

BOARD MEETING DATE: May 1, 2020

AGENDA NO. 5

PROPOSAL: Recognize Revenue, Appropriate and Transfer Funds for Air Monitoring Programs, and Issue an RFQ and Purchase Orders for Air Monitoring Equipment and One Vehicle

SYNOPSIS: South Coast AQMD is expected to receive grant funds up to \$688,945 from U.S. EPA for the PM2.5 Program and up to \$1,750,000 from the U.S. Government for the Enhanced Particulate Monitoring Program. These actions are to recognize revenue and appropriate funds for the PM2.5 and Enhanced Particulate Monitoring Programs, transfer up to \$300,000 between Major Objects in Science & Technology Advancement's FY 2020-21 Budget to realign expenditures for the Enhanced Particulate Monitoring Program, and issue an RFQ and purchase orders for air monitoring equipment and one vehicle.

COMMITTEE: No Committee Review

RECOMMENDED ACTIONS:

1. Recognize revenue up to \$648,787 and appropriate funds up to \$648,787, upon receipt, into the FYs 2019-20 and/or 2020-21 Budgets in the General Fund (Fund 01) as set forth in Attachment 1 and further detailed in Attachments 2 and 3.
2. Transfer up to \$300,000 from Science & Technology Advancement's FY 2020-21 Budget, Salaries and Employee Benefits Major Object (Org 44), to Services and Supplies Major Object (Org 47), Temporary Agency Account, to realign expenditures, as needed, for the FY 2020-21 Enhanced Particulate Monitoring Program.
3. Issue an RFQ and authorize the Procurement Manager, in accordance with South Coast AQMD Procurement Policy and Procedure, to issue a purchase order based on the results of the RFQ process, 'prior bid, last price,' or cooperative agreement for one low emission vehicle (sedan, truck or van) not to exceed \$30,000, as listed in Table 1 and further described in this letter.

4. Authorize the Procurement Manager, in accordance with South Coast AQMD Procurement Policy and Procedure, to issue sole source purchase orders for the following, as listed in Table 2 and further described in this letter:
 - a. Up to two Partisol PM2.5 FRM monitors not to exceed \$42,000; and
 - b. One Met One PM2.5 FEM Monitor not to exceed \$21,000.

Wayne Nastri
Executive Officer

MMM:JCL:RMB

Background

PM2.5 Program

Since 1998, U.S. EPA has provided funds under Section 103 for a comprehensive PM2.5 Air Monitoring Program. To date, there are 19 ambient monitoring stations in the South Coast Air Basin (Basin) operating 23 Federal Reference Method (FRM) PM2.5 monitors under U.S. EPA funding and 15 Federal Equivalent Method (FEM/Non-FEM) PM2.5 continuous monitors. In addition, U.S. EPA has supported the expansion of the network to collect ongoing PM2.5 mass and chemical speciation at several sites within the Basin. The chemical speciation of fine particulate matter helps with the characterization of PM2.5 sources, air quality conditions and health impacts. South Coast AQMD is expected to receive up to \$688,945 from U.S. EPA for the annually funded PM2.5 Program.

Enhanced Particulate Monitoring Program

South Coast AQMD has been providing enhanced particulate monitoring support as part of a national monitoring program since 2003. Sample collection began in February 2003 and will continue for the foreseeable future. South Coast AQMD is expected to receive up to \$1,750,000 from the U.S. Government for the annually funded Enhanced Particulate Monitoring Program.

Proposal

The federal revenue to be recognized and FYs 2019-20 and/or 2020-21 appropriations are summarized in Attachment 1 and further described in Attachments 2 and 3.

PM2.5 Program (FYs 2019-20 and/or 2020-21)

U.S. EPA is expected to provide Section 103 Grant funding in an amount up to \$688,945 for the continuation of the PM2.5 Program through March 31, 2021. Revenue for this grant in the amount of \$461,000 for Salaries and Benefits has already been included in the budget. This action is to recognize the remaining revenue up to \$227,945 into the FYs 2019-20 and FY 2020-21 Budgets and appropriate up to \$227,945 into

Science & Technology Advancement's FYs 2019-20 and/or 2020-21 Budgets, as set forth in Attachment 2.

Enhanced Particulate Monitoring Program (FYs 2019-20 and/or 2020-21)

The South Coast AQMD is expected to receive funding from the U.S. Government for the ongoing Enhanced Particulate Monitoring Program through February 28, 2021 (ten-month period), in an amount up to \$1,750,000. This action is to recognize revenue up to \$420,842 into the FYs 2019-20 and/or 2020-21 Budget (\$1,329,158 for Salaries, Benefits, and indirect costs was already included in the FYs 2019-20 and/or 2020-21 Budget) and appropriate up to \$420,842 into Science & Technology Advancement's FYs 2019-20 and/or 2020-21 Budget, Services & Supplies and Capital Outlays Major Objects, as set forth in Attachment 3.

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

Vehicle

At the outset of the Enhanced Particulate Monitoring Program over 14 years ago, several dedicated vehicles were purchased to meet the mileage intensive needs of the program. Two of these original vehicles have now been driven over 200,000 miles, and two other vehicles were in accidents and have been surplused. The U.S. Department of Homeland Security, which is the funding agency for this program, concurs that replacing one of these vehicles is appropriate. Staff proposes replacement of one vehicle with the lowest possible emissions at an estimated cost of \$30,000 through an RFQ process, "Prior Bid, Last Price," or a Cooperative Purchasing agreement. Low emission vehicles are available from vendors through cooperative purchasing under the State of California, Department of General Services, Procurement Division, and Alternative Fueled Vehicles Contract 1-18-23-23A-H. A low emission sedan, truck and/or van will be selected from the vendor on the list with the most competitive price for these types of vehicles. The cost of the vehicle will not exceed \$30,000 (see Table 1).

Proposed Purchases through Sole Source Purchase Orders

Partisol PM2.5 FRM Monitor

The U.S. EPA Section 103 Grant award includes one-time funding for the purchase of two FRM sequential PM2.5 monitors from Thermo Fisher Scientific, Inc. The Partisol PM2.5 monitor is the only commercially available FRM sampler still in use in South Coast AQMD's air monitoring network, and it is the only monitor that would allow South Coast AQMD to satisfy U.S. EPA collocation requirements, which specifies that new FRM samplers added to the network must use the same sampler/method code as those that are already in operation. The cost of the samplers will not exceed \$42,000 (see Table 2).

Met One PM2.5 FEM Monitor

The U.S. EPA Section 103 PM2.5 Grant award includes one-time funding for the purchase of a Met One PM2.5 FEM monitor. The Met One PM2.5 FEM monitor is the only commercially available FEM monitor that would allow South Coast AQMD to satisfy the U.S. EPA collocation requirement, which specifies that new FEM monitors added to the network must use the same monitor/method code as those that are already in operation. The cost of the monitor will not exceed \$21,000 (see Table 2).

Sole Source Justification

Section VIII.B.3 of the Procurement Policy and Procedure identifies four major provisions under which a sole source award funded, in whole or in part with federal funds, may be justified. Specifically, this request for sole source award is made under the provision B.3.a.: The item is available only from a single source. The Partisol PM2.5 FRM monitor from Thermo Fisher Scientific, Inc., is the only instrument that would allow South Coast AQMD to satisfy U.S. EPA collocation requirements, which dictate that new FRM samplers added to the network must use the same sampler/method code as those that are already in operation within the network. Similarly, the Met One Inc. PM2.5 FEM Monitor is the only manufacturer of a real-time, continuous PM2.5 mass monitor that employs a unique “in-situ” sampling technique that would allow South Coast AQMD to satisfy U.S. EPA collocation requirements, which dictate that new FEM monitors added to the network must use the same sampler/method code as those that are already in operation within the network.

Resource Impacts

EPA Section 103 Grant funding will support the continuation of the PM2.5 Monitoring Program, including equipment and services and supplies necessary to meet the objectives of the PM2.5 Monitoring Program.

U.S. Government funding will support the Enhanced Particulate Monitoring Program.

Table 1
Proposed Purchase through an RFQ Process, 'Prior Bid, Last Price,' or
Cooperative Agreement Purchase Order

Description	Qty	Funding Source	Estimated Cost
Vehicle	1	U.S. Government FY 2020-21	\$30,000
Total			Not to Exceed \$30,000

Table 2
Proposed Purchases through Sole Source Purchase Orders

Description	Qty	Funding Source	Estimated Cost
Partisol PM2.5 FRM Monitor	Up to 2	PM2.5 FY 2020-21	\$42,000
Met One PM2.5 FEM Monitor	1	PM2.5 FY 2020-21	\$21,000
Total			Not to Exceed \$63,000

Attachments

1. Proposed Federal Revenues and Expenditures for FYs 2019-20 and/or 2020-21
2. Proposed PM2.5 Expenditures for FYs 2019-20 and/or 2020-21
3. Proposed Enhanced Particulate Monitoring Expenditures for FYs 2019-20 and/or 2020-21

Attachment 1
Proposed Federal Revenues and Expenditures for FYs 2019-20 and/or 2020-21

Fiscal Year	Funding Agency	Program Name	Proposed Revenues	Proposed Services & Supplies and Capital Outlay Expenditures	Detailed Appropriations
FYs 2019-20 and/or 2020-21	EPA-Section 103	PM2.5 Program	\$688,945	\$227,945	Attachment 2
FYs 2019-20 and/or 2020-21	U.S. Govt.	Enhanced Particulate Monitoring	\$1,750,000	\$420,842	Attachment 3
			\$2,438,945	\$648,787	

The difference between the proposed revenue and expenditure amounts is due to Salaries, Benefits, and indirect costs already included in the FYs 2019-20 and 2020-21 Budgets.

Attachment 2
Proposed PM2.5 Expenditures for FYs 2019-20 and/or 2020-21

Account Description	Account Number	Program Code	Estimated Expenditures*
Services & Supplies Major Object:			
Rents and Leases Structure	67350	47500	\$10,000
Maintenance of Equipment	67600	47500	63,500
Building Maintenance Operation	67650	47500	10,000
Travel	67800	47500	6,000
Laboratory Supplies	68050	47500	62,500
Office Expense	68100	47500	2,945
Small Tools, Instruments, Equipment	68300	47500	10,000
Total Services & Supplies Major Object:			\$164,945
Capital Outlays Major Object:			
Partisol PM2.5 FRM Monitor (2)	77000	47500	\$42,000
MET One PM2.5 FEM Monitor (1)	77000	47500	21,000
Total Capital Outlays Major Object:			\$63,000
Total Appropriations:			
			\$227,945

Note: Salaries and Benefits are already included in the FYs 2019-20 and 2020-21 Budgets.

*Funds not expended by June 30, 2020, will be carried over to FY 2020-21.

Attachment 3
Proposed Enhanced Particulate Monitoring Expenditures for
FYs 2019-20 and/or 2020-21

Account Description	Account Number	Program Code	Estimated Expenditures*
Salaries & Employee Benefits Major Object:			
Overtime	52000	44505	\$41,956
Total Salaries & Employee Benefits Major Object:			\$41,956
Services & Supplies Major Object:			
Temporary Agency Services	67460	47505	\$255,000
Maintenance of Equipment	67600	47505	1,000
Building Maintenance Operation	67650	47505	417
Auto Mileage	67700	47505	90,885
Clothing and Safety Equipment	68000	47505	417
Office Expense	68100	47505	167
Small Tools, Instruments, Equipment	68300	47505	1,000
Total Services & Supplies:			\$348,886
Capital Outlays Major Object:			
Vehicle (1)	77000	47505	\$30,000
Total Capital Outlays:			\$30,000
Total Appropriations:			\$420,842

Note: Salaries, Benefits and Indirect Costs are included in the FYs 2019-20 and 2020-21 Budget.

*Funds not expended by June 30, 2020, will be carried over to FY 2020-21.