

BOARD MEETING DATE: June 6, 2025

AGENDA NO. 9

PROPOSAL: Recognize Revenue, Appropriate and Transfer Funds, Issue Solicitation and Purchase Order for One Vehicle

SYNOPSIS: South Coast AQMD is expected to receive up to \$2,238,000 from the U.S. Government for the Enhanced Particulate Monitoring Program. This action is to recognize revenue, appropriate and transfer funds between Major Objects in the Monitoring and Analysis Budget to realign expenditures and issue a solicitation and purchase order for one vehicle.

COMMITTEE: Administrative, May 9, 2025; Recommended for Approval

RECOMMENDED ACTIONS:

1. Recognize revenue in the General Fund up to \$480,000 and appropriate up to \$480,000 from the Undesignated (Unassigned) fund balance upon receipt (\$1,758,000 for Salaries and Employee Benefits is already included in the budget) into the Monitoring and Analysis (MAD) FY 2024-25 and/or FY 2025-26 Budgets, Services & Supplies and Capital Outlays Major Object, as set forth in Attachment 1;
2. Transfer up to \$350,000 between MAD's FY 2024-25 and/or FY 2025-26 Budgets, Salaries and Employee Benefits Major Object (Org. 46), and Services & Supplies Major Object (Org. 47), Temporary Agency Services account as needed to realign expenditures for the Enhanced Particulate Monitoring Program; and
3. Authorize the Procurement Manager, in accordance with South Coast AQMD's Procurement Policy and Procedure, to issue a purchase order based on a solicitation or cooperative agreement for one vehicle, not to exceed \$45,000 as listed in Table 1.

Wayne Nastri
Executive Officer

Background

South Coast AQMD has provided enhanced particulate monitoring support as part of a national monitoring program since 2003. South Coast AQMD is expected to receive up to \$2,238,000 in grant funds from the U.S. Government for the operation and maintenance of the Enhanced Particulate Monitoring Program for FY 2024-25 and/or FY 2025-26.

The Enhanced Particulate Monitoring Program allocates dedicated vehicles as part of the annual budget to support sample collection and other operations and maintenance activities. These vehicles undergo regular replacement due to high mileage and prohibitive repair costs.

Proposal

This action is to recognize revenue upon receipt, and appropriate up to \$480,000 (\$1,758,000 for Salaries and Employee Benefits is already included in the budget) into the Monitoring and Analysis FY 2024-25 and/or FY 2025-26 budgets, as set forth in Attachment 1. Staff proposes purchasing one vehicle in an amount not to exceed \$45,000 to continue to fulfill operational needs (see Table 1). The vehicle will be selected through a solicitation process or 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 1-22-23-23A through I.

South Coast AQMD relies on temporary staffing to sustain the Enhanced Particulate Monitoring Program. This action is also to approve a transfer of up to \$350,000 from the Salaries and Employee Benefits Major Object (Org. 46) to Services & Supplies Major Object (Org. 47), Temporary Agency Services account as needed to realign expenditures for the program operations.

Resource Impacts

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

Table 1
Proposed Purchase through RFQ Process or Cooperative Agreement

Description	Qty	Funding Source	Estimated Amount
Vehicle	1	U.S. Government FY 2024-25 and/or FY 2025-26	\$45,000
Total			\$45,000

Attachment

Proposed Enhanced Particulate Monitoring Expenditures for FY 2024-25 and/or FY 2025-26.

Attachment 1
Proposed Enhanced Particulate Monitoring Expenditures for
FY 2024-25 and/or FY 2025-26

Account Description	Account Number	Program Code	Estimated Expenditures*
Salaries and Employee Benefits Major Object:			
Overtime	52000	46505	\$50,000
Total Salaries and Employee Benefits Major Object:			\$50,000
Services & Supplies Major Object:			
Temporary Agency Services	67460	47505	\$244,400
Maintenance of Equipment	67600	47505	\$1,000
Building Maintenance Operation	67650	47505	\$400
Auto Mileage	67700	47505	\$130,000
Travel	67800	47500	\$6,000
Clothing and Safety Equipment	68000	47505	\$2,000
Office Expense	68100	47505	\$200
Small Tools, Instruments, Equipment	68300	47505	\$1,000
Total Services & Supplies Major Object:			\$385,000
Capital Outlay Major Object:			
Vehicle (1)	77000	47505	\$45,000
Total Capital Outlay Major Object:			\$45,000
Total Appropriations			\$480,000

Note: Salaries, Benefits, and Indirect Costs (excluding overtime) are included in the FY 2024-25 and/or FY 2025-26 Budget.

*Funds not expended by June 30, 2025 will be carried over to FY 2025-26.