAQMD's mission and goals.

Proposal

The contract with the LA Group expires on February 24, 2018. SCAQMD staff is extremely satisfied with the performance of the firm and recommends the Board retain them for Calendar Year 2018. The present contract, originated through a competitive selection process, has an option for up to two one-year extensions that may be exercised at the Board's discretion pursuant to the original RFP. This proposal is to approve the second one-year extension for the contract.

Resource Impacts

Sufficient funding will exist for this contract upon the transfer of \$160,000 from the BP Arco Settlement Project Fund (46) to the Legislative, Public Affairs & Media FY 2017-18 Budget, Services and Supplies Major Object, Professional & Specialized Services account. The BP ARCO Settlement Projects Fund (46) as of October 2017 has a balance of \$12,348,799 excluding any Board actions that have not yet been encumbered.