



South Coast Air Quality Management District

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

ADMINISTRATIVE COMMITTEE MEETING

Committee Members

Dr. William A. Burke, Chair
Mayor Ben Benoit, Vice Chair
Mayor Pro Tem Judith Mitchell
Dr. Clark E. Parker, Sr.

**December 14, 2018 ♦ 10:00 a.m. ♦ Conference Room CC-8
21865 Copley Drive, Diamond Bar, CA 91765**

Teleconference Location

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

(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 SCAQMD staff or a Board Member of your desire to speak. All agendas for regular meetings are posted at District 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 SCAQMD items or activities.

Dr. William A. Burke
Committee Chair

2. Chairman's Report of Approved Travel (*No Motion Required*) Dr. Burke pg. 1
3. Report of Approved Out-of-Country Travel
(*No Motion Required*) Wayne Nastri
Executive Officer
4. Review January 4, 2019 Governing Board Agenda Wayne Nastri pgs. 2-10
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. Update on SCAQMD Succession Planning Jill Whynot pgs. 11-15
(*No Motion Required*)
*Staff will summarize efforts and present information about succession
planning efforts over the last two years.* Chief Operating Officer
7. Status Report on Major Ongoing and Upcoming Projects for
Information Management (*No Motion Required*) Ron Moskowitz pgs. 16-23
*Information Management is responsible for data systems management
services in support of all SCAQMD operations. This action is to
provide the monthly status report on major automation contracts and
planned projects.* ADEO, Information
Management

ACTION ITEMS - Items 8 through 19:

JANUARY ITEMS

8. Authorize Purchase of Telecommunication Services Ron Moskowitz pgs. 24-33
(*Motion Requested*)
*On October 5, 2018, SCAQMD released an RFP to select a vendor(s)
capable of providing telecommunication services to the SCAQMD in the
most cost-effective manner and, if possible, to consolidate all telephone
company-related services to a single telecommunications provider.
These telecommunication services included local, long distance, and
toll-free; private IP network; MPLS bundled T1's and EVLP lines;
internet access (with a redundant connection); phone system
maintenance; and wireless voice and data. This action is to obtain
approval to purchase telecommunication services from the selected
vendor(s) for a period of three years. Funds for this purchase are
included in the FY 2018-19 Budget (\$750,000) and will be included in
subsequent fiscal year budget requests.*
9. Approve List of Prequalified Vendors for Document Conversion
Services (*Motion Requested*) Ron Moskowitz pgs. 34-37
*On October 5, 2018, the Board approved the release of an RFQ to
select a vendor capable of providing document conversion services to
digitize paper documents. As a result of successful responses to this
RFQ, four vendors were identified as capable of providing these
services. This action is to approve four vendors to provide these
services for a two-year period. Funds for the services will be identified,
and approved as needed, as specific projects are defined.*

10. Approve Transfer of Monies from General Fund to Health Effects Research Fund (**Motion Requested**)
In 2008, the Board established a Health Effects Research Fund initially funded at \$1.5 million from the BP Arco Settlement Fund. The Board further authorized, upon annual Board approval, the transfer of 20 percent of annual penalty money received that exceeds \$4 million in receipts to the Health Effects Research Fund. This action is to transfer 20 percent of annual penalty money received in FY 2017-18 that exceeds \$4 million to the Health Effects Research Fund.

Sujata Jain pgs. 38-39
ADEO, Finance
11. Execute Contract for Biennial Audit of Motor Vehicle Registration Revenues for FYs 2015-16 and 2016-17 (**Motion Requested**)
Health and Safety Code Section 44244.1 requires any agency receiving fee revenues pursuant to Section 44243 or 44244 to be subject to an audit of each program or project funded at least once every two years. On September 7, 2018, the Board approved the release of an RFP to select an auditor to perform the biennial audit for FYs 2015-16 and 2016-17. This action is to award a contract to the firm of Simpson & Simpson, Certified Public Accountants. Local governments, the MSRC and SCAQMD will pay the cost of their own audits in the amounts of \$89,240, \$7,000 and \$4,560 respectively.

Sujata Jain pgs. 40-42
12. Execute Contract for Janitorial Services at Diamond Bar Headquarters (**Motion Requested**)
The current contract for Diamond Bar headquarters janitorial services expires on February 28, 2019. On September 7, 2018, the Board approved release of an RFP to solicit proposals from firms interested in providing these services. This action is to execute a three-year contract with Santa Fe Building Maintenance for a total amount not to exceed \$1,717,845. Funding has been included in the FY 2018-19 Budget and will be requested in subsequent fiscal years.

John Olvera pgs. 43-46
ADEO, Administrative & Human Resources
13. Amend Career Development Intern Classification, Adopt New Job Classification, and Approve Staffing Changes to Upgrade Two Positions (**Motion Requested**)
The Career Development Intern program provides young adults who have transitioned from the foster care system with on-the-job training and experience, to prepare them for future job opportunities. This action is to amend the classification to establish a new salary schedule. This action is also to adopt the new classification of Monitoring Operations Manager; add a Public Affairs Manager position and a Senior Information Technology Specialist position; and delete a Community Relations Manager position and an Information Technology Specialist II position. Funding for these actions is included in the FY 2018-19 Budget.

John Olvera pgs. 47-54
14. Approve Membership of Home Rule Advisory Group (**Motion Requested**)
The Home Rule Advisory Group members assist staff to seek consolidation of overlapping federal, state and local regulations to streamline regulatory compliance. This action is to approve the

Philip Fine pgs. 55-59
DEO, Planning, Rule Development & Area Sources

proposed membership roster for the Advisory Group and delegate authority to the Board Chair or his designee to make additional appointments or assign a replacement/alternate business, environmental or community representatives as needed.

15. Execute Contracts for Emission Reduction Projects Using Incentive Funding from SCAQMD Special Revenue Funds, and Reimburse General Fund for Administrative Costs for Contract Administration (***Motion Requested***)
In January 2018, the Board released an RFP to solicit stationary and mobile source projects that will result in emission reductions of NOx, VOC, and PM, in accordance with the approved control strategy in the 2016 AQMP. Project funding is proposed from existing special revenue funds related to mitigation fees, settlements, or grants from other agencies, and was approved for up to \$61 million. Twenty-five proposals are being recommended for a total amount not to exceed \$46,419,125. The remaining balance of the \$61 million allocated for this RFP will be reserved to expand or continue implementation of the awarded projects or for other future needs. This action is to execute contracts for air quality emission reduction projects in a total amount not to exceed \$46,419,125 as listed in Table 3. This action is to also reimburse the General Fund up to 6.25 percent for administration of the projects.
- Sarah Rees pgs. 60-83
ADEO, Planning, Rule Development & Area Sources
16. Transfer and Appropriate Funds, Issue Solicitations and Purchase Orders, Approve Positions for Rule 1180 Implementation and Amend Contract (***Motion Requested***)
In June 2018, the Board recognized over \$7 million in revenue into the Rule 1180 Special Revenue Fund (78) for the installation and operation of community air monitoring stations near refineries by January 1, 2020. These actions are to transfer and appropriate up to \$1,996,656 into Science & Technology Advancement's FYs 2018-19 and/or 2019-20 Budgets, issue solicitations and purchase orders for equipment, and add new positions necessary for the implementation of this program. This action is to also amend a contract with FluxSense Inc. for up to \$110,000 to conduct additional community-scale air toxics ambient monitoring.
- Jason Low pgs. 84-90
ADEO, Science and Technology Advancement
17. Recommendation to Appoint Members to SCAQMD Environmental Justice Advisory Group (***Motion Requested***)
Dr. Joseph Lyou recommends the Committee review and appoint Marc Ang and Humberto Lugo to serve on the Environmental Justice Advisory Group.
- Derrick J. Alatorre pgs. 91-94
DEO, Legislative, Public Affairs & Media
18. Recommendation to Appoint Member to SCAQMD Environmental Justice Community Partnership Advisory Council (***Motion Requested***)
Chairman Burke recommends the Committee review and appoint Vallerie Gonzalez to serve on the Environmental Justice Community Partnership Advisory Council.
- Derrick J. Alatorre pgs. 95-96

19. Recommendation to Appoint Members to SCAQMD Young Leaders Advisory Council (***Motion Requested***)
Dr. Burke recommends the Committee review and appoint Kimberly Duong, Ana Gonzalez, Mayra Jackson and Leeann Tran to serve on the Young Leaders Advisory Council. Derrick J. Alatorre pgs. 97-100

WRITTEN REPORT:

20. Local Government & Small Business Assistance Advisory Group Minutes for the October 12, 2018 Meeting
(***No Motion Required***)
Attached for information only are the Local Government & Small Business Assistance Advisory Group minutes for the October 12, 2018 meeting. Derrick J. Alatorre pgs. 101-103

OTHER MATTERS:

21. Other Business
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) Dr. Burke
22. 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.
23. **Next Meeting Date:** January 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 Air Quality Management District, 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.



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Item 2

BOARD MEETING DATE: January 4, 2019

REPORT: Administrative Committee

SYNOPSIS: The Administrative Committee met December 14, 2018 and reviewed the proposed agenda for the January 4, 2019 Board meeting. The Committee also discussed various issues detailed in the Committee report. The next Administrative Committee meeting is January 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 December 14, 2018 Administrative Committee meeting.]

Administrative Committee Discussion Items:

[Will be inserted subsequent to the December 14, 2018 Administrative Committee meeting.]

Report on Board Member Travel Authorized by the Chairman at the December 14, 2018 Administrative Committee meeting:

DATE	TRAVELER	DESTINATION	PURPOSE
December 13-14, 2018	Mayor Pro Tem Judith Mitchell	Sacramento, CA	Mayor Pro Tem Mitchell will attend the monthly CARB Board Meeting as the SCAQMD Board Representative.

12/7/18 4:55 PM

DRAFT

MEETING, JANUARY 4, 2019

A meeting of the South Coast Air Quality Management District Board will be held at 9:00 a.m., in the Auditorium at SCAQMD Headquarters, 21865 Copley Drive, Diamond Bar, California.

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 Boards Office, 21865 Copley Drive, Diamond Bar, CA 91765.

Please note: This is a draft agenda and is subject to change.

CALL TO ORDER

- Pledge of Allegiance
- Opening Comments: William A. Burke, Ed.D., Chair
Other Board Members
Wayne Nastri, Executive Officer
- Swearing in of Reappointed Board Member Ben Benoit **Burke**

Staff/Phone (909) 396-

CONSENT CALENDAR (Items 1 through XX)

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

- 10359. Approve Minutes of December 7, 2018 Board Meeting **Garzaro/2500**
- 10362. Set Public Hearings February 1, 2019 to Consider Adoption of and/or Amendments to SCAQMD Rules and Regulations¹ **Nastri/3131**

Budget/Fiscal Impact

- 10509. Execute Contracts for Emission Reduction Projects Using Incentive Funding from SCAQMD Special Revenue Funds, and Reimburse General Fund for Administrative Costs for Contract Administration **Rees/2856**

In January 2018, the Board released an RFP to solicit stationary and mobile source projects that will result in emission reductions of NOx, VOC, and PM, in accordance with the approved control strategy in the 2016 AQMP. Project funding is proposed from existing special revenue funds related to mitigation fees, settlements, or grants from other agencies, and was approved for up to \$61 million. Twenty-five proposals are being recommended for a total amount not to exceed \$46, 419,125. The remaining balance of the \$61 million allocated for this RFP will be reserved to expand or continue implementation of the awarded projects or for other future needs. This action is to execute contracts for air quality emission reduction projects in a total amount not to exceed \$46,419,125 as listed in Table 3. This action is to also reimburse the General Fund up to 6.25 percent for administration of the projects. (Reviewed: Administrative Committee, December 14, 2018; Recommended for Approval)

¹ Note: At its December 7, 2018 meeting, the Board set a public hearing for February 1, 2019 to Amend Rule 1403 – Asbestos Emissions from Renovation/Demolition Activities.

10351. **Transfer and Appropriate Funds, Issue Solicitations and Purchase Orders, Approve Positions for Rule 1180 Implementation and Amend Contract** **Low/2269**

In June 2018, the Board recognized over \$7 million in revenue into the Rule 1180 Special Revenue Fund (78) for the installation and operation of community air monitoring stations near refineries by January 1, 2020. These actions are to transfer and appropriate up to \$1,996,656 into Science & Technology Advancement's FYs 2018-19 and/or 2019-20 Budgets, issue solicitations and purchase orders for equipment, and add new positions necessary for the implementation of this program. This action is to also amend a contract with FluxSense Inc. for up to \$110,000 to conduct additional community-scale air toxics ambient monitoring. (Reviewed: Administrative Committee, December 14, 2018; Recommended for Approval)

10500. **Approve Transfer of Monies from General Fund to Health Effects Research Fund** **Jain/2804**

In 2008, the Board established a Health Effects Research Fund initially funded at \$1.5 million from the BP Arco Settlement Fund. The Board further authorized, upon annual Board approval, the transfer of 20 percent of annual penalty money received that exceeds \$4 million in receipts to the Health Effects Research Fund. This action is to transfer 20 percent of annual penalty money received in FY 2017-18 that exceeds \$4 million to the Health Effects Research Fund. (Reviewed: Administrative Committee, December 14, 2018; Recommended for Approval)

10505. **Execute Contract for Biennial Audit of Motor Vehicle Registration Revenues for FYs 2015-16 and 2016-17** **Jain/2804**

Health and Safety Code Section 44244.1 requires any agency receiving fee revenues pursuant to Section 44243 or 44244 to be subject to an audit of each program or project funded at least once every two years. On September 7, 2018, the Board approved the release of an RFP to select an auditor to perform the biennial audit for FYs 2015-16 and 2016-17. This action is to award a contract to the firm of Simpson & Simpson, Certified Public Accountants. Local governments, the MSRC and SCAQMD will pay the cost of their own audits in the amounts of \$89,240, \$7,000 and \$4,560 respectively. (Reviewed: Administrative Committee, December 14, 2018; Recommended for Approval)

10356. Authorize Purchase of Telecommunication Services

Moskowitz/3329

On October 5, 2018, SCAQMD released an RFP to select a vendor(s) capable of providing telecommunication services to the SCAQMD in the most cost-effective manner and if possible, qualifying vendors capable of providing telecommunication services through a competitive bid process that will be used to make buying decisions that are in the best interest of the SCAQMD. These telecommunications services include local, long distance, and toll-free; private IP (PIP)/frame relay network; dedicated T1 lines, MPLS two bundled IP T1's 3MB, and Ethernet PVL 100MB; primary internet access 200MB (with a redundant connection backup internet access 100MB); phone switch maintenance; and wireless voice and data. This action is to obtain approval to purchase telecommunications services from the selected vendor(s) for a period of three-years. Funds for this expense are included in the FY 2018-19 Budget (\$750,000), and will be included in subsequent fiscal year budget requests, with the total value of the contract at \$2,250,000.00. (Reviewed: Administrative Committee, December 14, 2018; Recommended for Approval)

10357. Approve List of Prequalified Vendors for Document Conversion Services

Moskowitz/3329

On October 5, 2018, the Board approved the release of an RFQ to select a vendor capable of providing document conversion services to digitize paper documents. As a result of successful responses to this RFQ, four vendors were identified as capable of providing these services. This action is to approve four vendors to provide these services for a two-year period. Funds for the services will be identified, and approved as needed, as specific projects are defined. (Reviewed: Administrative Committee, December 14, 2018; Recommended for Approval)

10474. Execute Contract for Janitorial Services at Diamond Bar Headquarters

Olvera/2309

The current contract for Diamond Bar headquarters janitorial services expires on February 28, 2019. On September 7, 2018, the Board approved release of an RFP to solicit proposals from firms interested in providing these services. This action is to execute a three-year contract with Santa Fe Building Maintenance for a total amount not to exceed \$1,717,845. Funding has been included in the FY 2018-19 Budget and will be requested in subsequent fiscal years. (Reviewed: Administrative Committee; December 14, 2018; Recommended for Approval)

10508. Amend Career Development Intern Classification, Adopt New Job Classification, and Approve Staffing Changes to Upgrade Two Positions **Olvera/2309**

The Career Development Intern program provides young adults who have transitioned from the foster care system with on-the-job training and experience, to prepare them for future job opportunities. This action is to amend the classification to establish a new salary schedule. This action is also to adopt the new classification of Monitoring Operations Manager; add a Public Affairs Manager position and a Senior Information Technology Specialist position; and delete a Community Relations Manager position and an Information Technology Specialist II position. Funding for these actions is included in the FY 2018-19 Budget. (Reviewed: Administrative Committee, December 14, 2018; Recommended for Approval)

10452. Approve Contract Awards and Modifications as Approved by MSRC **McCallon**

Items XX through XX - Information Only/Receive and File

10437. Legislative, Public Affairs, and Media Report **Alatorre/3122**

This report highlights the November 2018 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)

10367. Hearing Board Report **Prussack/2500**

This reports the actions taken by the Hearing Board during the period of November 1 through November 30, 2018. (No Committee Review)

10354. Civil Filings and Civil Penalties Report **Gilchrist/3459**

This reports the monthly penalties from November 1 through November 30, 2018, and legal actions filed by the General Counsel's Office from November 1 through November 30, 2018. An Index of District Rules is attached with the penalty report. (No Committee Review)

10476. Lead Agency Projects and Environmental Documents Received by SCAQMD **Nakamura/3105**

This report provides, for the Board's consideration, a listing of CEQA documents received by the SCAQMD between November 1, 2018 and November 30, 2018, and those projects for which the SCAQMD is acting as lead agency pursuant to CEQA. (No Committee Review)

10345. 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 SCAQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects. (Reviewed: Administrative Committee, December 14, 2018)

XX. Items Deferred from Consent Calendar

BOARD CALENDAR

Note: The Mobile Source and Technology Committees did not meet in December. The next regular meetings of the Mobile Source and Technology Committees are scheduled for January 18, 2019.

- | | | | |
|--------|---|------------------------------|-----------------------|
| 10414. | Administrative Committee (Receive & File) | Chair: Burke | Nastri/3131 |
| 10463. | Legislative Committee | Chair: Mitchell | Alatorre/3122 |
| 10501. | Stationary Source Committee (Receive & File) | Chair: Benoit | Tisopulos/3123 |
| 10206. | Mobile Source Air Pollution Reduction Review Committee (Receive & File) | Board Liaison: Benoit | Minassian/2641 |
| 10364. | California Air Resources Board Monthly Report (Receive & File) | Board Rep: Mitchell | Garzaro/2500 |

PUBLIC HEARINGS

10450. Certify Final Environmental Assessment and Adopt Rule 1118.1 - Control of Emissions from Non-Refinery Flares (*Continued from December 7, 2018 Board Meeting*) **Nakamura/3105**

Proposed Rule 1118.1 applies to RECLAIM and non-RECLAIM facilities that operate non-refinery flares located at landfills, wastewater treatment plants, oil and gas production facilities, organic liquid loading stations, and tank farms. The proposed rule will implement, in part, the 2016 AQMP Control Measure CMB-03 - Emission Reductions from Non-Refinery Flares and facilitate the transition of the NOx RECLAIM program to a command-and-control regulatory structure. Proposed requirements include NOx and VOC emission limits that reflect Best Available Retrofit Control Technology standards and a capacity threshold. Additionally, Proposed Rule 1118.1 establishes provisions for source testing, monitoring, reporting, recordkeeping, and provides exemptions for low-use and low-emitting flares. This action is to adopt the Resolution: 1) Certifying the Final Environmental Assessment for Proposed Rule 1118.1 - Control of Emissions from Non-Refinery Flares, and 2) Adopting Proposed Rule 1118.1 - Control of Emissions from Non-Refinery Flares. (Reviewed: Stationary Source Committee, October 19 and December 19, 2018)

10436. Determine that Proposed Amendments to Rule 1325 – Federal PM2.5 New Source Review Program Are Exempt from CEQA and Amend Rule 1325 **Nakamura/3105**

Rule 1325 establishes requirements for new and modified sources to ensure compliance with federal PM2.5 New Source Review requirements. Rule 1325 was amended in 2016 to expand the definition of “precursor” to include VOC and ammonia (NH3) emissions, as required under U.S. EPA’s 2016 implementation rule for PM2.5 State Implementation Plans and a court decision requiring states to regulate PM2.5 under the same part of the Federal Clean Air Act as PM10. The 2016 amendment expanded the definition of precursor, however, it did not expand the definition of “regulated NSR pollutant” to explicitly reference the PM2.5 precursors VOC and NH3. Proposed Amended Rule 1325 will address this deficiency by referencing “precursor” in the definition of “regulated NSR pollutant”. In addition, other revisions are made to improve clarity. This action is to adopt the Resolution: 1) Determining that the proposed amendments to Rule 1325 - Federal PM2.5 New Source Review Program are exempt from the California Environmental Quality Act, and 2) Amending Rule 1325 – Federal PM2.5 New Source Review Program. (Reviewed: Stationary Source Committee, November 16, 2018)

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.

CONFLICT OF INTEREST DISCLOSURES – (No Written Material)

CLOSED SESSION - (No Written Material)

Gilchrist/3459

ADJOURNMENT

*****PUBLIC COMMENTS*****

Members of the public are afforded an opportunity to speak on any agenda item before consideration of that item. Please notify the Clerk of the Board, (909) 396-2500, if you wish to do so. All agendas are posted at SCAQMD 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 SCAQMD'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 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	OEHHA = 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	

Update on Succession Planning

ADMINISTRATIVE COMMITTEE

DECEMBER 14, 2018



Background

- In 2016, 47% of workforce was eligible for retirement
- Recognized need to anticipate, plan and prepare for personnel changes
- Started focus on succession planning 2 years ago
- Desire for smoother transitions
- Desire to improve promotional and transfer opportunities
- Recognition that enhanced and targeted training leads to better performance today and in the future
- Desire for better understanding of each others' work
- Desire for a stronger organization



Retirements

- Average from 2011 – 2015 = 27 per year
- 2016 = 28
- 2017 = 49
- 2018 (through Nov. 30) = 36
- Anticipate high number of retirements in next few years

Service Years

2 years ago:

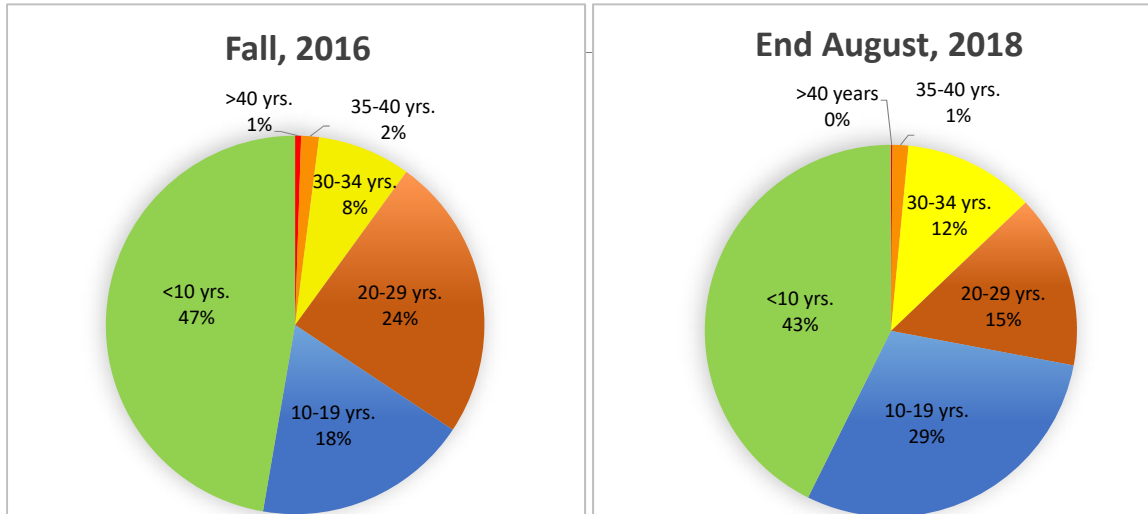
- 11 % of work force had 30 or more years of service

Now:

- 13 % of work force has 30 or more years of service

Year	% Employees Eligible to retire
2016	47
Current	38

Years of Service at SCAQMD



Promotions – Last 22 months

- Shows progress in our Succession Planning efforts
- 7 Executive Council
- 12 Management
- 54 Supervisory level
- Many in series: Engineers, Inspectors, Chemists, Sr. Staff Specialist, Public Information Specialist, others

Highlights – EC Changes

Retired	Promotions or New Hires
General Counsel	General Counsel
CFO	DEO and ADEO Compliance & Enforcement
ADEO Information Management	ADEO Information Management
ADEO Compliance & Enforcement	ADEO Legislative, Public Affairs & Media
ADEO STA	ADEO STA
	ADEO Planning, Rule Development & Area Sources
	Future: Director of Communications

Focus Going Forward



- Continue to implement plans
- Fill vacancies
- More training and development
- Mentor program
- Monitor and adjust as needed

DRAFT

Item 7

BOARD MEETING DATE: January 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 SCAQMD operations. This action is to provide the monthly status report on major automation contracts and planned projects.

COMMITTEE: Administrative, December 14, 2018; Reviewed

RECOMMENDED ACTION:
Receive and file.

Wayne Nastri
Executive Officer

RMM:MAH:agg

Background

Information Management (IM) provides a wide range of information systems and services in support of all SCAQMD 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 specifies 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
January 4, 2019 Board Meeting
Information Management Status Report on Major Ongoing and
Upcoming Projects During the Next Six Months

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Implementation of Enterprise Geographic Information System (EGIS) Phase II	Continue to support accomplishment of the agency's mission through the effective and cost-efficient implementation of EGIS and related technologies		<ul style="list-style-type: none"> • Purchased ESRI extensions for OnBase • Completed three prioritized EGIS projects: <ul style="list-style-type: none"> ○ GIS Data Development ○ System Documentation ○ Portal/Mobile Development 	<ul style="list-style-type: none"> • Complete the three prioritized EGIS projects: <ul style="list-style-type: none"> ○ OnBase Expansion and GIS Integration ○ CLASS GIS Integration ○ One-click Site Report
Telecommunications Services	Select vendor(s) to provide local, long distance, telemetry, internet, cellular services, and phone system maintenance for a three-year period	\$750,000	<ul style="list-style-type: none"> • Released RFP October 5, 2018 	<ul style="list-style-type: none"> • Request Board Approval January 4, 2019 • Execute contract(s) January 31, 2019
Office 365 Implementation	Acquire and implement Office 365 for SCAQMD staff	\$350,000	<ul style="list-style-type: none"> • Pre-assessment evaluation and planning completed • Board action approved funding on October 5, 2018 • Developed implementation and migration plan 	<ul style="list-style-type: none"> • Acquire Office 365 licenses • Implement Office 365 email (Exchange) and migrate all users • Implement Office 365 file storage (OneDrive for Business) and migrate users • Implement Office 365 internal website (SharePoint) and migrate existing content

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
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"> • Phase 1 Automated 400A form filing, application processing, and online permit generation for Dry Cleaner module deployed to production • Facility ID Creation Module deployed to production • Phase 1.1 Automated 400A form filing, application processing, and online permit generation for Automotive Spray Booth and Gas Station Modules deployed to production • Upgraded GIS Map integration and enhanced sensitive receptor identification and distance measurement work 	<ul style="list-style-type: none"> • Continue Phase 1.1 project outreach support • Enhanced calculations of sensitive receptor distances • Enhanced processing of school locations with associated parcels
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 SCAQMD users	\$525,000	<ul style="list-style-type: none"> • December 2017 Board action approved initial Phase 2 funding • May 2018 Phase 2 project startup and detail planning completed • Business process model approved • Development of Negative Air Machines, Boilers/Water Heaters/Process Heaters, Cooling Towers, Portable Heaters, and Food Ovens filing process completed 	<ul style="list-style-type: none"> • User testing of completed Rule 222 forms including Negative Air Machines, Boilers/Water Heaters/Process Heaters, Cooling Towers, Portable Heaters, and Food Ovens

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Permitting System Automation Phase 2 (Continued)			<ul style="list-style-type: none"> • October 5, 2018 Board action approved remaining Phase 2 funding • Code development for Boilers, Heaters, Ovens, Baghouses, and IC Engines completed • Application submittals, and form filing of Char Broilers, Small Boilers, and Oil Wells processing completed • Wireframes, user stories, and code development for Tar Pots/Tar Kettles, Asphalt Day Tankers, and Asphalt Pavement Heaters completed 	<ul style="list-style-type: none"> • Wireframes, user stories, and code development for Micro Turbines, Storage of Odorants, and Storage of Aqueous Urea Solutions
Information Technology Review Implementation	Complete Board requested Information Technology review and initiate work on implementation of key recommendations	\$75,000	<ul style="list-style-type: none"> • Initiated Implementation Planning and Resource Requirements for key recommendations • Conducted recruitment process to fill Systems & Programming Supervisor position • Completed Microsoft Project Plan training for all IM Managers, Supervisors and Secretaries 	<ul style="list-style-type: none"> • Office 365 deployment planning

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Information Technology Review Implementation (continued)			<ul style="list-style-type: none"> • Established Information Technology Steering Committee, members and charter • Configured and deployed Project Management software for IM team 	
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"> • December 2017 Board action approved funding • April 2018 project startup and detail planning completed • June 2018 wireframe and user story approved for Release 1 • User story and wireframe approved for application search module • User stories approved and coding completed for Dashboard Data Entry screens 	<ul style="list-style-type: none"> • Code development for Release 1 • Code development for application search module • User acceptance testing for data capture module • User acceptance testing for user reports
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, SCAQMD's agency-wide ECM system	\$86,600	<ul style="list-style-type: none"> • Released RFP December 4, 2015 • Awarded contract April 1, 2016 • Continued parallel testing • Conducted survey of stakeholder satisfaction • As a result of the survey responses, the decision was made to develop a custom user interface for the application 	<ul style="list-style-type: none"> • Identify funding source

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
Agenda Tracking System Replacement (continued)			<ul style="list-style-type: none"> • Revised project scope to include custom user interface • Developed plan and schedule for revised scope 	
Document Conversion Services	Document Conversion Services to convert paper documents stored at SCAQMD facilities to electronic storage in OnBase	\$83,000	<ul style="list-style-type: none"> • Released RFQ October 5, 2018 	<ul style="list-style-type: none"> • Approve qualified vendors January 4, 2019
Replace Your Ride (RZR)	New Web application to allow residents to apply for incentives to purchase newer, less polluting vehicles	\$301,820	<ul style="list-style-type: none"> • Phase 2 Fund Allocation, Administration and Management Reporting modules deployed and in production • Final Phase 2 user requested enhancements: VIN Number, Case Manager, Auto e-mail and document library updates deployed to production • Phase 3 Data Migration development work completed 	<ul style="list-style-type: none"> • Phase 3 user approval for production • Implementation of Electric Vehicle Service Equipment and alternative mode of transportation in the RZR application • Approval of data migration • Approval of Phase 3 move to production
SCAQMD Mobile Application for iOS devices Phase 2	Enhancement of Mobile application with addition of Enhanced Notifications, Complaint Filing and Facility Information Detail	\$100,000	<ul style="list-style-type: none"> • Project Charter released • Proposal received • Task order issued 	<ul style="list-style-type: none"> • System design

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
SCAQMD Mobile Application for Android devices Phase 1	New mobile application for Android devices which will have the same functionality as the new iOS application	\$75,000	<ul style="list-style-type: none"> • Project Charter released • Proposal received • Task order issued 	<ul style="list-style-type: none"> • System design
FIND System Replacement	Update and replace Facility Information Detail (FIND) application	\$148,150	<ul style="list-style-type: none"> • Task order issued, evaluated and awarded • Detail project planning completed • Wireframe approved • Development completed • Automated Testing completed • Beta testing completed • User outreach and training completed 	<ul style="list-style-type: none"> • Move to production • Phase 2 requirements gathering
Legal Division New System Development	Develop new web-based case management system for Legal Division to replace existing JWorks System	\$500,000	<ul style="list-style-type: none"> • Task order issued, evaluated and awarded • Project initiated and project charter finalized • Business Process Model completed 	<ul style="list-style-type: none"> • Functional and system design • Code development for Sprint 1 – NOV tracking and MSPAP case management
Flare Event Notification – Rule 1118	Develop new web-based application to comply with the Rule 1118 to improve current flare notifications to the public and the compliance team	\$100,000	<ul style="list-style-type: none"> • Vision & Scope issued • Charter Document and proposal approved 	<ul style="list-style-type: none"> • Requirement gathering • Task order to be issued • Functional and system design

Project	Brief Description	Budget	Completed Actions	Upcoming Milestones
VW Environmental Mitigation Action Plan Project	California Air Resource Board has assigned SCAQMD to develop web applications for two projects: Zero-Emission Class 8 Freight and Port Drayage Truck Project & Combustion Freight and Marine Project. It will be SCAQMD's responsibility to develop a web application for both incentive programs, and maintain a database that will be queried for reporting perspectives for California Air Resource Board	\$650,000	<ul style="list-style-type: none"> Draft Charter Document issued 	<ul style="list-style-type: none"> Approve timeline and milestones Approve Charter Budget Transfer Approve qualifying vendor Requirement gathering Functional and system design

Projects that have been completed are shown below.

Completed Projects	
Project	Date Completed
Website & Evaluation Improvements	January 6, 2018
Information Technology Review	January 31, 2018
Prequalify Vendor List for PCs, Network Hardware, etc.	February 3, 2018
Renewal of HP Server Maintenance & Support	April 6, 2018
Implementation of Enterprise Geographic Information System (EGIS) Phase I	May 30, 2018
Fiber Cable Network Infrastructure Upgrade	May 30, 2018
Air Quality Index Rewrite and Migration	June 29, 2018
AQMD Mobile Application for iOS devices Phase 1	November 2, 2018
CLASS Database Software Licensing and Support	November 30, 2018

Item 8

DRAFT

BOARD MEETING DATE: January 4, 2019

AGENDA NO.

PROPOSAL: Authorize Purchase of Telecommunication Services

SYNOPSIS: On October 5, 2018, SCAQMD released an RFP to select a vendor(s) capable of providing telecommunication services to the SCAQMD in the most cost-effective manner and, if possible, to consolidate all telephone company-related services to a single telecommunications provider. These telecommunication services included local, long distance, and toll-free; private IP network; MPLS bundled T1s and EVLP lines; internet access (with a redundant connection); phone system maintenance; and wireless voice and data. This action is to obtain approval to purchase telecommunication services from the selected vendor(s) for a period of three years. Funds for this purchase are included in the FY 2018-19 Budget (\$750,000) and will be included in subsequent fiscal year budget requests.

COMMITTEE: Administrative, December 14, 2018; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to execute contracts to purchase telecommunication services required by the SCAQMD from the following vendors for a three-year period:

1. Contracts with CenturyLink for local, long distance, and toll free services; and internet access in an estimated amount of \$165,000, depending on usage.
2. A contract with Verizon Enterprise Solutions for air monitoring private internet protocol (PIP) network in an estimated amount of \$145,000, depending on usage.
3. A contract with Airespring for dedicated Long Beach MPLS bundled T1s and EVPL 100MB in an estimated amount of \$20,000, depending on usage
4. A contract with PCM-G for phone system maintenance services in an estimated amount of \$250,000, depending on usage.
5. A contract with T-Mobile USA, Inc. for wireless voice and data services in an estimated amount of \$170,000, depending on usage.

Background

On October 5, 2018 the SCAQMD released RFP #P2019-04 for Telecommunication Services. The purpose of this RFP was to solicit and identify vendors capable of providing high quality and reliable telecommunication services to the SCAQMD in the most cost-effective manner, and if possible, to consolidate all telephone company related services to a single telecommunications provider. The overall goal is to reduce current expenses for voice and data communication services, optimize the use of the SCAQMD's current voice communication network, and provide the SCAQMD with the necessary flexibility to take full advantage of new telecommunications technologies as they evolve. Telecommunication services solicited under this RFP include local, long distance, and toll-free; air monitoring Private Internet Protocol (PIP) network; dedicated Multiprotocol Label Switching (MPLS) bundled digital transmission lines (T1s) and Ethernet virtual private line (EVPL); internet access; phone system maintenance; and wireless voice and data.

Outreach

In accordance with SCAQMD'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 SCAQMD'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 SCAQMD's website (<http://www.aqmd.gov>).

Bid Evaluation

Seventy-two copies of the RFP were mailed out and fifteen vendors attended the mandatory bidders conference held on October 25, 2018. Eleven bids were received in response to the RFP when final bidding closed at 1:00 p.m. on November 6, 2018.

Attachment 1 reflects the evaluation of the proposals and the respective ratings for contract bids. The evaluation committee rated CenturyLink the highest for local, long distance, toll free, and internet services; PCM-G the highest for phone system maintenance services; T-Mobile USA, Inc. the highest for wireless voice and data services; Verizon Enterprise Solutions the highest for air-monitoring telemetry PIP

network; and Airespring the highest for dedicated Long Beach MPLS bundled T1s and EVPL 100MB. The cost of entering into three-year term contracts results in approximately \$96,000 savings over the three years, as compared to one-year terms. In addition, staff evaluated consolidating telephone company services further and determined that the cost savings of the recommendation outweighed further consolidation. Therefore, staff recommends these vendors for the purchase of the identified telecommunication services for three-year terms.

Panel Composition

The panel consisted of a Staff Specialist from Science and Technology Advancement, an outside IT consultant and six staff from Information Management: two IT Supervisors, a Program and Systems Supervisor, and three Senior IT Specialists. Of these eight panelists, four are Asian-Pacific Islander, two are Caucasian, and two are Hispanic; one is female, seven are male.

Resource Impacts

Sufficient funds were included in the FY 2018-19 Budget, Services & Supplies Major Object, Communications and Maintenance of Equipment accounts. Funding for subsequent years will be included in future budget requests.

Attachment(s)

Attachment 1 - Summary of Evaluation of Respondents to RFP #P2019-04

- 1-A: Category 1 – Local, Long Distance, and Toll Free
- 1-B: Category 2 – Air Monitoring Telemetry PIP network
- 1-C: Category 3 – Dedicated Long Beach MPLS bundled T1's and EVPL
- 1-D: Category 4 – Internet Access
- 1-E: Category 5 – Cisco Phone System Maintenance
- 1-F: Category 6 – Wireless Connectivity

ATTACHMENT 1
Summary of Evaluation of Respondents to RFP #P2019-04

1-A: Category 1 – Local, Long Distance, and Toll Free

Three proposals meeting the stated criteria were received in response to Category 1 (Local, Long Distance and Toll Free Services) of this RFP. They were from CenturyLink, Airespring and Granite Telecom. One non-responsive proposal was received.

Standard Services Criteria (50 points maximum)

	Proposer		
	CenturyLink	Airespring	Granite Telecom
Panel Average	50	26	35

Cost (50 points maximum)

	Proposer		
	CenturyLink	Airespring	Granite Telecom
Actual \$ Amount per Year	\$48,853.56	\$62,102.16	\$53,893.96
Points	50	39	45

Additional Points (17 points maximum)

Criteria	Proposer		
	CenturyLink	Airespring	Granite Telecom
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)			
Local Business (Non-EPA Funded Projects Only Points (Maximum = 5)		5	
Off-Peak Hours Delivery Business Points (Maximum = 2)			
Most Favored Customer (Maximum = 2)			
Points		15	

Total	100	80	80
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1-B: Category 2 – Air Monitoring Telemetry PIP Network

Two proposals meeting the stated criteria were received in response to Category 2 (Air Monitoring Telemetry PIP Network) of this RFP. They were from Verizon and Airespring.

Standard Services Criteria (50 points maximum)

	Proposer	
	Verizon	Airespring
Panel Average	50	26

Cost (50 points maximum)

	Proposer	
	Verizon	Airespring
Actual \$ Amount per Year	\$132,449.00	\$117,465.00
Points	44	50

Additional Points (17 points maximum)

Criteria	Proposer	
	Verizon	Airespring
Small Business or SB Joint Ventures (Max = 10)		10
DVBE or DVBE Joint Ventures (Max = 10)		
Use of DVBE or Small Business Subcontractor (Max = 7)		
Low-Emission Vehicle Business (Max = 5)		
Local Business (Non-EPA Funded Projects Only (Max = 5)		5
Off-Peak Hours Delivery Business Points (Maximum = 2)		
Most Favored Customer (Maximum = 2)		
Points		15
Total	94	91

1-C: Category 3 – Dedicated Long Beach MPLS Bundles T1s and EVPL

Four proposals meeting the stated criteria were received in response to Category 3 (Dedicated Long Beach T1) of this RFP. They were from: Airespring, CenturyLink, Verizon and Granite Telecomm.

Standard Services Criteria (50 points maximum)

	Proposer			
	Airespring	CenturyLink	Verizon	Granite Telecomm
Panel Average	26	50	50	24

Cost (50 points maximum)

	Proposer			
	Airespring	CenturyLink	Verizon	Granite Telecomm
Actual \$ Amount per Year	\$16,609.44	\$21,971.00	\$23,226.00	\$32,580.00
Points	50	38	36	25

Additional Points (17 points maximum)

Criteria	Proposer			
	Airespring	CenturyLink	Verizon	Granite Telecomm
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)				
Local Business (Non-EPA Funded Projects Only) Points (Maximum = 5)	5			
Off-Peak Hours Delivery Business Points (Maximum = 2)				
Most Favored Customer (Maximum = 2)				
Points	15			

Total	91	88	86	49
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1-D: Category 4 – Internet Access

Two proposals meeting the stated criteria were received in response to Category 4 (Internet Access) of this RFP. They were from: CenturyLink and Verizon. Two non-responsive proposals were received.

Note: The District used least cost analysis for internet access options with redundant (diverse) connection (200 Mbps minimum for primary circuit and 100 Mbps minimum for the secondary circuit) for all proposals.

Standard Services Criteria (50 points maximum)

	Proposer	
	CenturyLink	Verizon
Panel Average	50	50

Cost (50 points maximum)

	Proposer	
	CenturyLink	Verizon
Actual \$ Amount per Year	\$53,943.60	\$65,951.88
Points	50	41

Additional Points (17 points maximum)

Criteria	Proposer	
	CenturyLink	Verizon
Small Business or Small Business Joint Ventures Points (Maximum = 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)		
Local Business (Non-EPA Funded Projects Only) Points (Maximum = 5)		
Off-Peak Hours Delivery Business Points (Maximum = 2)		
Most Favored Customer (Maximum = 2)		
Points		

Total	100	91
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1-E: Category 5 – Cisco Phone System Maintenance

Four proposals meeting the stated criteria were received in response to Category 5 (Phone System Maintenance) of this RFP. They were from: PCM-G, Black Box, Convergeone and Logicalis.

Standard Services Criteria (50 points maximum)

	Proposer			
	PCM-G	Black Box	Convergeone	Logicalis
Panel Average	50	50	50	30

Cost (50 points maximum)

	Proposer			
	PCM-G	Black Box	Convergeone	Logicalis
Actual \$ Amount per Year	\$ 211,126.13	\$ 224,204.28	\$ 351,392.98	\$ 285,357.95
Points	50	47	30	37

Additional Points (17 points maximum)

Criteria	Proposer			
	PCM-G	Black Box	Verizon	Logicalis
Small Business or Small Business Joint Ventures Points (Maximum = 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)				
Local Business (Non-EPA Funded Projects Only) Points (Maximum = 5)	5			
Off-Peak Hours Delivery Business Points (Maximum = 2)				
Most Favored Customer (Maximum = 2)	2			
Points	7			
Total	107	97	80	67

1-F: Category 6 – Wireless Connectivity

Four proposals meeting the stated criteria were received in response to Category 6 (Wireless Connectivity) of this RFP. They were T-Mobile, AT&T, Sprint and Granite Govt. Solutions.

Standard Services Criteria (50 points maximum)

	Proposer			
	T-Mobile	AT&T	Sprint	Granite Govt. Solutions
Panel Average	50	50	50	46

Cost (50 points maximum)

	Proposer			
	T-Mobile	AT&T	Sprint	Granite Govt. Solutions
Actual \$ Amount per Year	\$139,740.00	\$155,700.00	\$228,000.00	\$217,308.00
Points	50	45	31	32

Additional Points (17 points maximum)

Criteria	Proposer			
	T-Mobile	AT&T	Sprint	Granite Govt. Solutions
Small Business or Small Business Joint Ventures Points (Maximum = 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)				
Local Business (Non-EPA Funded Projects Only) Points (Maximum = 5)				
Off-Peak Hours Delivery Business Points (Maximum = 2)				
Most Favored Customer (Maximum = 2)				
Points				

Total	100	95	81	78
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Item 9

DRAFT

BOARD MEETING DATE: January 4, 2019

AGENDA NO.

PROPOSAL: Approve List of Prequalified Vendors for Document Conversion Services

SYNOPSIS: On October 5, 2018, the Board approved the release of an RFQ to select a vendor capable of providing document conversion services to digitize paper documents. As a result of successful responses to this RFQ, four vendors were identified as capable of providing these services. This action is to approve four vendors to provide these services for a two-year period. Funds for the services will be identified, and approved as needed, as specific projects are defined.

COMMITTEE: Administrative, December 14, 2018; Recommended for Approval

RECOMMENDED ACTION:

Approve list of prequalified vendors in the attachment for a two-year period to provide document conversion services to digitize paper documents.

Wayne Natri
Executive Officer

RM:MH:SJ:cj

Background

On October 5, 2018, SCAQMD released RFQ #Q2019-01 for document conversion services. The purpose of the RFQ was to obtain document conversion services from qualified vendors that are qualified and cost-effective and that can provide all of the services required including boxing, manifesting, transporting with geo-tracking, document imaging, indexing including match and merge with digital index file, certified shredding, storage, bar code tracking, customer portal twenty-four hours a day, seven days a week, and complete chain of custody without subcontracting. Purchase orders may be placed with any or all of the vendors on the prequalified vendor list. Orders for services purchased under this RFQ will be placed with the vendors who are determined to be the most advantageous to the SCAQMD at the time of placing the order.

Outreach

In accordance with SCAQMD's Procurement Policy and Procedure, a public notice advertising the RFQ 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 SCAQMD's own electronic listing of certified minority vendors. Notice of the RFQ has been emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on the Internet at SCAQMD's website (<http://www.aqmd.gov>).

Bid Evaluation

Twelve copies of the RFQ were mailed out and five vendors responded when final bidding closed at 4:00 p.m. on November 7, 2018. Of the five responses, three were small business enterprises; two were local business enterprises, and four offered most favored customer pricing status.

The attachment reflects the evaluation of the bids, the respective ratings, and costs. The evaluation committee found that four of the five responses received met the requirements of the RFQ. Therefore, staff recommends that the Board approve the four qualified vendors for future conversion projects.

Panel Composition

The evaluation panel consisted of a Systems and Programming Supervisor, a Principal Office Assistant, a Senior Administrative Secretary, and a Senior Public Affairs Manager. Of the four panelists, one is Asian-Pacific Islander, one is Caucasian, and two are Hispanic; one is male and three are female.

Resource Impacts

Funds for the document conversion services to be provided by the prequalified vendors will be identified, and approved as needed, once specific projects are defined and costed out.

Attachment

Attachment 1 - Summary of Evaluation of Respondents to RFQ #P2019-01

ATTACHMENT 1
Summary of Evaluation of Respondents to RFQ #P2019-01

Five proposals were received in response to this RFQ, four of which were found to be responsive. They were from Tier Five, Omnipro, File Keepers, and Matrix Imaging. One non-responsive proposal was received from Sourcecorp.

Standard Services Criteria (50 points maximum)

	Proposer				
	Tier Five	Sourcecorp	Omnipro	File Keepers	Matrix Imaging
Panel Average	48.7	26	38.7	47.5	41.25

Cost (50 points maximum)

	Proposer				
	Tier Five	Sourcecorp	Omnipro	File Keepers	Matrix Imaging
Sample Bid Costs	\$39,675.00	n/a	\$43,125.00	\$42,550.00	\$95,450.00
Panel Average	50	n/a	46	46.6	20.8

Additional Points (17 points maximum)

Criteria	Proposer				
	Tier Five	Sourcecorp	Omnipro	File Keepers	Matrix Imaging
Small Business or Small Business Joint Ventures Points (Maximum = 10)			10		10
DVBE or DVBE Joint Ventures Points (Maximum = 10)					
Use of DVBE or Small Business Subcontractors Points (Maximum = 7)			7		
Low-Emission Vehicle Business Points (Maximum = 5)					

Local Business (Non-EPA Funded Projects Only Points (Maximum = 5))	5		5	5	
Off-Peak Hours Delivery Business Points (Maximum = 2)					
Most Favored Customer (Maximum = 2)					
Panel Average	5	n/a	22	5	10
Total	103.5	n/a	106.7	99.1	72

Item 10

DRAFT

BOARD MEETING DATE: January 4, 2019

AGENDA NO.

PROPOSAL: Approve Transfer of Monies from General Fund to Health Effects Research Fund

SYNOPSIS: In 2008, the Board established a Health Effects Research Fund initially funded at \$1.5 million from the BP Arco Settlement Fund. The Board further authorized, upon annual Board approval, the transfer of 20 percent of annual penalty money received that exceeds \$4 million in receipts to the Health Effects Research Fund. This action is to transfer 20 percent of annual penalty money received in FY 2017-18 that exceeds \$4 million to the Health Effects Research Fund.

COMMITTEE: Administrative, December 14, 2018; Reviewed

RECOMMENDED ACTION:

Authorize the transfer of \$2,063,229 from the General Fund, Undesignated Fund Balance to the Health Effects Research Fund (Fund 48).

Wayne Natri
Executive Officer

SJ:JKG:av

Background

At the June 2008 meeting, the Board established a Health Effects Research Fund and initially funded it with \$1.5 million from the BP Arco Settlement Fund. The Board further authorized, upon annual Board approval, the transfer of 20 percent of annual penalty money received that exceeds \$4 million in receipts to the Health Effects Research Fund. For FY 2017-18, this amount was \$2,063,229.

These monies have been used to fund a number of research projects at local universities and research institutions. The funding of the Health Effects Research Fund has been used to fund research through the Health Effects of Air Pollution Foundation. Findings from the Health Effects of Air Pollution Foundation funded research indicated that fine particulate exposure is associated with biochemical changes in the brains of laboratory

animals that are consistent with the biochemical pattern found in human brain tumors. Another funded project found preliminary associations of particulate matter levels and the risk of childhood brain tumors. These findings are being followed up with additional study to better understand the relation of pollution exposure to the risk of contracting brain tumors. In a current study, laboratory animals were exposed to ambient particulate matter, including ultrafine particles, for investigation of potential stem cell activation into cancer precursor cells. The elucidation of molecular pathways involved in survival, proliferation, and differentiation of cancer stem cells may be fundamental information to help develop therapies for brain tumors and to develop potential preventive measures.

The requested Board action will provide funding to conduct additional health effects research, which may include follow-up on the results described above, and will provide information to better assess the health risks of exposure to air pollutants.

Results from these studies will provide scientific information to inform policy choices for reducing emissions and exposures to pollutants in the South Coast Air Basin and in other areas.

Proposal

Staff is proposing that the Board authorize the transfer of 20 percent of annual penalty money received in FY 2017-18 that exceeds \$4 million in receipts, which is \$2,063,229, to the Health Effects Research Fund.

Resource Impacts

Funds are available from the General Fund, Unreserved (Unassigned) Fund Balance.

Item 11

DRAFT

BOARD MEETING DATE: January 4, 2019

AGENDA NO.

PROPOSAL: Execute Contract for Biennial Audit of Motor Vehicle Registration Revenues for FYs 2015-16 and 2016-17

SYNOPSIS: Health and Safety Code Section 44244.1 requires any agency receiving fee revenues pursuant to Section 44243 or 44244 to be subject to an audit of each program or project funded at least once every two years. On September 7, 2018, the Board approved the release of an RFP to select an auditor to perform the biennial audit for FYs 2015-16 and 2016-17. This action is to award a contract to the firm of Simpson & Simpson, Certified Public Accountants. Local governments, the MSRC and SCAQMD will pay the cost of their own audits in the amounts of \$89,240, \$7,000 and \$4,560 respectively.

COMMITTEE: Administrative, December 14, 2018; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Chairman to execute a contract with Simpson & Simpson Certified Public Accountants for performance of the biennial audit of Motor Vehicle Registration revenues for FYs 2015-16 and 2016-17 at a total cost not to exceed \$100,980.

Wayne Nastri
Executive Officer

SJ:JK:av

Background

AB 2766, chaptered into law as Health and Safety Code Sections 44220-44247, was enacted to authorize air pollution control districts to impose fees on motor vehicles. Fees are expended on mobile source air pollution reduction measures pursuant to the California Clean Air Act of 1988 or the SCAQMD's AQMP pursuant to Article 5 of Chapter 5.5 of Part 3 of the Health and Safety Code. Health and Safety Code Section 44244.1(a) states that any agency receiving fee revenues pursuant to Section 44243 or

44244 shall, at least once every two years, be subject to an audit of each program or project funded. The audit is to be conducted by an independent auditor selected by the SCAQMD in accordance with Division 2 (commencing with Section 1100) of the Public Contract Code. Audit program guidelines for local government recipients of fee revenues under Health and Safety Code Sections 44220-44247 were prepared by the SCAQMD with input from the Technical Advisory Committee Audit Subcommittee of the Interagency AQMP Implementation Committee (IAIC), representatives of the Finance Committee of the League of California Cities and with CPA firms whose clients include local governments. These audit guidelines were approved by the IAIC, MSRC and by the Board on December 4, 1992 and further revised and approved in January 1995, and again in August 2003. This is the twelfth biennial audit of these fee revenues and covers FYs 2015-16 and 2016-17.

Proposal

On September 7, 2018, the Board approved an RFP to conduct the biennial audit of recipients of AB 2766 fee revenues. The audit will cover recipients in all three segments of the AB 2766 fee distribution to determine whether the fee revenues collected in FYs 2015-16 and 2016-17 were spent on the reduction of pollution from motor vehicles as described above. The primary purpose of the audit is to set forth an opinion regarding the propriety of the expenditures incurred, not the degree of efficacy in reducing air pollution.

Outreach

In accordance with SCAQMD'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 Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin..

Additionally, potential bidders were notified utilizing SCAQMD's own electronic listing of certified minority vendors. Notice of the RFP was e-mailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on the Internet at SCAQMD's website (<http://www.aqmd.gov>) where it could be viewed by making the selection "Grants & Bids." Information was also available on SCAQMD's bidder's 24-hour telephone message line (909) 396-2724.

Bid Evaluation

The SCAQMD received two proposals from CPA firms that are qualified to perform audits in the State of California. All of the proposals were received by the 3:00 p.m., October 12, 2018 deadline and were evaluated by a technically qualified panel in accordance with criteria contained in the RFP.

Panel Composition

The panel convened to evaluate the proposals consisted of: the MSRC Contract Administrator (MSRC), Los Angeles County’s Transportation Manager (Local Governments), SCAQMD Senior Accountant (CPA) and the SCAQMD Financial Services Manager. Of the four panelists that scored the proposals two are female and two are male. One of the panelists is African American and three are Caucasian.

Of the two proposals received, both were rated technically qualified to perform the audit of the AB 2766 program and were scored for cost. The evaluation results for the proposals are:

BIDDER	TECHNICAL SCORE	BID AMOUNT	COST	SMALL/ LOCAL BUSINESS	TOTAL POINTS	OVERALL RANK
Simpson & Simpson, Certified Public Accountants	66.5	\$100,980	30.0	15	111.5	1 st
BCA Watson Rice, LLP.	64.8	\$123,475	23.3	15	103.1	2 nd

The selection criteria used to rank the proposals included responsiveness to the RFP; technical expertise; qualifications and experience; past performance; cost; and SB/SBJV/DVBE/DVBEJV/DVBE/SB subcontractors/local business designation (non-EPA). Based on the panel’s assessment of the criteria, Simpson & Simpson Certified Public Accountants is being recommended to the Board.

Resource Impacts:

The maximum audit cost is \$100,980. The total audit costs will be borne by the entities being audited as follows:

- The cost of the audit of the SCAQMD's portion of motor vehicle registration revenues is \$4,560. Sufficient funds are included in the FY 2018-19 Budget;
- The cost of the audit of ten projects of the Mobile Source Air Pollution Reduction Trust Fund is \$7,000 and shall be deducted from the FY 2018-19 revenues subvended to the Mobile Source Air Pollution Reduction Review Committee; and
- The total cost of the audit of local governments is up to a maximum of \$89,420. The average cost for a non-compliant local government is \$1,574 and the average cost for a compliant local government is \$871. This cost will be borne by the entities being audited in the manner set forth in the audit program guidelines and will be deducted from quarterly fee revenues prior to distribution.

Item 12

DRAFT

BOARD MEETING DATE: January 4, 2019

AGENDA NO.

PROPOSAL: Execute Contract for Janitorial Services at Diamond Bar Headquarters

SYNOPSIS: The current contract for Diamond Bar headquarters janitorial services expires on February 28, 2019. On September 7, 2018, the Board approved release of an RFP to solicit proposals from firms interested in providing these services. This action is to execute a three-year contract with Santa Fe Building Maintenance for a total amount not to exceed \$1,717,845. Funding has been included in the FY 2018-19 Budget and will be requested in subsequent fiscal years.

COMMITTEE: Administrative, December 14, 2018; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Chairman to execute a three-year contract with Santa Fe Building Maintenance for janitorial services for the period of March 1, 2019 through February 28, 2022, for a total amount not to exceed \$1,717,845.

Wayne Natri
Executive Officer

AJO:GT:VR:LM

Background

SCAQMD contracts with a firm to provide routine janitorial services and supplies at its Diamond Bar headquarters. The contract term with the current contractor, Santa Fe Building Maintenance, expires February 28, 2019. On September 7, 2018, SCAQMD released RFP #2019-01 to solicit proposals from janitorial services providers interested in contracting with SCAQMD for a three-year period.

In addition to routine janitorial services, SCAQMD may require occasional special and/or emergency cleanup services. While it is difficult to anticipate the costs for these special incident(s), past experience indicates they typically increase costs by about five

percent. As a consequence, the costs listed in this Board letter include an added five percent beyond proposal costs submitted, as a contingency amount to meet special janitorial needs.

Outreach

In accordance with SCAQMD'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 SCAQMD's own electronic listing of certified minority vendors. Notice of the RFP has been emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on the Internet at SCAQMD's website (<http://www.aqmd.gov>).

Proposal Evaluation

Sixty eight copies of the RFP were mailed out and eleven vendors attended the mandatory bidders conference held on September 20, 2018. Seven proposals were received when final bidding closed at 2:00 p.m. on October 9, 2018. Four of the seven proposals received were complete and met RFP requirements.

The panel evaluating proposals included four SCAQMD employees: a Business Services Manager, AQ Chemist, Mail/Subscription Supervisor, and Facilities Services Technician. Of these four panel members, one is Caucasian, one is Hispanic, one is Asian American and one is African American; one is female and three are male.

The panel evaluated the four qualified and responsive proposals based on criteria specified in the RFP, which included completeness and responsiveness of the proposal, cost, understanding of the required janitorial services, contractor qualifications, and past experience.

The attachment summarizes scores of the qualified bids. Santa Fe Building Maintenance received the most points in the evaluation process, and was the firm that submitted the lowest cost and highest-scored qualified bid, which included excellent references for comparable public sector janitorial services. The firm has been providing janitorial services to SCAQMD since 2012. Staff recommends the contract be awarded to Santa Fe Building Maintenance.

Resource Impacts

Sufficient funds in the amount of \$171,378 are available in the approved FY 2018-19 Budget for the remainder of this fiscal year. Since this will be a three-year contract,

continued funding will need to be included in the budgets for each of the remaining fiscal years of the contract. Annual costs are \$554,864 for FY 2019-20; \$594,962 for FY 2020-21; and \$396,641 for the eight months of the contract that fall within FY 2021-22. Funding for subsequent years will be included in future budget requests.

Attachment

RFP 2019-01 Bid Evaluation Summary

ATTACHMENT

**RFP 2019-01 Bid Evaluation Summary
Janitorial Services**

NAME	Total 3-yr Cost	Technical Score (60)	Cost Points (40)	Additional Points	Total Points
SANTA FE MAINTENANCE	\$1,584,725	57	40	15	112
SERVICON SYSTEMS	\$1,824,172	60	34	14	108
DMS FACILITY SERVICES, INC.	\$1,839,419	55	34	0	89
ALLIED UNIVERSAL	\$1,727,254	49	36	0	85

DRAFT

Item 13

BOARD MEETING DATE: January 4, 2019

AGENDA NO.

PROPOSAL: Amend Career Development Intern Classification, Adopt New Job Classification, and Approve Staffing Changes to Upgrade Two Positions

SYNOPSIS: The Career Development Intern program provides young adults who have transitioned from the foster care system with on-the-job training and experience, to prepare them for future job opportunities. This action is to amend the classification to establish a new salary schedule. This action is also to adopt the new classification of Monitoring Operations Manager; add a Public Affairs Manager position and a Senior Information Technology Specialist position; and delete a Community Relations Manager position and an Information Technology Specialist II position. Funding for these actions is included in the FY 2018-19 Budget.

COMMITTEE: Administrative, December 14, 2018; Recommended for Approval

RECOMMENDED ACTIONS:

1. Amend the Career Development Intern class specification (Attachment A).
2. Adopt the Monitoring Operations Manager class specification (Attachment B).
3. Add a Public Affairs Manager position and a Senior Information Technology Specialist position to the budget; and delete a Community Relations Manager position and an Information Technology Specialist II position from the budget.

Wayne Natri
Executive Officer

AJO:BB:mm

Background

In May 2015, SCAQMD initiated a career development internship program, providing young adults who have transitioned from the foster care system with opportunities to gain on-the-job training and experience to increase their potential to successfully compete for full-time employment in the job market. In September 2018, the Board

amended the job classification to expand its scope and requirements by extending the pool of eligible young adults to those in programs run by nonprofit organizations that provide young adults emancipated from a state or local foster care system with job training and career development, and to allow assignments in the position to be extended for up to three years.

In December 2018, the Board approved funding for a new Manager position for the AB 617 program, reporting to the Science and Technology Advancement Unit. However, a job classification was not adopted at that time.

To better serve their operational needs, the Information Management and Science & Technology Advancement Units are each seeking approval to upgrade one position.

Proposal

Career Development Intern

The Career Development Intern program provides transition-aged foster youth with on-the-job training in one of several existing SCAQMD job classifications for which they may not otherwise meet the minimum qualifications of education or experience, such as Office Assistant, General Maintenance Helper, and Fleet Services Worker I.

The salary for this job classification has not been increased since 2015. In addition, with the availability of long-term assignments, it is appropriate to provide wage growth on an annual basis, similar to other SCAQMD job classifications. Therefore, staff recommends amending the Career Development Intern classification to establish three salary steps for the position, which includes an increase to the current rate for the first year (Attachment A).

Monitoring Operations Manager

A Monitoring Operations Manager position allocated under the AB 617 program was added to Science & Technology Advancement by the Board in December 2018. This new position will be responsible for managing, overseeing and participating in the planning, organization, development, and implementation of complex air monitoring projects and programs, including AB617. In order to initiate the recruitment process for this critical position, staff recommends the adoption of the new classification of Monitoring Operations Manager (Attachment B).

Staffing Changes

In September 2017, the Board approved a new Information Technology Specialist class series to merge and update the existing Computer Operator and Telecommunications Technician class series. The new Information Technology Specialist class specifications require knowledge and experience dealing with data servers, networking systems, software applications, and multiple media for communications to meet existing and future needs in those positions. An evaluation of the functions of the new class series for

the first year has identified a need to upgrade an Information Technology Specialist II position in the Network Services unit to Senior Information Technology Specialist.

The Legislative & Public Affairs/Media Unit is responsible for legislation, environmental justice, outreach and education, small business assistance, and media activities for the SCAQMD. Currently, the Local Government/Community Outreach program and staff are overseen by a Community Relations Manager, who is responsible for the planning and administration of District-wide communications with government agencies, business representatives, and residents. With an increase in the need to engage with these stakeholders, based on Board priorities and new programs such as AB 617, it is recommended that the position be upgraded to a Public Affairs Manager position.

Staff recommends adding a Senior Information Technology Specialist position, offset by deleting an Information Technology Specialist II position in Information Management, and adding a Public Affairs Manager position, offset by deleting a Community Relations Manager position in Legislative & Public Affairs/Media.

Resource Impacts

Funding for a Monitoring Operations Manager position, the revised Career Development Intern salary schedule, and the two added positions is included in the FY 2018-19 Budget.

Existing Class Title	Current Salary	Recommendation	Annual Top-Step Salary Cost/[Savings]
Career Development Intern	\$31,782	Amend Classification to add Salary Range \$33,280 - \$36,379	\$27,582 (6 FTEs x \$4,597)
Senior Information Technology Specialist	\$96,064 Step 6	Add Position	\$96,064
Information Technology Specialist II	\$77,474 Step 6	Delete Position	[\$77,474]
Public Affairs Manager	\$119,190 Step 6	Add Position	\$119,190
Community Relations Manager	\$108,304 Step 6	Delete Position	[\$108,304]
Approximate Net Annual Cost:			\$57,058

Attachments

Attachment A – Revised Class Specification for Career Development Intern

Attachment B – Proposed New Class Specification for Monitoring Operations Manager

ATTACHMENT A CLASSIFICATION SPECIFICATION

TITLE: CAREER DEVELOPMENT INTERN

APPROVED:

SALARY

~~\$15.28~~\$16.00 - \$17.49 Hourly
~~\$1,222.40~~\$1,280.00 - \$1,399.20 Bi-Weekly
~~\$2,648.53~~ Monthly
~~\$31,782.40~~\$33,280.00 - \$36,379.00 Annually

DEFINITION: Under close supervision in a training capacity, performs a variety of structured, on-the-job training duties depending on the assignment. Depending on assignment, participates in entry-level work in fleet services, general maintenance, mail room, general office administration, print shop, or storekeeping.

CLASSIFICATION STANDARDS: This is a multi-position, training-level class. Incumbents participate in entry-level work in a training capacity in one of the following job classifications: Fleet Services Worker I, General Maintenance Helper, Mail Subscription Services Clerk, Office Assistant, Print Shop Duplicator, or Stock Clerk. Career Development Interns participate in a structured on-the-job training assignment in preparation for successful progression into one of the above jobs. Such jobs are not guaranteed, as they are only filled through competitive processes. Career Development Intern assignments are limited, and are not to exceed three years. Incumbents are expected to gain valuable competitive experience, knowledge, skills and abilities as they engage in the following essential job functions:

ESSENTIAL DUTIES (Depending on assignment, may include, but not be limited to):

Fleet Services Worker: Under close supervision, may remove and replace oil filters, air filters, hoses, fan belts, light bulbs, windshield wipers, or other vehicle accessories, as needed; dispense fuel to fleet and rideshare vehicles and controls the parking of vehicles in SCAQMD parking lots; load and unload vehicles operated; sort and route mail and do clerical work as required; clean automotive compound area; keep records and make reports; ensure vehicles are checked and serviced.

General Maintenance Helper: Under close supervision, may assist others in the repair of machinery and equipment and may perform less difficult tasks independently; assist in the installation and maintenance of electrical equipment such as generators, motors, transformers, switches, controls and circuits; set up machinery and tools and prepares work sites; move materials, equipment and machinery; assist in the construction and repair of structures and fixtures, painting, and installation of hardware.

Mail/Subscription Services Clerk: Under close supervision, may collect and deliver United States, private carrier, and intra-SCAQMD mail, correspondence, packages, and other materials according to established procedures and routes; sort, weigh, and determine means of mail delivery for outgoing mail and packages; pack or unpack materials; operate, maintain, and monitor postage meter machines, electronic scales, and other equipment; operate labeling and printing equipment when preparing mailing labels; assemble and insert materials for mailing; may operate a computer or word processor while making additions, deletions, and other modifications to mailing lists; research mailing list databases and compile new lists for targeted mailings.

Office Assistant: Under close supervision, may type letters, reports, charts, tables, case records, vouchers, or similar documents; proofread finished copy to correct grammar, punctuation, and spelling; process a variety of documents according to established policies and procedures; refer difficult or technical inquiries to other staff; file documents; prepare, arrange, index, cross file and maintain computerized and manual records, logs, rosters and registers; compile data for general information purposes and individual requests for special reports and projects by extracting and/or tabulating information from a variety of sources and predetermined forms or procedures; answer telephone and route incoming calls; direct individuals to appropriate offices and staff; receive, open, and time stamp mail; sort and log correspondence; deliver and pick up various materials, stuff envelopes, and assemble packages for mailing; provide a variety of basic, administrative support duties for management and supervisory personnel, as directed.

Print Shop Duplicator: Under close supervision, may set up and operate computer-controlled duplicating equipment in the production of forms, notices, reports, maps, specifications and other materials, utilizing various sizes and weights of paper, large solids, continuous tone, half-tone and line work; provide advice regarding format, layout, and machine capabilities and alternative methods of duplication; clean, lubricate, adjust and make minor repairs to equipment; perform related work, such as collating, binding, cutting, trimming, padding and punching; operate other types of duplicating equipment.

Stock Clerk: Under close supervision, may stock inventory supply items on shelves or in bins; receive, stock or store supplies, furniture, and equipment; assemble and complete requisition orders; deliver and distribute supplies, equipment, and furniture to various divisions and offices; receive supplies, equipment, and furniture delivered from vendors; move items to the stockroom and warehouse; assist in the inventory and tagging of fixed assets; assist in the disposition of surplus equipment; prepare and maintain records pertaining to the receipt, storage, and distribution of supplies, furniture, and equipment; inventory and reorder stockroom supplies as directed.

All Classes: May perform other related duties as required or assigned.

MINIMUM REQUIREMENTS:

Special Requirements: Current enrollment in, completion of, or current or past eligibility for a California County Department of Children and Family Services' and Probation Department's Independent Living Program; or current enrollment in the Department of Public Works' and Probation Department's Youth Opportunity Program; or current participation in a nonprofit organization program that provides young adults emancipated from a state or local foster care system with job training and career development.

Preparation: Education, knowledge, skills, training OR experience that would demonstrate the capacity to learn and perform the essential duties of the position to which assigned.

Driver's License: Some positions in this classification, depending upon assignment, require possession of a valid California Class C Driver's License to perform job-related essential functions. Candidates offered these positions would be required to show proof of a driver's license before appointment. Some applicants for this position will be required to present a copy of his/her driving record from the California State Department of Motor Vehicles before being appointed. License must not be suspended, restricted, or revoked. An applicant whose driving record shows significant moving violations, and/or at fault accidents, may not be appointed to position that would require operation of a motor vehicle while on duty.

Americans with Disabilities Act of 1990: All positions are open to qualified men and women. Pursuant

to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation, or help in order to apply for a position, may contact the Human Resources Manager over Recruitment and Selection for assistance.

Physical Classes:

General Maintenance Helper is Physical Class III – Moderate: This class requires that the incumbent stand or walk most of the time with bending, stooping, squatting, twisting, reaching, working or irregular surfaces, occasional lifting of objects weighing over 25 pounds, and frequent lifting of 10-25 pounds.

Fleet Services Worker is Physical Class III – Moderate: This class requires that the incumbent stand or walk most of the time with bending, stooping, squatting, twisting, reaching, working or irregular surfaces, occasional lifting of objects weighing over 25 pounds, and frequent lifting of 10-25 pounds.

Mail/Subscription Service Clerk is Physical Class II – Light: This class includes administrative and clerical positions requiring light physical effort, which may include occasional light lifting to a 10-pound limit, and some bending, stooping, or squatting. Considerable ambulation may be involved.

Office Assistant is Physical Class II – Light: This class includes administrative and clerical positions requiring light physical effort, which may include occasional light lifting to a 10-pound limit, and some bending, stooping, or squatting. Considerable ambulation may be involved.

Print Shop Duplicator is Physical Class III – Moderate: This class requires that the incumbent stand or walk most of the time with bending, stooping, squatting, twisting, reaching, occasional lifting of objects weighing over 70 pounds, and frequent lifting of 10-25 pounds.

Stock Clerk is Physical Class III – Moderate: This class requires that the incumbent stand or walk most of the time with bending, stooping, squatting, twisting, reaching, working or irregular surfaces, occasional lifting of objects weighing over 25 pounds, and frequent lifting of 10-25 pounds.

ATTACHMENT B

TITLE: MONITORING OPERATIONS MANAGER

DEFINITION: Under direction of the Assistant Deputy Executive Officer, manages and provides technical direction to a unit engaged in a program of air quality control; and does other related work as required.

CLASSIFICATION STANDARDS: This single-position management class is characterized by the responsibility for managing the daily administration of the Source Testing Branch. This class is distinguished by the technical knowledge of source testing of commercial and industrial plant operations, especially energy-generation, chemical and petroleum processes.

ESSENTIAL DUTIES: Manages a technical staff unit; plans, organizes, assigns, reviews, and evaluates the work of assigned staff; prepares performance appraisals, and provides technical and administrative support, coaching, and guidance, as necessary.

Helps in the preparation of evaluations, analyses, and other forms of quantitative assessment of air quality data, reports, scientific papers, and other written documents; reviews and edits materials prepared by team members; and evaluates the effectiveness of programs and projects in progress and redirects or modifies them as necessary in order to achieve SCAQMD goals.

Assists in the coordination of investigative projects concerned with the measurement and analysis of air quality or emission inventories and in the determination of emission reduction and source performance standards, working with engineering, source testing, and other technical personnel.

Conducts workshops and meetings or provide consultation and advice to individuals and businesses in matters related to area of expertise.

Reviews and reports on reports and technical literature pertinent to air quality planning, emissions, control, and rule development.

Reviews legislation and provides technical assistance and expertise in preparation of briefs and testimony for legal proceedings affecting the SCAQMD.

EXPERIENCE: Five or more years of technical or professional air quality experience, or demonstrated supervisory experience in the air monitoring field which would demonstrate the requisite knowledge, skills and abilities defined in the job announcement for the position to which assigned.

KNOWLEDGE OF: technical methods and applications involved in measurement of criteria and air toxic pollutants; advanced air monitoring methods and techniques; principles and practices of supervision and management; and Local, State and Federal laws relating to air pollution matters with particular emphasis on the monitoring requirements of AB617.

TITLE: MONITORING OPERATIONS MANAGER

SKILL OR ABILITY TO: direct and evaluate comprehensive planning and research studies; understand and interpret applicable laws, rules, and regulations; read, understand, and follow verbal and written directions; communicate clearly and concisely, both orally and in writing; prepare and present concise, logical reports of a technical nature; establish and maintain effective relationships with all those contacted in the course of work; plan, organize, assign, review, and evaluate the work of assigned staff; communicate effectively with all levels of management both orally and in writing; resolve sensitive problems involving the public and industry representatives; represent SCAQMD at public meetings and hearings; and make effective public presentations.

Evidence of the required knowledge, skills and abilities may be demonstrated, in part, by graduation from an accredited college or university, preferably with a major emphasis in chemistry, engineering, physics or a related field; and/or technical experience working on field and air monitoring studies, and community monitoring projects; and experience ~~in~~ supervising professional and technical staff involved in air pollution measurements.

LICENSE: Possession of a valid California Class "C" Driver's License.

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT
PLANNING, RULE DEVELOPMENT AND AREA SOURCES

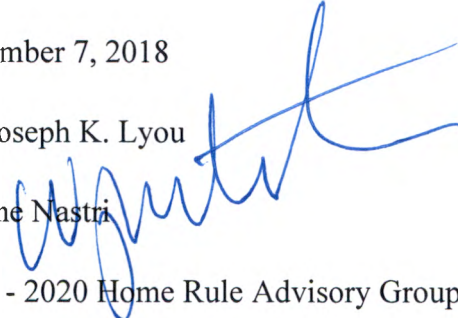
[↑ Back to Agenda](#)

Item 14

MEMORANDUM

DATE: December 7, 2018

TO: Dr. Joseph K. Lyou

FROM: Wayne Nasti 

SUBJECT: 2019 - 2020 Home Rule Advisory Group Membership Roster

Attached is the proposed 2019 – 2020 Home Rule Advisory Group Membership Roster. With your approval, this roster will be presented at the Administrative Committee on December 14, 2018 for committee approval. The additions to the roster consist of two environmental representatives and Supervisor Rutherford’s community representative. Those three resumes are attached or forthcoming.

ADMINISTRATIVE COMMITTEE – Review: December 14, 2018		
1.	<p>Approve the 2019-2020 Membership Roster for the Home Rule Advisory Group</p> <p>The Home Rule Advisory Group members will assist staff to seek consolidation of overlapping federal, state and local regulations to streamline regulatory compliance. This action is to approve the proposed membership roster for the advisory group and delegate authority to the Board Chair or his designee to make additional appointments or assign replacement/alternate business or environmental representatives as needed.</p> <p><i>(Written Material Attached)</i></p>	Philip Fine Deputy Executive Officer

Approved: _____
 Dr. Joseph Lyou
 Advisory Group Chairman

Date: _____

PF:abs

Attachment



South Coast Air Quality Management District
Home Rule Advisory Group
Membership Roster
(Term: 2019-2020)

CHAIRPERSON **VICE CHAIR**

Dr. Joseph K. Lyou

Mayor Ben Benoit

BOARD MEMBER

Dr. Clark E. Parker, Sr.

AGENCY MEMBERS

Philip Fine
SCAQMD
pfine@aqmd.gov

Richard Corey, represented by Brian Clerico
California Air Resources Board
bclerico@arb.ca.gov

Elizabeth Adams, represented by Amy Zimpfer
EPA, Region 9
zimpfer.amy@epa.gov

Ping Chang
Southern California Association of Governments
chang@scag.ca.gov
ALT: Rongsheng Luo

BUSINESS REPRESENTATIVES

Mike Carroll
Regulatory Flexibility Group
michael.carroll@lw.com
ALT: Bob Wyman

Bridget McCann
Western States Petroleum Association
bridget@wspa.org
ALT: Patty Senecal

Curtis Coleman
Southern California Air Quality Alliance
colemanlaw@earthlink.net
ALT: Susan Stark (Tesoro)

Daniel McGivney
Southern California Gas
dmcgivney@semprautilities.com
ALT: Lauren Nevitt

William R. La Marr
California Small Business Alliance
billlamarr@msn.com

Bill Quinn
California Council for Environmental
& Economic Balance
billq@cceeb.org
ALT: Janet Whittick

ENVIRONMENTAL REPRESENTATIVES

Marc Carrel
Breath California of Los Angeles County
mcarrel@breathla.org

Carlo De La Cruz
Sierra Club
cldels@gmail.com

COMMUNITY REPRESENTATIVES – Recommended by Board Members

Michael Downs (McCallon)

Downs Energy

mike.downs@downsenergy.com

David Rothbart (Mitchell)

County Sanitation District of Los Angeles Co.

drothbart@lacsdc.org

Jaclyn Ferlita (Lyou)

Air Quality Consultants

jferlita@aqc-inc.com

Larry Rubio (Perez)

Riverside Transit Agency

lrubio@riversidetransit.com

Martin Hansberger (Rutherford)

Holliday Rock Company, Inc.

mhansferger@holidayrock.com

Larry Smith (Benoit)

Cal Portland Cement

lsrs301@gmail.com

Art Montez (Lyou)

AMA International

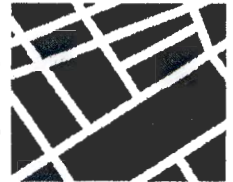
arturomontez@gmail.com

TyRon Turner (Burke)

Dakota Communications

tyronturner2002@yahoo.com

1043 S. Stanley Ave
Los Angeles, CA 90019
323.620.0396
cldels@gmail.com



Carlo De La Cruz

South Coast Air Quality Management District
21865 Copley Drive
Diamond Bar, CA 91765

Re: Home Rule Advisory Group Invitation

Dear Dr. Lyou,

I am writing to express my strong interest in the South Coast Air Quality Management District's Home Rule Advisory Group, as an Environmental Representative. I currently serve as the Senior Campaign Representative for the Sierra Club's My Generation campaign. Specifically, I manage the day to day implementation and overall strategy for the Transportation Electrification and Air Quality priorities of the campaign based in California. I'm drawn to this opportunity to provide meaningful engagement with the South Coast Air Quality Management District due to my lifelong interest in social justice and civic engagement as a way to facilitate greater community engagement and investment in cities and neighborhoods.

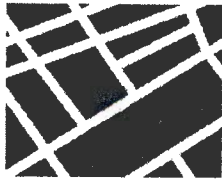
Working for community based non-profits, regional government agencies, and advocacy organizations; I have fostered a multi-sector understanding of the political interests that inform and drive city governance and the public-private partnerships often needed to drive innovation. My current work with the Sierra Club allows me to work with city and regional planners, utility stake holders, community and advocacy coalitions in order to develop policy recommendations for more equitable and inclusive transportation future. Working simultaneously with marginalized communities and government agencies, I've strengthened my facilitation and project management skills to achieve equitable and transparent policy outcomes. My experience in City Planning and community advocacy has allowed me to develop a unique skill set and appreciation that values not only our public intuitions, but the community and non-profit networks that continue to push cities and regional agencies to be more accountable, responsive and transparent to its residents.

Southern California has always been a place for pioneering spirits and where innovation is harnessed to meet our greatest challenges. It is by bringing together institutions and sectors in order to work collaboratively to solve our region's biggest economic and environmental challenges, that we can foster and build a more economically resilient future, as well as a more sustainable and environmentally equitable future for Southern California and its residents.

Thank you in advance for your time and consideration.

Sincerely,

Carlo De La Cruz



Carlo De La Cruz

323-620-0396
cldels@gmail.com
@CarloDLC

EDUCATION

- 2015 **University of California, Berkeley**
Master of City and Regional Planning
- 2009 **University of California, Berkeley**
BA History of Art;
BA Asian American Studies;
Minor Global Poverty

TECHNICAL SKILLS & PROFICIENCIES

Photography & Design
Project Management, Analysis & Evaluation
Policy Analysis & Community Engagement
Census & ACS Data Analysis
GIS (ArcGIS)
Campaign Coalition Building
Microsoft Office Suite & Adobe Suite
Grant Writing, Administration & Donor Cultivation

PUBLICATIONS

- The Case for a State Inventory of Infrastructure Assets*
Milken Institute (Author) 2017
- The Supply Side: Defining a Pathway for Increasing California's Housing Development Opportunities*
Milken Institute (Co-Author) 2016
- California's Infrastructure Convergence: Aligning Development and Human Capital Investments*
Milken Institute (Co-Author) 2015
- Transit Oriented Development and Affordable Housing: Survey of Five East Bay Properties*
Association of Bay Area Governments (Author) 2015
- Effects of TOD Location on Affordable Housing Tenants Travel Behavior, Access to Jobs and Services*
Presented at AICP (Co-Author) 2014
- Voices of Democracy: Asian Americans and Language Access During the 2012 Elections*
Asian Americans Advancing Justice (Co-Author) 2013

PUBLIC SERVICE

- 2013 - Present **Co-Chair & Founding Member**
Lacuna Giving Circle
- 2014 - 2015 **President**
Planners Student Association
- 2011 - 2014 **Member, Board of Directors**
Gay Asian Pacific Alliance
- 2009 - 2009 **Micro-Credit Field Researcher**
Gawad Kalinga, Philippines
- 2008 - 2009 **Academic Affairs Vice President**
Associated Students of the
University of California, Berkeley

PROFESSIONAL

- 2018 - Sierra Club
Present **Senior Campaign Rep**, Transportation Electrification

Manage and provide overall strategy for the My Generation Transportation Electrification campaign based in California. Focus areas include Air Quality, Transportation Electrification, Vehicle Grid Integration, and equity outcomes for front line communities. Interface with press, media, elected officials, industry stake holders and regulatory agencies including CARB, SCAQMD, CPUC, and the CEC.

- 2015 - Milken Institute
2017 **Senior Analyst**, Programs & Policy, California Center

Public Policy and economic development analyst for California's regional economies - Southern California and Bay Area. Addressing affordability and urban development issues through public policy, research and program development for the institute's California Center focusing on jobs-housing-transit balance. Manage and developed programs on infrastructure, workforce and housing, including partnerships with Andreessen Horowitz on technology policy. Authored several reports on infrastructure financing, housing development and financing P3 models to spur greater sustainable green investment.

- 2014 - Association of Bay Area Governments
2015 **Survey Director and Report Principal Author**,
RCD Intern, Affordable Housing & TOD Initiative

Managed and published a joint research initiative with the regional Bay Area metropolitan planning organization, Association of Bay Area Government and the affordable housing developer, Resources for Community Development analyzing the environmental and economic benefits of combining affordable housing with transit. Provided recommendations on ways in which Cap-n-Trade funds could be utilized to address housing gaps and policy changes under AB 32, SB 375 and SB 535.

- 2013 - Blum Center for Developing Economies
2015 **Head Graduate Student Instructor**, Global Poverty

Facilitated weekly discussion sections with over fifty students and managed a team of six graduate instructors. Developed supplemental curriculum on urban inequality and city governance.

- 2009 - Advancing Justice - Asian Law Caucus
2013 **Program Manager**, Voting Rights

Secured the passage and adoption of AB 817 a bill to allow for lawful permanent residents to provide Election Day assistance to bilingual voters. Coordinated communications and advocacy for bill passage. Provided project management for the development and launch of the Asian American Voter Protection Project - a regional campaign to monitor language assistance and access at the polls on Election Day in seven Bay Area counties. Interfaced with local and state wide government agencies on compliance with the Federal Voting Rights Act and the California Voting Rights Act.

DRAFT

BOARD MEETING DATE: January 4, 2019

AGENDA NO. xx

PROPOSAL: Execute Contracts for Emission Reduction Projects Using Incentive Funding from SCAQMD Special Revenue Funds, and Reimburse General Fund for Administrative Costs for Contract Administration

SYNOPSIS: In January 2018, the Board released an RFP to solicit stationary and mobile source projects that will result in emission reductions of NO_x, VOC, and PM, in accordance with the approved control strategy in the 2016 AQMP. Project funding is proposed from existing special revenue funds related to mitigation fees, settlements, or grants from other agencies, and was approved for up to \$61 million. Twenty-five proposals are being recommended for a total amount not to exceed \$46,419,125. The remaining balance of the \$61 million allocated for this RFP will be reserved to expand or continue implementation of the awarded projects or for other future needs. This action is to execute contracts for air quality emission reduction projects in a total amount not to exceed \$46,419,125 as listed in Table 3. This action is to also reimburse the General Fund up to 6.25 percent for administration of the projects.

COMMITTEE: Administrative, December 14, 2018; Recommended for Approval

RECOMMENDED ACTIONS:

1. Authorize the Chairman to execute contracts for air quality emission reduction projects from the Special Revenue Funds as listed in Table 3 in a total amount not to exceed \$46,419,125;
2. Authorize the Executive Officer to reallocate any funding that becomes available due to unexecuted or reduced-cost contracts among the recommended projects as listed in Table 3 as appropriate;
3. Approve the addition of two Air Quality Specialists, one in Planning, Rule Development and Area Sources and one in Science & Technology Advancement and appropriate \$65,852 (February through June 2019) each to Planning, Rule Development and Area Sources' and Science and Technology Advancement's FY 2018-19 Budgets, Salaries and Employee Benefits Major Object to administer the projects listed in Table 3; and
4. Authorize reimbursement to the General Fund for administrative costs of up to 6.25 percent from the various Special Revenue Funds to cover the program administration of emission reduction projects.

Wayne Nastri

Background

The South Coast Air Quality Management District (SCAQMD) is committed to achieving healthful air in the South Coast Air Basin and Coachella Valley. The 2016 AQMP seeks to achieve and maintain federal air quality standards within attainment deadlines by the earliest date achievable to comply with Federal Clean Air Act requirements. In particular, the region must meet the 8-hour ozone, 1-hour ozone, 24-hour PM_{2.5}, and annual PM_{2.5} National Ambient Air Quality Standards over the next 5 years. Although great strides have been made in air pollution control programs, these health-based air quality standards cannot be achieved without significant further emission reductions. In order to meet these goals, the 2016 AQMP includes an integrated control strategy addressing multiple objectives for a more efficient path in meeting all air quality standards. The 2016 AQMP uses a variety of implementation approaches to meet air quality standards such as regulation, accelerated deployment of available cleaner technologies (e.g., zero emission and near-zero emission technologies), and co-benefits from existing programs (e.g., climate and energy efficiency). Additional demonstration and commercialization projects will be crucial to help deploy and reduce costs for zero and near-zero emission technologies. A key element of the 2016 AQMP is to make available private and public funding to help further the development and deployment of these advanced technologies. Further, many of the same technologies will address both air quality and climate goals, such as increased energy efficiency and reduced fuel usage.

The SCAQMD is taking an initial step toward establishing an incentive funding program for stationary sources as well as continuing mobile source incentive funding to achieve emission reductions, in accordance with the approved control strategy in the 2016 AQMP. Incentives can be best applied where controls are cost-effective overall, but not necessarily affordable to the affected sector, especially when controls are considered for smaller businesses or residences. Incentive funds can be used to subsidize low-emitting equipment purchases or encourage the use of alternative approaches. For example, replacement of older, high-emitting vehicles with the cleanest vehicles available through incentive funding is one of the most effective control strategies. Programs that expand supporting infrastructure for implementation of cleaner fuels (e.g., charging infrastructure, alternative fueling stations, etc.) also help to accelerate the use of ultra-low emitting vehicles. The SCAQMD will continue to support technology demonstration projects for both mobile and stationary sources and will work to create new or expanded funding opportunities for early deployment of cleaner technologies. The SCAQMD will also prioritize distribution of incentive funding in environmental justice (EJ) areas and seek opportunities to expand funding to benefit the most disadvantaged communities.

RFP Proposal

On January 5, 2018, the Board approved the release of RFP #P2018-06 to announce the availability of funds and solicit proposals for emission reduction projects in accordance with the approved control strategy in the 2016 AQMP. The broad-based RFP was open to a wide variety of project types including but not limited to zero and near zero technologies, equipment replacement/repower/retrofit, infrastructure, energy efficiency improvement, and technology demonstration to achieve NOx, PM, and VOC emission reductions with up to \$61 million available from a combination of several SCAQMD Special Revenue Funds.

Outreach

A significant effort was made to conduct outreach to potential applicants including five community meetings held in each of the four counties with two meetings in the proximity of refineries in the South Bay (Table 1). Approximately 60 representatives from local communities, environmental groups, consulting firms, local governments and utilities attended the community meetings.

Table 1. List of Public Community Meetings

Date	Location	Venue	Meeting Time
Tues 2/20	Torrance	Torrance Community Center Garden Room 3330 Civic Center Dr, Torrance, CA 90503	1PM – 3PM
Tues 2/20	Wilmington	Wilmington Senior Center 1371 Eubank Ave, Wilmington, CA 90744	6PM - 8PM
Wed 2/21	Buena Park	Buena Park Community Center 6688 Beach Blvd., Buena Park, CA 90621	2PM – 4PM
Thurs 2/22	San Bernardino	San Bernardino County Transportation Authority 1170 W 3rd St, San Bernardino, CA 92410	9:30AM – 11:30AM
Thurs 2/22	Riverside	Louis Rubidoux Public Library 5840 Mission Blvd., Jurupa Valley, CA 92509	2PM – 4PM

In accordance with SCAQMD’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 and sent to over 900 email recipients. Additionally, a bidder’s conference was held at the SCAQMD Headquarter on January 24, 2018 with approximately 60 people in attendance.

Staff also developed a webpage specific to the incentive funding program and RFP with supporting documents such as a project summary sheet, frequently asked questions, community meetings and bidders conference times, locations and presentations.

Proposals Received

Eighty-two proposals were received by the submittal deadline of April 11, 2018, requesting a total of more than \$385 million in SCAQMD Special Revenue Funds. A list of all proposals received is provided in Attachment A. Of the eighty-two proposals, one proposal was withdrawn and one proposal failed to meet the minimum standards for

evaluation as it was not legible. The twenty-five proposals recommended for funding meet the technical merits of the RFP, complement existing SCAQMD funding portfolios, and meet the policy objectives of the District.

Fund Restrictions

The SCAQMD Special Revenue Funds for this RFP were established with monies from various sources including settlements, mitigation fees, or monies from other agencies. A majority of the Special Revenue Funds are reserved for projects that achieve NOx emission reductions or have other specific restrictions, such as being available for VOC or PM2.5 reductions. A limited number of these funds require funded projects to be “in proximity” of particular emission sources such as refineries, peaker plants or chemical plants. Since “in proximity” is not clearly distinguished, staff recommends defining it as a 6-mile radial distance from the boundary of an emission source. The 6-mile radial distance definition has been previously used to identify emission mitigation projects in proximity of power plants for the AB 1318 program.

RFP Evaluation

The broad-based nature of the RFP allowed for a wide variety of proposed projects, with no particular restriction on the types of projects, process or methodology to achieve emission reductions. As a result, the 80 proposals evaluated were from a variety of disciplines, varying from mobile source to stationary source, and implementation projects to technology demonstrations. To streamline the evaluation process, the eighty eligible proposals were categorized into four categories: (1) mobile source replacement/repower/retrofit and related infrastructure, (2) mobile source technology demonstration and infrastructure, (3) stationary source replacement/repower/retrofit, efficiency improvement and related infrastructure, and (4) stationary source technology demonstration and infrastructure. By grouping proposals together into one of the categories, each proposal was evaluated along with other similar projects. Each of the evaluation panels consisted of four members, including three internal SCAQMD staff and one external member from either CARB or U.S. EPA. Proposals were evaluated using criteria as outlined in the RFP and shown in Table 2. Panel members were selected based on their knowledge and expertise.

Table 2. Project Evaluation Criteria

Project Evaluation Criteria	Maximum Points
Aids in achievement of SCAQMD’s regional air quality goals in the jurisdiction of the SCAQMD and/or promotes long-term emission reduction technologies/strategies associated with state/federal regulatory clean air plans	35
Experience and expertise of Proposer or other evidence of capacity to complete the project	20
Effective use of funds (e.g. cost effectiveness and/ or funding partnerships)	15
Co-contaminant reduction benefits (e.g. control/mitigation of toxics or GHGs)	10

EJ Area benefits	10
Job creation within the jurisdiction of the SCAQMD	5
Community/government support	5
Total	100
Additional Points (17 maximum)	
Small Business or Small Business Joint Venture	10
DVBE or DVBE Joint Venture	10
Use of DVBE or Small Business Subcontractors	7
Low-Emission Vehicle Business	5
Local Business (Non-Federally Funded Projects Only)	5
Off-Peak Hours Delivery Business	2
Most Favored Customer Pricing	2

As outlined above, priority for distribution of incentive funding was placed on cost-effective and feasible projects that aid in achieving SCAQMD’s air quality goals. Additional points were also awarded to projects in EJ areas and to projects which provide co-benefits of other air contaminants including greenhouse gases and air toxics as well as projects having local and community support. Evaluators used the criteria listed in Table 2 to rank the proposed projects. Projects which did not result in a minimum technical score of 70 percent (56 points) were not considered for funding since the evaluation panels believed that proposals below this threshold lacked information demonstrating a likelihood of success in achieving emission reductions and thus should not be considered for funding at this time. The technical score was comprised of the first four criteria listed in Table 2. In addition, for the purpose of this RFP, schools and local governments were considered as local businesses in the evaluation.

Proposed Awards and Recommendations

Based on the panel evaluations, 56 proposals received a technical score above the 70 percent threshold, totaling approximately \$200 million in requested funding. The 56 qualifying proposals were further considered in terms of certainty and permanency of emission reductions, number of projects already funded / proposals to be funded for a particular source category or technology, the eligibility of funding opportunities from other sources such as utilities or federal grants, if proposals complemented the existing SCAQMD funding portfolio, and other policy considerations.

As a result, a total of 25 proposals are recommended for funding for an amount not to exceed \$46,419,125 from the Special Revenue Funds as shown in Table 3. The funding

amount for each recommended project has been matched to the RFP funding sources¹, as outlined in the original release of the RFP (Table 1–RFP Funding Sources by Fund #). The recommended projects support AQMP goals, have a long-term positive impact on air quality goals of the SCAQMD, complement other incentive programs and provide the basis for new incentive programs to expand the District’s funding portfolio. Staff recommends the Board approve the projects in Table 3 for up to the amount indicated. Several of the recommended project funds are contingent on the proposer obtaining additional funding or forming project partnerships. For these projects (denoted with an asterisk in Table 3), the recommended funding amount will be set aside for a period of up to 18 months to complete contract negotiations. If additional funding or partnerships cannot be established or projects are awarded/completed at a reduced amount, then these funds will be released to continue or expand on the awarded projects or for other future projects. Therefore, staff recommends authorizing the Executive Officer to reallocate this funding to continue or expand on the awarded projects as appropriate. Furthermore, staff recommends partial funding for some of the proposals based on implementation of a portion of the projects or minor changes to the scope of work, as denoted in Table 3. The Special Revenue Funds and amounts listed in Table 4 have been identified as eligible sources of funding for the projects selected for this RFP program.

¹ Exact amount from each funding source is subject to change based on the available funding balance at the time of Board approval

Table 3. List of SCAQMD Staff Recommended Projects

#	Project Proponent	Project Title	Requested Funding Amount	Recommended Funding Amount (up to)	SCAQMD Funding Source #
1	Institute of Gas Technology	Ultra Low-NOx Commercial Foodservice Deep Fat Fryer Development	\$321,970	\$321,970	Fund 27 \$321,970
3	Institute of Gas Technology	High Efficient and Low-Nox Combo Ribbon Burner Combustion System Demonstration	\$1,282,000	\$1,282,000	Fund 27 \$1,282,000
5	Nett Technologies	Commercial Harbor Craft Nox and PM Emission Reduction Technology Demonstration	\$1,785,000	*\$1,338,750	Fund 54 \$1,338,750
6	Rialto Bioenergy Facility, LLC	Rialto Bioenergy Facility RNG Upgrading and Interconnection Project	\$4,365,801	\$4,365,801	Fund 27 \$4,365,801
7	Chanje Energy, Inc.	Chanje Zero-Emission Panel Van Deployment Project	\$11,793,135	***\$3,000,000	Fund 27 \$3,000,000
8	Grant Farm	AMPCaddy Deployment Program	\$722,060	*\$361,030	Fund 54 \$361,030
12	Harley Marine Services	Electric Drive Tugboat Technology Project	\$3,000,000	\$3,000,000	Fund 54 \$3,000,000
14	Beckett Gas, Inc.	Application of Swirl-Pattern Burner Head Technology (Rule 1111)	\$791,992	\$791,992	Fund 27 \$791,992
16	BioFuels Energy, LLC	Aquarium of the Pacific 1320 kW Fuel Cell Power Generation System	\$650,000	\$650,000	Fund 27 \$650,000
23	University of Redlands	Microgrid System at University of Redlands	\$1,962,000	\$1,962,000	Fund 27 \$1,962,000
24	Transportation Power, Inc.	Electric Class 8 Refuse Trucks Using Advanced Charging and Renewable Energy	\$5,999,988	***\$2,250,000	Fund 27 \$2,250,000
34	Port of Long Beach	The Port of Long Beach Zero-Emission and Hybrid Terminal Equipment Deployment and Demonstration Project	\$11,570,713	***\$2,500,000	Fund 54 \$2,500,000
38	FuelCell Energy, Inc.	Riverside Flare Reduction Project: Producing Renewable Hydrogen & Power and Avoiding NOx and VOC	\$3,767,380	\$3,767,380	Fund 27 \$3,767,380
41	Southern California Gas Company	Midstream Commercial Water Heating Incentive Program	\$1,221,237	\$1,221,237	Fund 20 \$610,618 Fund 27 \$610,619
43	Southern California Gas Company	Residential Fuel Cell Demonstration with PV and Storage	\$490,000	\$490,000	Fund 27 \$490,000
44	University of Southern California	Transient Pulsed Plasma Technology for Retrofit Treatment of Diesel Emissions	\$688,045	\$688,045	Fund 27 \$354,313 Fund 41 \$333,732
47	Clean Energy	Market Acceleration Program (MAP) (HD NZ NG Truck Replacement)	\$6,000,000	***\$3,000,000	Fund 54 \$3,000,000
62	Lantec Products	Next Generation Ultra Low NOx Forced Air Furnace	\$340,000	\$340,000	Fund 27 \$340,000
65	Healthy Hearth, LLC	HearthCAT Retrofit Program	\$4,560,000	***\$2,280,000	Fund 27 \$2,280,000

Table 3. List of SCAQMD Staff Recommended Projects (Concluded)

#	Project Proponent	Project Title	Requested Funding Amount	Recommended Funding Amount (up to)	SCAQMD Funding Source #
66	PureFlame Technologies, LLC	Restaurant Emissions - PM Reduction Program	\$1,072,000	***\$100,000	Fund 27 \$100,000
70	Coachella Valley Association of Governments	Regional PM-10 Street Sweeping Operations in Coachella Valley	\$1,100,000	**\$1,150,000	Fund 35 \$750,320 Fund 36 \$189,496 Fund 45 \$210,184
71	Association for Energy Affordability, Inc.	Multifamily Affordable Housing Electrification Project: Zero-NOx Water Heating, Space Heating, Cooking and Laundry Systems	\$7,740,000	\$7,740,000	Fund 27 \$2,534,926 Fund 37 \$561,074 Fund 54 \$4,644,000
76	Advanced Energy Machines (AEM)	Zero emission transport refrigeration at Heart of Compassion Distribution	\$338,920	\$338,920	Fund 27 \$338,920
81	Bloom Energy, Corp.	Fuel Cells Integrated with Energy Storage on College of the Canyons Campus	\$3,000,000	\$3,000,000	Fund 27 \$3,000,000
82	Alcal Specialty Contracting	Residential Energy Efficiency Retrofit Project (San Fernando Valley)	\$1,933,333	*\$480,000	Fund 27 \$480,000
Total Recommended Funding Amount (Up To)				\$46,419,125	

- * Recommended funding is contingent on proposer obtaining additional co-funding or forming project partnerships.
- ** Recommend funding for 1 out of the 5 years requested, and allocating an additional \$50,000 for a study to improve program efficiency, with remaining funds released once report is completed.
- *** Partial funding for a subset of the proposals including, but not limited to, reduced recommended amount or reduced number of equipment.
- Fund 20 - Restricted to provide small business assistance
- Fund 27 - Restricted to NOx mitigations
- Fund 36 - Restricted to offset PM10 emissions
- Fund 37 - Restricted to provide emission reductions in vicinity of new or expanded peaker plants
- Fund 41 - Restricted to reduction in toxics exposure and NOx emissions
- Fund 44 - Restricted to reduction of VOC emissions in proximity of refineries and chemical plants
- Fund 45 - Restricted to NOx / PM10 mitigations
- Fund 54 - Restricted to offset refinery flare emissions

Table 4. Proposed Project Funding

Fund #	Fund Description	Amount*	SCAQMD 6.25% Administrative Cost (up to)*	Grand Total
Fund 20	Air Quality Assistance	\$610,619	\$38,164	\$648,782
Fund 27	AQIP Prefunding	\$93,650	\$5,853	\$99,503
Fund 27	Rule 1110.2	\$213,708	\$13,357	\$227,065
Fund 27	Rule 1121	\$2,240,258	\$140,016	\$2,380,275
Fund 27	EO Mitigation	\$10,748,692	\$671,793	\$11,420,485
Fund 27	Rule 1111	\$15,623,612	\$976,476	\$16,600,088

Fund 35	AES Settlement	\$750,320	\$46,895	\$797,215
Fund 36	1309.1 Priority Reserve	\$189,496	\$11,844	\$201,340
Fund 37	CARB ERC Bank	\$561,074	\$35,067	\$596,141
Fund 41	State Backup Generator Program	\$333,732	\$20,858	\$354,590
Fund 45	CBE/OCE Settlement	\$210,184	\$13,136	\$223,320
Fund 54	Rule 1118 Mitigation	\$14,843,780	\$927,736	\$15,771,516
Total		\$46,419,125	\$2,901,195	\$49,320,320

* Exact amount from each funding source is subject to change based on the available funding balance at the time of Board approval

Administration

Staff proposes to reimburse the General Fund for administrative costs up to 6.25 percent from the Special Revenue Funds listed in Table 3 to cover the program administration of the emission reduction projects. This administration cost is consistent with the cost for administering other incentive programs such as the Carl Moyer Program. Additional staff may be requested in the next budget to handle contract management and tracking emission reductions to ensure they are creditable to the State Implementation Plan and develop guidelines for future stationary source incentive programs.

Benefits to SCAQMD

A total of 25 stationary and mobile source projects are recommended for funding. Of the 25 projects, 14 are selected to implement commercially available zero or near zero control technology as well as to support infrastructure for implementation of cleaner fuels. These projects are anticipated to result in approximately 86 tons per year (tpy) of NOx and 2 tpy of PM2.5 emissions reductions in the Basin with the majority of projects in EJ communities. Additionally, 11 technology demonstration projects are recommended for funding. Upon successful demonstration and deployment, these projects have the potential to provide long term emission reduction benefits of up to 816 tpy of NOx and 553 tpy of PM2.5. Out of the \$46,419,125 of the recommend funding, over \$35 million are allocated for implementation/deployment projects, of which 79% of the funding will be spent in EJ areas and disadvantaged communities. The remaining funding (over \$11 million) is allocated for technology demonstration projects, which would provide benefits to EJ areas and disadvantaged communities as well in the long term.

Resource Impacts

A total of \$61 million from SCAQMD Special Revenue Funds was identified by the Board on January 5, 2018. The total cost for the recommended projects is not to exceed \$46,419,125 from the various Special Revenue Funds. The remaining will be reserved for this RFP to expand or continue implementation of the awarded projects or for other future projects. Staff also recommends reimbursement to the General Fund for administrative costs up to 6.25 percent from the various Special Revenue Funds to cover the program administration of the emission reduction projects. Upon Board approval,

sufficient funding will exist for the two Air Quality Specialists in the FY 2018-19 General Fund Budget and ongoing costs will be included in future year budgets.

Attachments

- A. List of Proposals Received
- B. Scores of Proposals Evaluated

Attachment A
Table A-1
List of Proposals Received

Proposal Number	Project Title	Proposer Name	Requested Funding Amount
1	Ultra Low-Nox Commercial Foodservice Deep Fat Fryer Development	Institute of Gas Technology	\$ 321,970
2	Retrofit of Diesel Tugboat with Natural Gas & Diesel Blends	Blue Gas Marine	\$ 150,000
3	High Efficient and Low-Nox Combo Ribbon Burner Combustion System Demonstration	Institute of Gas Technology	\$ 1,282,000
4	Novel Efficient Combustion for Char broilers with Reduced Particulate Emissions	Institute of Gas Technology	\$ 258,000
5	Commercial Harbor Craft Nox and PM Emission Reduction Technology Demonstration	Nett Technologies	\$ 1,785,000
6	Rialto Bioenergy Facility RNG Upgrading and Interconnection Project	Rialto Bioenergy Facility, LLC (RBF)	\$ 4,365,801
7	Chanje Zero-Emission Panel Van Deployment Project	Chanje Energy, Inc.	\$ 11,793,135
8	AMPCaddy Deployment Program	Grant Farm	\$ 722,060
9	Zero-Emission RTG Advanced Infrastructure Program	Grant Farm	\$ 10,118,010
10	Battery-Electric Truck Ferry Project	Curtin Maritime	\$ 11,322,365
11	Combustion System Optimization on a Gas-Fired Residential Heat Pump Water Heater (5ng/J)	Stone Mountain Technologies	\$ 317,195
12	Electric Drive Tugboat Technology Project	Harley Marine Services	\$ 3,000,000
13	Selective Cool Particulate Regeneration Technology Demo for Marine/Diesel Engines	Global Clean Diesel	\$ 2,869,036
14	Application of Swirl-Pattern Burner Head Technology (Rule 1111)	Beckett Gas, Inc.	\$ 791,992
15	Greater Ontario Convention & Visitors Bureau Airport Shuttle Project (12 ZEV Shuttle Buses)	Greater Ontario Convention and Visitors Bureau	\$ 9,149,024
16	Aquarium of the Pacific 1320 kW Fuel Cell Power Generation System	BioFuels Energy, LLC	\$ 650,000
17	The Solar for Schools Pilot Program	City of Anaheim, Public Utilities Department	\$ 6,122,344
18	Fuel Cells at Owens Corning Roofing Plant	Bloom Energy, Corp.	\$ 1,000,000
19	Near-Zero Aftertreatment System for Medium/Heavy Duty Natural Gas Truck Engines	Tecogen Inc.	\$ 785,220
20	Auxiliary Catalytic Converter for LD Gasoline Cars and Trucks	Compliance and Research Services	\$ 125,000
21	Playground Repair, Solar PV, Lighting Retrofit, Heating and A/C Replacement	Los Angeles Unified School District	\$ 43,620,177
22	Integrated Microgrid Emission Reduction Project	Applied Medical Resources, Inc.	\$ 640,000
23	Microgrid System at University of Redlands	University of Redlands	\$ 1,962,000
24	Electric Class 8 Refuse Trucks Using Advanced Charging and Renewable Energy	Transportation Power, Inc.	\$ 5,999,988
25	New Indy Containerboard's (NICB) Ontario Mill Repowering Project	New-Indy Ontario, LLC	\$ 2,617,500
26	Green Street Asbestos Abatement & Mobility Improvements	City of Pasadena, Dept. of Public Works	\$ 1,480,950
27	Emergency Standby Generator Bi-Fuel Retrofit	Diesel 2 Gas Solutions, LLC	\$ 7,000,000

Table A-1
List of Proposals Received (Continued)

28	Electric Landscape Equipment Trial & Evaluation Program	Wildan Energy Solutions	\$ 948,973
29	BYD-SCAQMD Zero-Emission Incentive Project (17 ZE TRU Trucks Replacement)	BYD Motors, Inc.	\$ 2,125,000
30	Deploying Hydrogen in Heavy-Duty Trucks and Ancillary Markets in Southern California	Robert V. Jensen, Inc.	\$ 10,967,373
31	Deployment of 5 Electrified Power Take-Off Units	Viatec, Inc.	\$ 79,800
32	C2P Consolidated Interstate Pipeline	Guillette & Cos., LLC	\$ 1,290,000
33	Solar Renewable Energy Project	City of South Pasadena	\$ 3,295,670
34	The Port of Long Beach Zero-Emission and Hybrid Terminal Equipment Deployment and Demonstration Project	Port of Long Beach	\$ 11,570,713
35	San Pedro Bay Ports' Clean Air Action Plan Ocean-Going Vessel Emissions Reduction Program	San Pedro Bay Ports	\$ 10,000,000
36	#ElectrifyAnaheim: Changing the Transit Paradigm in Southern California	Anaheim Transportation Network (ATN)	\$ 28,617,000
37	Portable Off-Grid Solar Wireless Charging System	Wireless Advanced Vehicle Electrification, Inc.	\$ 2,846,592
38	Riverside Flare Reduction Project: Producing Renewable Hydrogen & Power and Avoiding NOx and VOC	FuelCell Energy, Inc. (FCE)	\$ 3,767,380
39	Deployment of 20 Heavy-Duty Commercial Zero-Emissions Trucks and Associated EV Charging Infrastructure	Daimler Trucks North America	\$ 15,670,072
40	Schools Energy Efficiency Program (SEEP) - Direct Installation of Advanced Low-NOx Technologies	Southern California Gas Company (SoCalGas)	\$ 246,193
41	Midstream Commercial Water Heating Incentive Program	Southern California Gas Company (SoCalGas)	\$ 1,221,237
42	New CNG Stations: Fast-Fill, Heavy-Duty, Public Access	Southern California Gas Company (SoCalGas)	\$ 4,800,000
43	Residential Fuel Cell Demonstration with PV and Storage	Southern California Gas Company (SoCalGas)	\$ 490,000
44	Transient Pulsed Plasma Technology for Retrofit Treatment of Diesel Emissions	University of Southern California, Dept. of Contracts	\$ 688,045
45	Reducing Harbor Craft Emissions with Nanosecond Pulsed Plasma Treatment	University of Southern California, Dept. of Contracts	\$ 688,045
46	Restaurant Smoke Emissions Remediation using Transient Pulsed Plasma	Transient Plasma Systems	\$ 474,618
47	Market Acceleration Program (MAP) (HD NZ NG Truck Replacement)	Clean Energy	\$ 6,000,000
48	SCR Operation R&D and Demonstration	Fossil Energy Research Corp. (FERCo)	\$ 732,309
49	Battery Energy Storage System	City of Glendale Water & Power	\$ 10,000,000
50	Clean Energy Automotive Training	San Bernardino Valley College Foundation	\$ 1,415,000
51	Replacement of Caterpillar Scrapers (Tier 4)	Sukut Equipment, Inc.	\$ 10,280,452
52	Replacement of Caterpillar Scraper (Tier 4)	Sukut Equipment, Inc.	\$ 1,468,636
53	Replacement of Caterpillar Crawler Dozers (Tier 4)	Sukut Equipment, Inc.	\$ 616,518
54	Replacement of Caterpillar Crawler Dozers (Tier 4)	Sukut Equipment, Inc.	\$ 932,200
55	Replacement of Caterpillar Dozers (Tier 4)	Sukut Equipment, Inc.	\$ 759,392
56	Replacement of Caterpillar Dozers (Tier 4)	Sukut Equipment, Inc.	\$ 844,300

**Table A-1
List of Proposals Received (Concluded)**

57	Replacement of Caterpillar Wheel Loaders (Tier 4)	Sukut Equipment, Inc.	\$ 183,864
58	Replacement of Caterpillar Off-Highway Trucks (Tier 4)	Sukut Equipment, Inc.	\$ 636,769
59	Repower of Caterpillar Scrapers	Sukut Equipment, Inc.	\$ 2,598,350
60	Replacement of Caterpillar Tractor/Loader/Backhoes (Tier 4)	Sukut Equipment, Inc.	\$ 54,160
61	Replacement of Caterpillar Dozers (Tier 4)	Sukut Equipment, Inc.	\$ 355,203
62	Next Generation Ultra Low Nox Forced Air Forced Air Furnace	Lantec Products	\$ 340,000
63	Zero Emission Battery Switcher Locomotive	Rail Propulsion Systems	\$ 1,872,425
64	Demonstration of Game Changer Technology Platform for Cost-effective Emissions Mitigation in Refineries and EJ Communities	T2M Global, LLC	\$ 4,989,975
65	HearthCAT Retrofit Program	Healthy Hearth, LLC	\$ 4,560,000
66	Restaurant Emissions - PM Reduction Program	PureFlame Technologies, LLC	\$ 1,072,000
67	Solvent Absorption and Electrochemical Reduction (SAER) Process Demonstration	RealEnergy	\$ 927,500
68	Landfill Gas Treatment and Upgrade Project	US Biogas	n/a
69	Residential Energy Efficiency Retrofit Project (Coachella Valley)	Alcal Specialty Contracting, Inc.	\$ 3,866,667
70	Regional PM-10 Street Sweeping Operations in Coachella Valley	Coachella Valley Association of Governments	\$ 1,100,000
71	Multifamily Affordable Housing Electrification Project (MAHEP): Zero-NOx Water Heating, Space Heating, Cooking and Laundry Systems	Association for Energy Affordability, Inc.	\$ 7,740,000
72	Electric Vehicle Charging Project	LA County Dept of Public Works	\$ 247,320
73	Commercial Cooking Emissions Reduction Project	Frontier Energy	\$ 365,810
74	Adaptive Camless Technology Demonstration	UCLA	\$ 2,250,000
75	Beta Offshore - Nox Reduction Plan	Beta Offshore	\$ 7,400,000
76	Zero emission transport refrigeration at Heart of Compassion Distribution	Advanced Energy Machines (AEM)	\$ 338,920
77	Equity, Health and Pollution Controls Program (EHPC)	Build It Green	\$ 10,135,892
78	Zero Emissions Multi-Family Swimming Pools Demonstration	Energx Controls Incorporated	\$ 1,075,850
79	Implementation of Immediate Total Solar Conversion of SCAQMD	Harvey Eder / Public Solar Power Coalition	\$ 61,000,000
80	Fuel Cells at San Manuel Casino	Bloom Energy, Corp.	\$ 5,000,000
81	Fuel Cells Integrated with Energy Storage on College of the Canyons Campus	Bloom Energy, Corp.	\$ 3,000,000
82	Residential Energy Efficiency Retrofit Project (San Fernando Valley)	Alcal Specialty Contracting	\$ 1,933,333

Attachment B

Table B-1

Scores of Proposals Evaluated* - Panel A (Mobile Source Replacement/Repower/Retrofit and Related Infrastructure)

Final Score	Technical Score	Proposal Number	Project Title	Proposer Name	Requested Funding Amount
100	64	7	Chanje Zero-Emission Panel Van Deployment Project	Chanje Energy, Inc.	\$ 11,793,135
88	68	34	The Port of Long Beach Zero-Emission and Hybrid Terminal Equipment Deployment and Demonstration Project	Port of Long Beach	\$ 11,570,713
87	68	59	Repower of Caterpillar Scrapers	Sukut Equipment, Inc.	\$ 2,598,350
86	64	36	#ElectrifyAnaheim: Changing the Transit Paradigm in Southern California	Anaheim Transportation Network (ATN)	\$ 28,617,000
84	65	61	Replacement of Caterpillar Dozers (Tier 4)	Sukut Equipment, Inc.	\$ 355,203
84	65	58	Replacement of Caterpillar Off-Highway Trucks (Tier 4)	Sukut Equipment, Inc.	\$ 636,769
84	61	15	Greater Ontario Convention & Visitors Bureau Airport Shuttle Project (12 ZEV Shuttle Buses)	Greater Ontario Convention and Visitors Bureau (GOCVB)	\$ 9,149,024
84	65	60	Replacement of Caterpillar Tractor/Loader/Backhoes (Tier 4)	Sukut Equipment, Inc.	\$ 54,160
83	64	53	Replacement of Caterpillar Crawler Dozers (Tier 4)	Sukut Equipment, Inc.	\$ 616,518
83	64	52	Replacement of Caterpillar Scraper (Tier 4)	Sukut Equipment, Inc.	\$ 1,468,636
83	64	57	Replacement of Caterpillar Wheel Loaders (Tier 4)	Sukut Equipment, Inc.	\$ 183,864
82	63	51	Replacement of Caterpillar Scrapers (Tier 4)	Sukut Equipment, Inc.	\$ 10,280,452
82	63	55	Replacement of Caterpillar Dozers (Tier 4)	Sukut Equipment, Inc.	\$ 759,392
82	63	56	Replacement of Caterpillar Dozers (Tier 4)	Sukut Equipment, Inc.	\$ 844,300
80	64	47	Market Acceleration Program (MAP) (HD NZ NG Truck Replacement)	Clean Energy	\$ 6,000,000
80	61	54	Replacement of Caterpillar Crawler Dozers (Tier 4)	Sukut Equipment, Inc.	\$ 932,200
78	60	29	BYD-SCAQMD Zero-Emission Incentive Project (17 ZE TRU Trucks Replacement)	BYD Motors, Inc.	\$ 2,125,000

Technical Score Below 70% Cutoff (56 points):

<i>n/a</i>	<i>30.0</i>	<i>50</i>	<i>Clean Energy Automotive Training</i>	<i>San Bernardino Valley College Foundation</i>	<i>\$ 1,415,000</i>
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** Proposals recommended for award are highlighted in gray.*

Attachment B

Table B-2

Scores of Proposals Evaluated* - Panel B (Mobile Source Technology Demonstration and Infrastructure)

Final Score	Technical Score	Proposal Number	Project Title	Proposer Name	Requested Funding Amount
100	65	76	Zero emission transport refrigeration at Heart of Compassion Distribution	Advanced Energy Machines (AEM)	\$ 338,920
96	66	8	AMPCaddy Deployment Program	Grant Farm	\$ 722,060
95	66	10	Battery-Electric Truck Ferry Project	Curtin Maritime	\$ 11,322,365
93	64	9	Zero-Emission RTG Advanced Infrastructure Program	Grant Farm	\$ 10,118,010
90	62	63	Zero Emission Battery Switcher Locomotive	Rail Propulsion Systems	\$ 1,872,425
86	60	5	Commercial Harbor Craft Nox and PM Emission Reduction Technology Demonstration	Nett Technologies	\$ 1,785,000
84	65	24	Electric Class 8 Refuse Trucks Using Advanced Charging and Renewable Energy	Transportation Power, Inc.	\$ 5,999,988
82	63	12	Electric Drive Tugboat Technology Project	Harley Marine Services	\$ 3,000,000
78	63	42	New CNG Stations: Fast-Fill, Heavy-Duty, Public Access	Southern California Gas Company (SoCalGas)	\$ 4,800,000
72	58	30	Deploying Hydrogen in Heavy-Duty Trucks and Ancillary Markets in Southern California	Robert V. Jensen, Inc.	\$ 10,967,373

Technical Score Below 70% Cutoff (56 points):

n/a	52.3	31	Deployment of 5 Electrified Power Take-Off Units	Viatec, Inc.	\$ 79,800
n/a	50.8	19	Near-Zero Aftertreatment System for Medium/Heavy Duty Natural Gas Truck Engines	Tecogen Inc.	\$ 785,220
n/a	49.5	35	San Pedro Bay Ports' Clean Air Action Plan Ocean-Going Vessel Emissions Reduction Program	San Pedro Bay Ports	\$ 10,000,000
n/a	47.9	37	Portable Off-Grid Solar Wireless Charging System	Wireless Advanced Vehicle Electrification, Inc.	\$ 2,846,592
n/a	45.4	72	Electric Vehicle Charging Project	LA County Dept of Public Works	\$ 247,320
n/a	44.0	2	Retrofit of Diesel Tugboat with Natural Gas & Diesel Blends	Blue Gas Marine	\$ 150,000
n/a	43.9	45	Reducing Harbor Craft Emissions with Nanosecond Pulsed Plasma Treatment	University of Southern California, Dept. of Contracts and Grants	\$ 688,045
n/a	41.0	28	Electric Landscape Equipment Trial & Evaluation Program	Wildan Energy Solutions	\$ 948,973
n/a	36.0	13	Selective Cool Particulate Regeneration Technology Demo for Marine/Diesel Engines	Global Clean Diesel	\$ 2,869,036
n/a	24.8	20	Auxiliary Catalytic Converter for LD Gasoline Cars and Trucks	Compliance and Research Services	\$ 125,000

* Proposals recommended for award are highlighted in gray.

Attachment B

Table B-3

Scores of Proposals Evaluated* - Panel C (Stationary Source Replacement /Repower/Retrofit, Efficiency Improvement and Related Infrastructure)

Final Score	Technical Score	Proposal Number	Project Title	Proposer Name	Requested Funding Amount
99	71	6	Rialto Bioenergy Facility RNG Upgrading and Interconnection Project	Rialto Bioenergy Facility, LLC (RBF)	\$ 4,365,801
95	70	65	HearthCAT Retrofit Program	Healthy Hearth, LLC	\$ 4,560,000
92	72	16	Aquarium of the Pacific 1320 kW Fuel Cell Power Generation System	BioFuels Energy, LLC	\$ 650,000
87	71	71	Multifamily Affordable Housing Electrification Project (MAHEP): Zero-NOx Water Heating, Space Heating, Cooking and Laundry Systems	Association for Energy Affordability, Inc.	\$ 7,740,000
86	66	66	Restaurant Emissions - PM Reduction Program	PureFlame Technologies, LLC	\$ 1,072,000
84	66	82	Residential Energy Efficiency Retrofit Project (San Fernando Valley)	Alcal Specialty Contracting	\$ 1,933,333
82	72	38	Riverside Flare Reduction Project: Producing Renewable Hydrogen & Power and Avoiding NOx and VOC	FuelCell Energy, Inc. (FCE)	\$ 3,767,380
77	68	22	Integrated Microgrid Emission Reduction Project	Applied Medical Resources, Inc.	\$ 640,000
75	56	70	Regional PM-10 Street Sweeping Operations in Coachella Valley	Coachella Valley Association of Governments	\$ 1,100,000
73	67	41	Midstream Commercial Water Heating Incentive Program	Southern California Gas Company (SoCalGas)	\$ 1,221,237
72	57	18	Fuel Cells at Owens Corning Roofing Plant	Bloom Energy, Corp.	\$ 1,000,000
72	66	81	Fuel Cells Integrated with Energy Storage on College of the Canyons Campus	Bloom Energy, Corp.	\$ 3,000,000
68	63	80	Fuel Cells at San Manuel Casino	Bloom Energy, Corp.	\$ 5,000,000
67	62	23	Microgrid System at University of Redlands	University of Redlands	\$ 1,962,000
67	57	27	Emergency Standby Generator Bi-Fuel Retrofit	Diesel 2 Gas Solutions, LLC	\$ 7,000,000
64	61	40	Schools Energy Efficiency Program (SEEP) - Direct Installation of Advanced Low-NOx Technologies	Southern California Gas Company (SoCalGas)	\$ 246,193

Technical Score Below 70% Cutoff (56 points):

<i>n/a</i>	<i>55.8</i>	<i>69</i>	<i>Residential Energy Efficiency Retrofit Project (Coachella Valley)</i>	<i>Alcal Specialty Contracting, Inc.</i>	<i>\$ 3,866,667</i>
<i>n/a</i>	<i>55.8</i>	<i>75</i>	<i>Beta Offshore - Nox Reduction Plan</i>	<i>Beta Offshore</i>	<i>\$ 7,400,000</i>
<i>n/a</i>	<i>54.0</i>	<i>77</i>	<i>Equity, Health and Pollution Controls Program (EHPC)</i>	<i>Build It Green</i>	<i>\$ 10,135,892</i>
<i>n/a</i>	<i>51.8</i>	<i>21.2</i>	<i>Solar Photovoltaic (PV) Carport Installations</i>	<i>Los Angeles Unified School District</i>	<i>\$ 8,366,259</i>
<i>n/a</i>	<i>50.8</i>	<i>25</i>	<i>New Indy Containerboard's (NICB) Ontario Mill Repowering Project</i>	<i>New-Indy Ontario, LLC</i>	<i>\$ 2,617,500</i>
<i>n/a</i>	<i>48.8</i>	<i>17</i>	<i>The Solar for Schools Pilot Program</i>	<i>City of Anaheim, Public Utilities Department</i>	<i>\$ 6,122,344</i>

Attachment B

Table B-3

**Proposals Evaluated - Panel C* (Stationary Source Replacement /Repower/Retrofit,
Efficiency Improvement and Related Infrastructure)**

<i>n/a</i>	<i>48.5</i>	<i>21.3</i>	<i>Energy Efficient Lighting Retrofit</i>	<i>Los Angeles Unified School District</i>	<i>\$ 12,097,385</i>
<i>n/a</i>	<i>48.5</i>	<i>33</i>	<i>Solar Renewable Energy Project</i>	<i>City of South Pasadena</i>	<i>\$ 3,295,670</i>
<i>n/a</i>	<i>46.8</i>	<i>21.4</i>	<i>Heating Ventilation and Air Conditioning (HVAC) Replacement</i>	<i>Los Angeles Unified School District</i>	<i>\$ 22,277,130</i>
<i>n/a</i>	<i>44.3</i>	<i>21.1</i>	<i>Playground Area Repair and Greening</i>	<i>Los Angeles Unified School District</i>	<i>\$ 879,403</i>

* Proposals recommended for award are highlighted in gray.

Attachment B

Table B-4

Scores of Proposals Evaluated* - Panel D (Stationary Source Technology Demonstration and Infrastructure)

Final Score	Technical Score	Proposal Number	Project Title	Proposer Name	Requested Funding Amount (\$)
85	67	49	Battery Energy Storage System	City of Glendale Water & Power	\$ 10,000,000
82	67	44	Transient Pulsed Plasma Technology for Retrofit Treatment of Diesel Emissions	University of Southern California, Dept. of Contracts and Grants	\$ 688,045
81	59	48	SCR Operation R&D and Demonstration	Fossil Energy Research Corp. (FERCo)	\$ 732,309
80	68	3	High Efficient and Low-Nox Combo Ribbon Burner Combustion System Demonstration	Institute of Gas Technology	\$ 1,282,000
78	70	1	Ultra Low-Nox Commercial Foodservice Deep Fat Fryer Development	Institute of Gas Technology	\$ 321,970
77	57	46	Restaurant Smoke Emissions Remediation using Transient Pulsed Plasma	Transient Plasma Systems	\$ 474,618
76	59	11	Combustion System Optimization on a Gas-Fired Residential Heat Pump Water Heater (5ng/J)	Stone Mountain Technologies	\$ 317,195
76	63	73	Commercial Cooking Emissions Reduction Project	Frontier Energy	\$ 365,810
75	69	62	Next Generation Ultra Low Nox Forced Air Forced Air Furnace	Lantec Products	\$ 340,000
74	68	43	Residential Fuel Cell Demonstration with PV and Storage	Southern California Gas Company (SoCalGas)	\$ 490,000
73	58	74	Adaptive Camless Technology Demonstration	UCLA	\$ 2,250,000
73	68	14	Application of Swirl-Pattern Burner Head Technology (Rule 1111)	Beckett Gas, Inc.	\$ 791,992
73	66	4	Novel Efficient Combustion for Char broilers with Reduced Particulate Emissions	Institute of Gas Technology	\$ 258,000

Technical Score Below 70% Cutoff (56 points):

<i>n/a</i>	<i>53.3</i>	<i>78</i>	<i>Zero Emissions Multi-Family Swimming Pools Demonstration</i>	<i>Energx Controls Incorporated</i>	<i>\$ 1,075,850</i>
<i>n/a</i>	<i>51.3</i>	<i>67</i>	<i>Solvent Absorption and Electrochemical Reduction (SAER) Process Demonstration</i>	<i>RealEnergy</i>	<i>\$ 927,500</i>
<i>n/a</i>	<i>49.3</i>	<i>26</i>	<i>Green Street Asbestos Abatement & Mobility Improvements</i>	<i>City of Pasadena, Dept. of Public Works</i>	<i>\$ 1,480,950</i>
<i>n/a</i>	<i>48.8</i>	<i>64</i>	<i>Demonstration of Game Changer Technology Platform for Cost-effective Emissions Mitigation in Refineries and EJ Communities</i>	<i>T2M Global, LLC</i>	<i>\$ 4,989,975</i>
<i>n/a</i>	<i>47.0</i>	<i>32</i>	<i>C2P Consolidated Interstate Pipeline</i>	<i>Guillette & Cos., LLC</i>	<i>\$ 1,290,000</i>
<i>n/a</i>	<i>36.5</i>	<i>68</i>	<i>Landfill Gas Treatment and Upgrade Project</i>	<i>US Biogas</i>	<i>n/a</i>

* Proposals recommended for award are highlighted in gray.




Incentives RFP Projects

Administrative Committee Meeting

Friday, December 14, 2018

1



RFP P2018-06

Request for Proposals

Board approved release on January 5, 2018

- A broad-based RFP to achieve NOx, PM, and VOC emission reductions
- Approved for up to \$61 million from a combination of special funds
- Project evaluation criteria

Criteria	Points
✓ Aids in achievement of SCAQMD's regional air quality goals (e.g., emission reduction, new technology, and infrastructure projects)	35
✓ Experience and expertise to complete the project	20
✓ Effective use of funds (e.g., cost effectiveness and/or funding partnerships)	15
✓ Co-Benefits (e.g., control mitigation of toxics or GHGs)	10
✓ EJ Area benefits	10
✓ Job creation within the jurisdiction of the SCAQMD	5
✓ Community/government support	5
Total	100

2



RFP P2018-06

Public Process

Bidders Conference

January 24, 2018

About 60 people attended

Community Meetings

Five community meetings in February 2018

About 60 representatives from local communities, environmental groups, consulting firms, local governments and utilities

General Comments

- Priority in Environmental Justice Areas
- GHG, PM, and Toxics Reductions
- Clean Heavy-Duty Trucks
- Walkable Communities
- Promote Deployment of Electric Vehicles & Infrastructure
- Weatherization Projects
- Beneficial Use of Waste Gas
- Clean Community

3



RFP P2018-06

Community Meeting Highlights

Wilmington

- Emission Reductions from Ports
- Container Grid System at Ports
- Vapor Recovery System for Fuel Storage Tanks at Refineries
- Maglev Train Demonstration
- Traffic Efficiency

Buena Park

- Projects with Greatest Impact Over Larger Areas (Commercial, Industrial, Residential, & Mobile)

San Bernardino

- Reductions from Federal Sources
- Peaker Plant Emissions in Redlands
- Increase Jobs to Reduce Vehicle Miles Traveled.
- Training & Education of Clean Tech.

Riverside

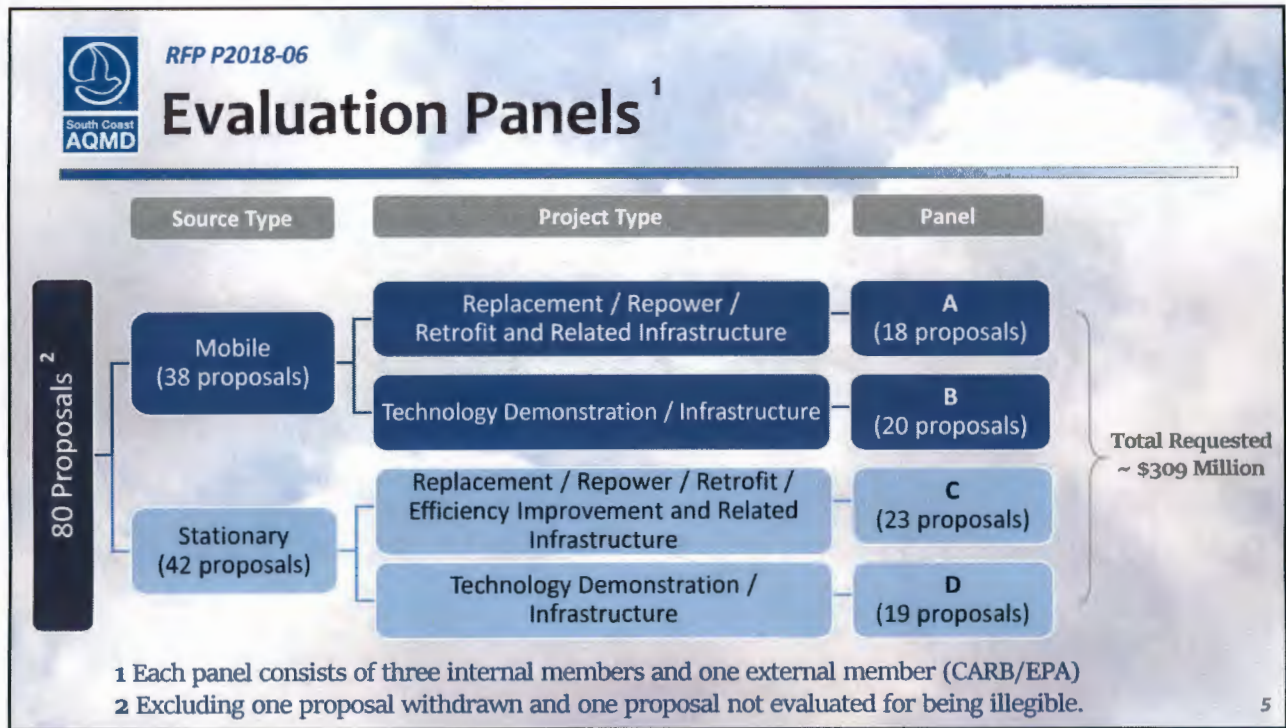
- Fireplace & Restaurant Emissions
- Hydrogen Fueling Network
- Traffic Synchronization
- RNG or Process Gas Handling
- Home Filtration
- Landscape Planning to Reduce PM

Torrance

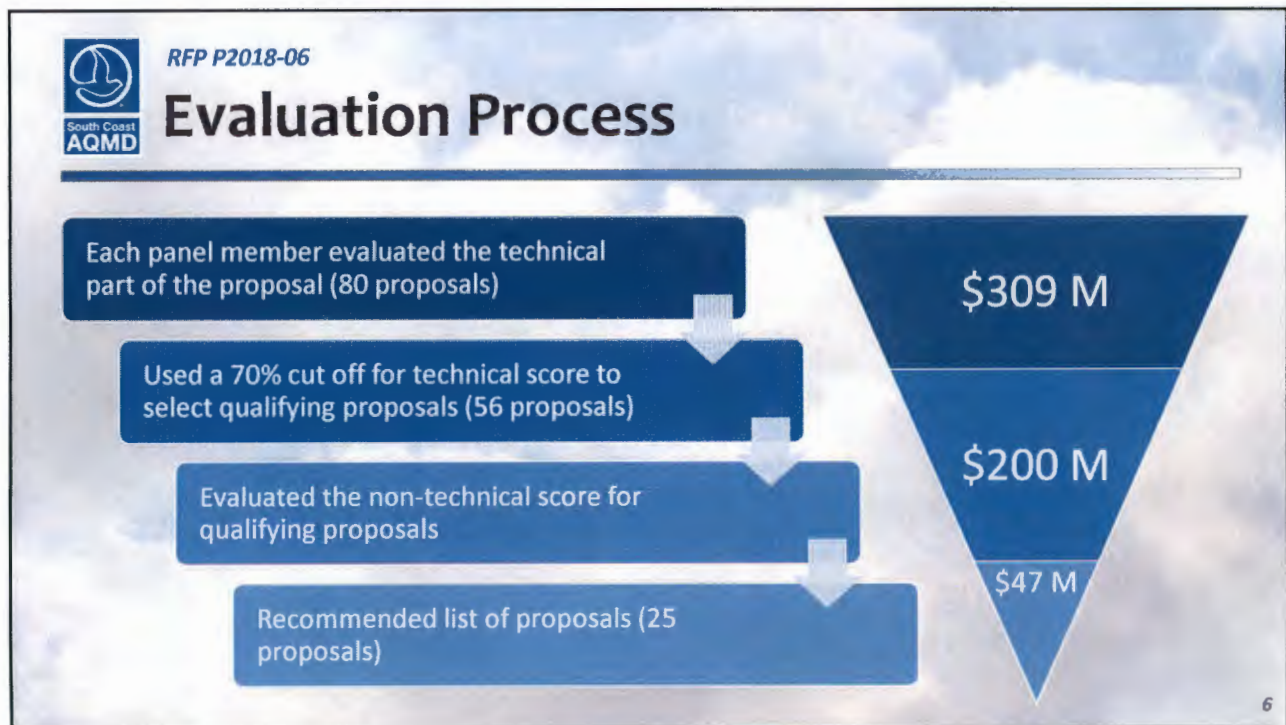
- LAX, Freeway, Marine Port, Tanker, & Refinery Emission Reductions
- Electrical Upgrades for Residential Solar
- Parkway/Parking Lot/Road Paving




4



5



6




RFP P2018-06

Recommendations

- 1
 Recommend to fund 25 out of 56 qualifying proposals
- 2
 Award approximately \$47 million (66% on stationary source projects)
- 3
 Reserve up to 6.25% for District administration
- 4
 The remaining fund balance of the \$61 million allocated for this RFP will be reserved to expand or continue implementation of the awarded projects or for other future projects.

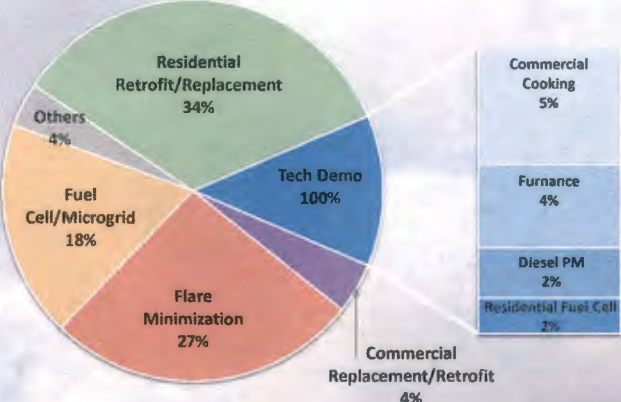
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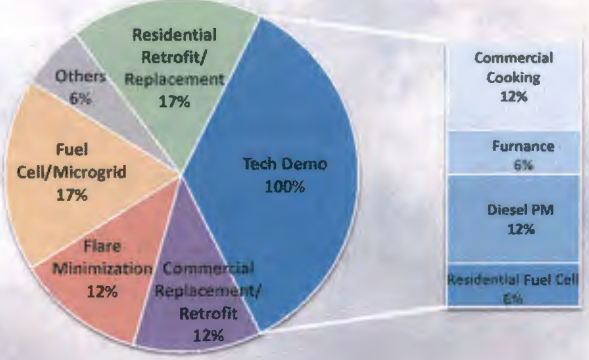
RFP P2018-06

Recommended Stationary Source Funding Portfolio

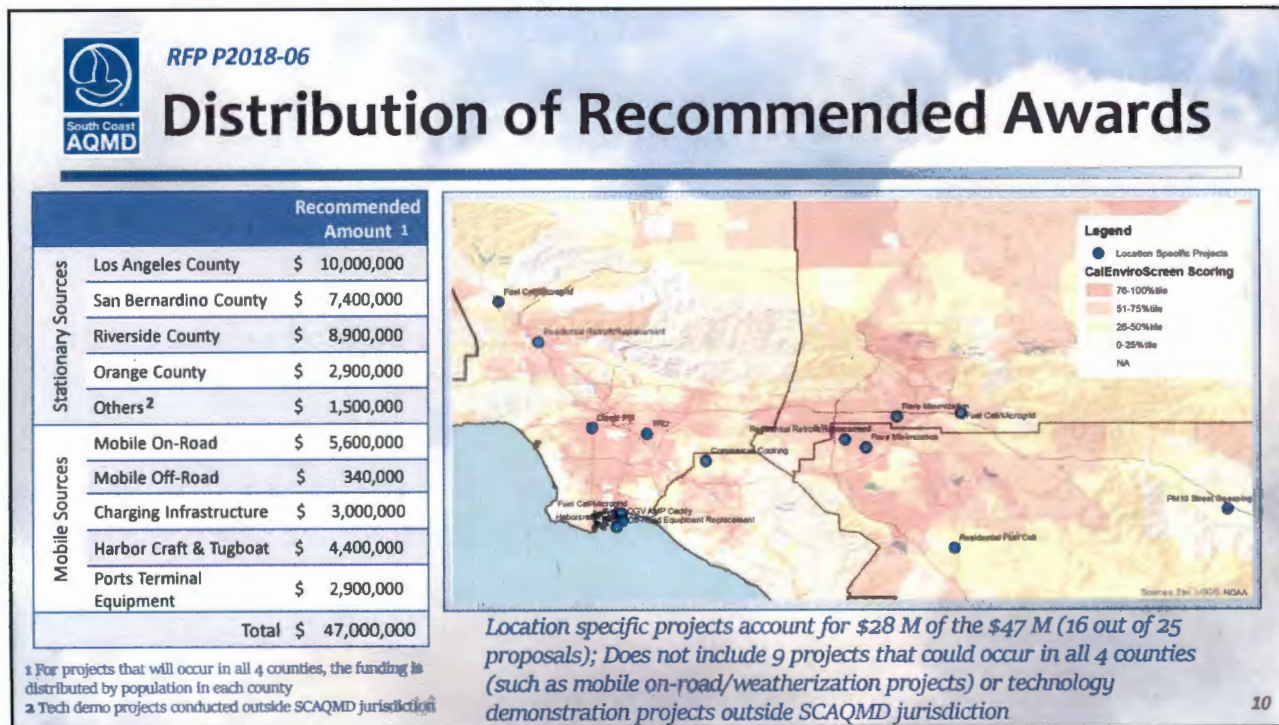
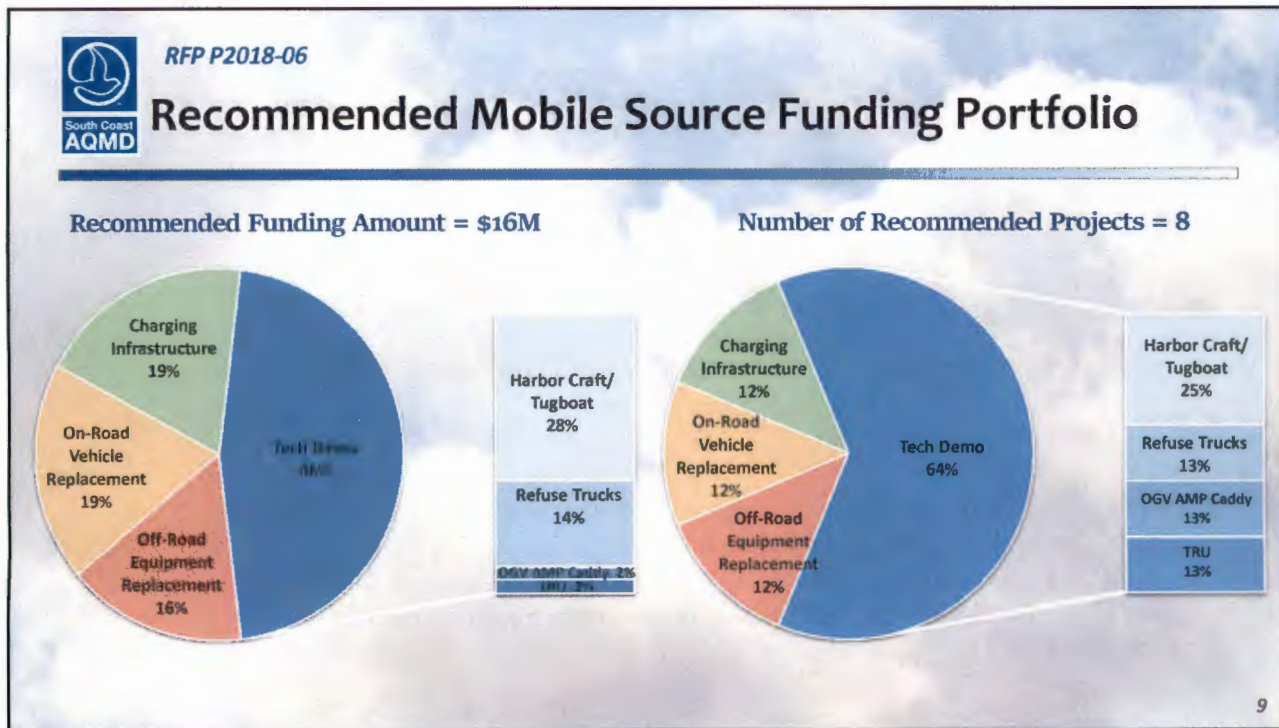
Recommended Funding Amount = \$31M



Number of Recommended Projects = 17



8





RFP P2018-06

Potential Emissions Reductions

		NOx (tpy)	PM2.5 (tpy)	GHG (Mt/yr)
Implementation Projects Only	Stationary	38	2	21,000
	Mobile	48	0.2	3,600
	Total	86	2	24,600

Potential future emission reductions for technology demonstration projects

- **Stationary: up to 816 tpy NOx reduced**
 - Varies from 17 tpy for ultra low NOx air furnace to 396 tpy for residential fuel cell
- **Mobile: up to 553 tpy NOx reduced assuming 10% implementation**
 - Varies from 44 tpy for electric tugboat to 307 tpy for commercial harbor craft

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RFP P2018-06

Recommended Actions

- 1) Execute contracts for air quality emission reduction projects in total amount not to exceed \$47 million;
- 2) Reallocate any funding that becomes available due to unexecuted or reduced-cost contracts among the recommended projects as appropriate; and
- 3) Authorize reimbursement to the General Fund for administrative costs of up to 6.25 percent to cover administration

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Item 16

DRAFT

BOARD MEETING DATE: January 4, 2019

AGENDA NO.

PROPOSAL: Transfer and Appropriate Funds, Issue Solicitations and Purchase Orders, Approve Positions for Rule 1180 Implementation and Amend Contract

SYNOPSIS: In June 2018, the Board recognized over \$7 million in revenue into the Rule 1180 Special Revenue Fund (78) for the installation and operation of community air monitoring stations near refineries by January 1, 2020. These actions are to transfer and appropriate up to \$1,996,656 into Science & Technology Advancement's FYs 2018-19 and/or 2019-20 Budgets, issue solicitations and purchase orders for equipment, and add new positions necessary for the implementation of this program. This action is to also amend a contract with FluxSense Inc. for up to \$110,000 to conduct additional community-scale air toxics ambient monitoring.

COMMITTEE: Administrative, December 14, 2018; Recommended for Approval

RECOMMENDED ACTIONS:

1. Transfer and appropriate, upon receipt, up to \$750,000 from the Rule 1180 Special Revenue Fund (78) into Science & Technology Advancement's FYs 2018-19 and/or 2019-20 Budgets, Capital Outlays Major Object, as indicated in Table 1.
2. Authorize the Executive Officer to issue solicitations and, based on results, issue purchase orders for monitoring trailers or containers listed in Table 1.
3. Authorize the Procurement Manager, in accordance with SCAQMD's Procurement Policy and Procedure, to issue sole source, 'prior bid, last price,' or cooperative purchasing purchase order(s) for low emissions vehicles (sedan, truck or van) as listed in Table 1.
4. Transfer and appropriate, upon receipt, up to \$980,000 from the Rule 1180 Special Revenue Fund (78) into Science & Technology Advancement's FYs 2018-19 and/or 2019-20 Budgets, Services and Supplies Major Object, as indicated in Table 2.
5. Transfer and appropriate, upon receipt, up to \$266,656 from the Rule 1180 Special Revenue Fund (78) into Science & Technology Advancement's FY 2018-19 Budget, Salaries and Employee Benefits Major Object, and approve the addition of four positions for Rule 1180 air monitoring planning and implementation, as indicated in Table 3.

6. Authorize the Executive Officer to amend contract with FluxSense Inc. for up to \$110,000 from Science & Technology Advancement's FYs 2018-19 and/or 2019-20 Budgets, Professional and Special Services Account, to conduct additional optical remote sensing surveys to better characterize air toxic emissions from refineries and assess potential impacts in surrounding communities.

Wayne Nastri
Executive Officer

MMM:JCL:AP:ld

Background

Petroleum refineries are among the largest stationary sources of air pollution in the South Coast Air Basin (Basin). These sources process crude oil into various products, such as gasoline, diesel fuel, aviation fuel and other fuel oils. These and other refinery-related activities can result in emissions of greenhouse gases, criteria pollutants, toxic air contaminants and other air pollutants. In recent years, community concerns over emissions from refineries have increased, both from routine facility operations and potential releases due to emergency or other unforeseen conditions.

Starting in 2013, SCAQMD has conducted technology demonstration studies to assess the level of air toxics and criteria pollutants on-site and near refineries and compare levels of this shorter-duration sampling to estimated levels expected from reported annual emissions inventories. Ongoing work with optical remote sensing (ORS) and low-cost sensors continue to study air pollutants in communities near refineries. Refinery-related monitoring is also a component of MATES V, which is currently ongoing.

Rule 1180, which was adopted in December 2017, requires real-time fence-line air monitoring systems and establishes a fee schedule to fund refinery-related community air monitoring systems that will provide air quality information to the public about levels of various criteria air pollutants, volatile organic compounds, metals and other compounds at or near the property boundaries of petroleum refineries and in nearby communities. In accordance with Rule 1180 Refinery Fence-line and Community Air Monitoring requirements, staff is developing a draft plan for community air monitoring systems that will be made available for public review. In June 2018, the Board recognized revenue up to \$7,508,861 in Rule 1180 payments into the Rule 1180 Special Revenue Fund (78) for the installation of community air monitoring stations near refineries by January 1, 2020. The original estimated payments were reduced to \$7,151,297 because during the rulemaking process one of the eight refineries did not meet the established criteria. Of this amount, \$2,145,390 has already been received and

\$5,005,907 is expected to be received by January 30, 2019. Beginning January 2020, the seven refineries will also fund annual operating and maintenance costs for community air monitoring.

In 2015, SCAQMD applied for a U.S. EPA “Community-Scale Air Toxics Ambient Monitoring” grant and was awarded \$569,682 to study air toxic emissions from refineries and the potential impact of such emissions on local communities, utilizing next generation monitoring technologies. On October 2, 2015, the Board authorized the recognition of \$569,682 in revenue into the General Fund and the appropriation of \$508,729 to Science & Technology Advancement’s FYs 2015-16, 2016-17 and/or 2017-18 Budget to conduct a comprehensive study, including assessing the long-term use of Solar Occultation Flux (SOF), an ORS method to monitor air toxic emissions from refineries and estimate annual VOC emissions. FluxSense Inc. was contracted to perform periodic mobile measurements of refinery emissions and conduct continuous mobile measurements of air toxic concentrations in communities adjacent to the refineries in the Basin. FluxSense has performed surveys seasonally (i.e., winter, spring, summer and fall), each lasting for at least two weeks, since 2016. On July 6, 2018, the Board authorized the reallocation and appropriation of up to \$184,000 in estimated remaining community-scale air toxics monitoring funds into Science & Technology Advancement’s FYs 2018-19 and/or 2019-20 Budgets, allocating \$110,000 into the Professional and Special Services Account. The goals and objectives of this EPA-funded community study are in line with those related to the implementation of Rule 1180.

Proposal

These actions are to transfer and appropriate up to \$1,996,656 into Science & Technology Advancement’s FYs 2018-19 and/or 2019-20 Budgets for expenditures in Capital Outlays (Table 1), Services and Supplies (Table 2) and Salaries & Employee Benefits (Table 3) Major Objects to support work required under Rule 1180. Services and Supplies in Table 2 include \$650,000 in Building Maintenance Operation which will be used to install ten community monitoring stations near refineries. These actions represent the initial resource appropriations to implement the Rule 1180 monitoring network and will be fully supported by the funding received from the refineries subject to Rule 1180. As plans are further developed with additional stakeholder input, staff may seek Board approval for additional appropriations.

Proposed Purchases through Solicitation Process

Monitoring stations (each comprised of either an air monitoring trailer or container) will be deployed at ten locations that will be selected for community monitoring near seven major refineries in the Basin. These refineries are:

- Tesoro Refining & Marketing Company, LLC, Carson Refinery, Carson;
- Tesoro Refining & Marketing Company, LLC, Wilmington Refinery, Wilmington;
- PBF Energy, Torrance Refining Company, Torrance;
- Chevron Products Company, Chevron El Segundo Refinery, El Segundo;
- Phillips 66 Company, Carson;
- Phillips 66 Company, Wilmington; and
- Valero Energy Corporation, Valero Wilmington Refinery, Wilmington.

One or more solicitations will be issued, as appropriate, to solicit formal bid(s), in accordance with SCAQMD's Procurement Policy and Procedure. Based on the results of the formal bid(s), one or more purchase orders will be issued to purchase air monitoring trailers and/or containers in an amount not to exceed \$500,000, as shown in Table 1.

Proposed Purchases through Sole Source, 'Prior Bid, Last Price,' and/or Cooperative Purchasing Purchase Orders

This action is to authorize the Procurement Manager to purchase up to five vehicles, as listed in Table 1, through sole source, 'prior bid, last price,' and/or cooperative purchasing purchase orders. The vehicles will be used by Rule 1180 staff to perform installation, routine and non-routine calibration, and maintenance and repair of air monitoring equipment for Rule 1180 community air monitoring stations. 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 through H. Low emission sedans, trucks and/or vans will be selected from the vendor on the list with the most competitive price for these types of vehicles. The cost of five vehicles is approximately \$250,000.

Amend Contract

This action is to amend a contract with FluxSense Inc. for up to an additional \$110,000 from Science & Technology Advancement's FYs 2018-19 and/or 2019-20 Budgets, Professional and Special Services Account, to conduct additional ORS surveys.

Staffing Request

This action is to approve the addition of four staff positions for Rule 1180 air monitoring planning and implementation (Table 3). The new staff will be responsible for installation, operation, calibration, maintenance and repair of air monitoring equipment for Rule 1180 community air monitoring stations.

Resource Impacts

Initial and final payments required from petroleum refineries under Rule 1180 will provide sufficient resources to plan and establish the required community air monitoring

program. Future annual funding will provide sufficient resources for the ongoing community air monitoring operation and maintenance through Rule 301 fees. Sufficient funds are available to amend the contract with FluxSense Inc.

Attachments

Table 1: FYs 2018-19 and/or 2019-20 Proposed Capital Outlays Expenditures for Rule 1180

Table 2: FYs 2018-19 and/or 2019-20 Proposed Services and Supplies Expenditures for Rule 1180

Table 3: FY 2018-19 Proposed Appropriation for Staffing Additions for Rule 1180

Table 1
FYs 2018-19 and/or 2019-20 Proposed Capital Outlays
Expenditures for Rule 1180

Description	Account Number	Quantity	Estimated Amount	Action
Monitoring Container or Trailer	77000	10	\$500,000	RFQ or 'Prior Bid, Last Price'
Vehicles for Field Staff	77000	5	250,000	Sole Source, 'Prior Bid, Last Price,' Cooperative Purchasing
FYs 2018-19 and/or 2019-20 Appropriations			Up to \$750,000	

Table 2
FYs 2018-19 and/or 2019-20 Proposed Services and Supplies
Expenditures for Rule 1180

Description	Account Number	Estimated Amount
Rents and Leases Structure	67350	\$150,000
Building Maintenance Operation	67650	650,000
Auto Mileage	67700	10,000
Communications*	67900	40,000
Office Supplies	68100	25,000
Office Furniture	68200	40,000
Small Tools, Instruments, Equipment*	68300	65,000
FYs 2018-19 and/or 2019-20 Appropriations		\$980,000

*Note: Expenditures may be appropriated in the Capital Outlays Major Object as warranted.


Table 3
FY 2018-19 Proposed Appropriation for
Staffing Additions for Rule 1180

Position Title	Quantity	Estimated Amount
Senior Air Quality Instrument Specialist	1	\$ 70,667
Air Quality Instrument Specialists II	3	195,989
Total:	4	\$266,656

Note: Appropriations for Salary and Benefits are for January–June 2019.



**South Coast Air Quality Management District
Legislative, Public Affairs & Media
Memorandum**

DATE: November 30, 2018
TO: Administrative Committee
FROM: Derrick Alatorre
Deputy Executive Officer 
SUBJECT: Environmental Justice Advisory Group - New Member Requests

The Environmental Justice Advisory Group was established in 1990 to serve as an advisory body to the Governing Board with specialized expertise on the impact of air quality issues with a focus on air quality and environmental justice issues in the areas served by SCAQMD.

The mission of EJAG is to advise and assist SCAQMD in protecting and improving public health in SCAQMD's most impacted communities' through the reduction and prevention of air pollution.

EJAG's membership shall include ethnically and geographically diverse members, consisting of up to 30 members, with at least two members from each county and representatives from the most highly impacted communities within SCAQMD's jurisdiction. Members will serve staggered four-year terms.

Dr. Lyou recommends the individuals below, and Dr. Burke has reviewed and also recommends that the following individuals be approved to serve on this Advisory Group:

Candidate	Affiliation
Marc Ang	Asian Industry B2B
Humberto Lugo	Comite Civico Del Valle, Inc.

DA:FW:jf
Attachment

Marc Ang is a Financial Planner, who founded Mangus Finance, focused on helping families and businesses with his expertise in estate planning, especially in high net worth considerations. His other specialty areas include special needs planning for preservation of government benefits, life and disability insurance, and long term care for seniors.

Previously, Marc was a Financial Planner with Prudential and an Assistant Vice President at Credit Suisse in Private Banking and Wealth Management, based in New York. Marc has a Bachelors Degree from Pepperdine University and a Masters Degree from Columbia University.



Marc is focused on helping charities and nonprofits in minority communities, especially Asian Americans and students. He focuses on his philanthropy through his professional organization, Asian Industry B2B (AIB), serving as Development Director of a Camp Pendleton military charity, Words of Comfort Hope and Promise, serving as ambassador of autism charities like Talk About Curing Autism and OC Autism, and volunteers his time and his organization resources to Santa Claus Inc, Hope Through Housing, Boy Scouts of America and Asians for Miracle Marrow Matches.



Humberto Lugo is a community organizer & advocate for environmental justice. Broadly, he works at the intersection of policy and organizing regarding issues of air quality, climate change, natural resources protection, land-use and zero emission technologies. Currently he is the lead coordinator for the largest community-based air monitoring network in the US called IVAN Air at the Comite Civico del Valle. In this position, Mr. Lugo engages and partners with communities, academics and public officials throughout CA and the nation by way of citizen science. He serves as a policy advocate with multiple organizations including, California Environmental Justice Coalition, Moving Forward Network, as an advisor for the South Coast AQMD EJ Community Advisory Council and is the Community Chair for the Coachella IVAN Environmental Justice Task Force. In 2017, he was recognized by the Union of Concerned Scientist

[Announcing the 2017 Science Defenders | HuffPost](#)



Co-Authored publications on citizens science and air monitoring:

English, P. B., Olmedo, L., Bejarano, E., **Lugo, H.**, Murillo, E., Seto, E., ... & Carvlin, G. (2017). The [Imperial County Community Air Monitoring Network: a model for community-based environmental monitoring for public health action](#). *Environmental health perspectives*, 125(7).

Carvlin, G. N., **Lugo, H.**, Olmedo, L., Bejarano, E., Wilkie, A., Meltzer, D., ... & English, P. B. (2017). [Development and field validation of a community-engaged particulate matter air quality monitoring network in Imperial, California, USA](#). *Journal of the Air & Waste Management Association*, 67(12), 1342-1352.

Wong, M., Bejarano, E., Carvlin, G., Fellows, K., King, G., **Lugo, H.**, ... & Seto, E. (2018). [Combining Community Engagement and Scientific Approaches in Next-Generation Monitor Siting: The Case of the Imperial County Community Air Network](#). *International journal of environmental research and public health*, 15(3), 523.

Conference abstracts / presentations

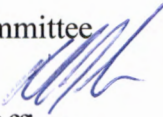
Johnston J, Razafy M, **Lugo H**, Olmedo L, Farzan S. Disappearing Seas: Assessing dust and respiratory health in a changing climate. August 2018. *International Society for Environmental Epidemiology*. Ottawa, CA.

Kori VanDerGeest¹, Luis Olmedo², Humberto **Lugo** Martinez², Angelica Ruiz³ and Vanessa Galaviz, Ph.D., MPH³, (1)University of Washington, Seattle, WA, (2)Comite Civico del Valle, Brawley, CA, (3)California Office of Environmental Health Hazard Assessment, Sacramento, CA Citizen Science and Community Engagement: Strengthening Assessments of Rural Water Quality, San Diego 2018 APHA <https://apha.confex.com/apha/2018/env/papers/index.cgi?username=417956&password=108920>

Luis Olmedo¹, Esther Bejarano¹, Humberto **Lugo** Galatea King, MPH², Dan Meltzer, MPH², Alexa Wilkie, MPH² and Michelle Wong, MPH², (1)Comite Civico del Valle, Brawley, CA, (2)Public Health Institute, Oakland, CA *"Community participation through citizen science and crowdsourcing"* Denver 2016 APHA



**South Coast Air Quality Management District
Legislative, Public Affairs & Media
Memorandum**

DATE: November 30, 2018
TO: Administrative Committee
FROM: Derrick Alatorre 
Deputy Executive Officer
SUBJECT: Environmental Justice Community Partnership Advisory Council
New Member Request

The Environmental Justice Community Partnership (the Partnership) was launched during the 2015 Environmental Justice Conference as an agency initiative to strengthen and build upon SCAQMD’s relationships and alliances with community stakeholders and organizations working towards achieving clean air and healthy sustainable communities for everyone. Consequently, in 2016, the Environmental Justice Community Partnership Advisory Council (Advisory Council) was formed.

The mission of the Advisory Council is to provide input to ensure that the Partnership programs are relevant and address the air quality concerns of diverse communities throughout SCAQMD’s jurisdiction.

The Advisory Council shall reflect the ethnic and geographic diversity of the South Coast Air Basin. Members shall represent a variety of backgrounds and expertise, including, but not limited to, representatives of environmental justice, community, business and health organizations.

The Advisory Council will consist of no more than 16 members, with at least two members from each county within SCAQMD’s jurisdiction: Los Angeles, Orange, Riverside, and San Bernardino Counties. Potential members, who represent some of the most highly impacted communities within SCAQMD’s jurisdiction, will be recommended to and appointed by the Chairman of the SCAQMD Board, and will serve a one-year term on the Advisory Council with the possibility of being reappointed for an extended one-year terms.

Dr. Burke has reviewed and recommends that the following individual be approved to serve on this Advisory Council:

Candidate	Affiliation
Vallerie Gonzalez	Center for Sustainable Energy

DA:FW:jf
Attachment

Dear SCAQMD Environmental Justice Community Partnerships Advisory Council,

I am Vallerie Gonzalez, Clean Transportation Equity Specialist at Center for Sustainable Energy. I have helped administer the outreach and education of transportation electrification programs for almost 4 years, including Clean Vehicle Rebate Project, Southern California Edison's (SCE) Clean Fuel Rewards Program & Charge Ready Home Installation Rebate, and Clean Vehicle Assistance Program. I am a current coalition member of RePower Los Angeles Coalition, the Outreach Chair for the Eastside Sol Coalition, a member of the SCE Business and Community Partnerships Working Group, and member of the Greater Fontana Hispanic Chamber of Commerce.



My passion for air pollution control starts in my childhood neighborhood of Echo Park. I despised not being able to see the Downtown LA skyline due to pollution when I was younger. Therefore, I obtained master's degree in international environmental policy from UCSD to learn the laws and economics behind combating air pollution and environmental degradation.

I have an international business background starting with my bachelor's degree from Richmond, American International University in London, England, where I lived for 4 years. I gained great work experience as an intern at the Department of Commerce's US Commercial Service at the US Embassy in London. The Commercial Service was my introduction in creating partnerships between US and UK based companies. Since London, I have worked as an English Teacher in Japan and an international contract analyst in Mexico City.

In my travels, I experienced what living with clean air as well as less favorable conditions are. I know it can be achieved under the right measures with the SCAQMD.

It is an honor to be considered for membership in the EJCP Advisory Council where I can bring my passion, experience with underserved communities, and networks to add to the collaboration of Advisory Council.

Sincerely,

Vallerie Gonzalez


(213) 457 - 7789

Vallerie.Gonzalez@energycenter.org

Equity Specialist, Clean Transportation, Center for Sustainable Energy



**South Coast Air Quality Management District
Legislative, Public Affairs & Media
Memorandum**

DATE: December 6, 2018
TO: Administrative Committee
FROM: Derrick Alatorre
Deputy Executive Officer 
SUBJECT: Young Leaders Advisory Council
New Member Request

The South Coast Air Quality Management District (SCAQMD) established the Young Leaders Advisory Council (YLAC) in 2017 to identify the air quality issues and concerns of young adults (aged 18-30) in the region. This is the first advisory group that seeks to engage this generation specifically, and to benefit from their passion, commitment, and urgency to help improve our air.

The mission of YLAC is for SCAQMD to educate and engage young adults regarding the region’s clean air issues and at the same time to garner from them greater insight into their generation’s concerns, values and priorities about air quality to their peers and others.

YLAC reflects the ethnic and geographic diversity of the South Coast Air Basin. Members represent a variety of backgrounds and expertise, including, but are not limited to, representatives of environmental justice, community organizations, schools and universities, businesses, and health organizations.

YLAC consists of no more than 20 members, with at least two members from each county within SCAQMD’s jurisdiction: Los Angeles, Orange, Riverside, and San Bernardino Counties. Potential members, who represent some of the most highly impacted communities within SCAQMD’s jurisdiction, will be recommended to and appointed by the Chairman of the SCAQMD Board, and will serve a one-year term on YLAC with the possibility of being reappointed for extended one-year terms.

Dr. Burke has reviewed and recommends that the following individuals be approved to serve on YLAC:

Candidate	Affiliation
Kimberly Duong	Climatepedia
Ana Gonzalez	Chicano Latino Caucus of San Bernardino County
Mayra Jackson	Healthy Heritage Movement
Leeann Tran	Green Campus Action Plan

DA:FW:mk
Attachment



Young Leaders Advisory Council
2019 Advisory Council Candidates



Kimberly Duong

Kimberly Duong is a PhD student in the Department of Civil and Environmental Engineering at the University of California, Irvine. She received her bachelor's degree from UCLA in Atmospheric, Oceanic and Environmental Sciences. She is heavily involved in STEM outreach, science communication, and science policy through programs such as the Mirzayan Science & Technology Policy Fellowship at the National Academies, AGU Voices for Science, and Resilience Dialogues. In her future career, Kimberly hopes to be a climate change and water management policy advisor at the federal or international level.



Leann Tran

Leann is a second year Pre-Business student with a minor in Urban and Environmental Policy. She works as an assistant for the Science, Law, and Humanities department at the UCR Extension Center, and is the president of the Undergraduate Business Association and a proud brother in Delta Sigma Pi. Her devotion to environmental work and sustainability has always been one of the constant passions throughout her life. She rediscovers this love every time she is in nature, and hopes to pursue a career in green business. She is a GCAP intern and hopes her efforts in the R'Garden will help create a safe and inviting space while helping alleviate community issues such as food deserts and food insecurity.



Ana Gonzalez

Ana Gonzalez is an immigrant from Mexico who came to the U.S. at the age of 10. Ana earned her Associate Degrees from San Bernardino Valley College. She works for Rialto Unified Schools as a District Parent Center Assistant, previously as an Instructional Aide for Special Education and Intervention Specialist for English Learners.

Ana recently received major recognitions from Assemblymember Eloise Reyes as a 30 under 30 leader, for the service and advocacy in the District. Ana also received the Woman of Distinction Award from the Chicano Latino Caucus of San Bernardino County and LULAC. Educating and empowering the youth, parents, and marginalized communities are her priority.

Mayra Jackson

Mayra Jackson is currently a Jurupa Valley resident who currently works as a campaign consultant in Riverside County. Mayra is also a board member of the Healthy Heritage Movement, which seeks to eliminate health disparities experienced by the African-American community. Mayra originally hails from Quito Ecuador, where she got her bachelor's degree from the Escuela Politecnica Nacional del Ecuador. Mayra has previously volunteered with the CCAEJ.





South Coast Air Quality Management District

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Item 20

LOCAL GOVERNMENT & SMALL BUSINESS ASSISTANCE ADVISORY GROUP FRIDAY, OCTOBER 12, 2018 MEETING MINUTES

MEMBERS PRESENT:

- V. Manuel Perez, Supervisor
- Felipe Aguirre
- Rachelle Arizmendi, Mayor Pro Tempore, City of Sierra Madre
- Geoffrey Blake, Metal Finishers of Southern California
- Todd Campbell, Clean Energy
- John DeWitt, JE DeWitt, Inc.
- Bill LaMarr, California Small Business Alliance
- Rita Loof, RadTech International
- Eddie Marquez, Paramount Petroleum
- David Rothbart, Los Angeles County Sanitation District

MEMBERS ABSENT:

- Ben Benoit, Mayor Pro Tem, City of Wildomar and LGSBA Chairman
- Dr. Clark E. Parker, Sr., Senate Rules Committee Appointee
- Janice Rutherford, Supervisor, Second District, San Bernardino County
- Paul Avila, P.B.A. & Associates
- LaVaughn Daniel, DancoEN
- Cynthia Moran, Council Member, City of Chino Hills

OTHERS PRESENT:

- Mark Abramowitz, Board Member Consultant (*Lyou*)

SCAQMD STAFF:

- Derrick Alatorre, Deputy Executive Officer
- Laki Tisopulos, Ph.D., Deputy Executive Officer
- Nancy Feldman, Principal Deputy District Counsel
- Michael Krause, Planning & Rules Manager
- De Groeneveld, Sr. Information Technology Specialist
- Elaine-Joy Hills, AQ Inspector II
- Stacy Garcia, Secretary

Agenda Item #1 - Call to Order/Opening Remarks

Supervisor V. Manuel Perez called the meeting to order at 11:33 a.m.

Agenda Item #2 – Approval of September 14, 2018 Meeting Minutes/Review of Follow-Up/Action Items

Supervisor Perez called for approval of the September 14, 2018 meeting minutes. The minutes were approved with two abstentions from Supervisor Perez and Mr. Todd Campbell.

Agenda Item #3 – Follow Up/Action Items

Mr. Derrick Alatorre indicated that Ms. Rita Loof requested a presentation on Rule 219. Mr. Alatorre stated that he confirmed with SCAQMD staff that there is currently nothing to present. A presentation will be agendized when SCAQMD staff is ready to provide an update on Rule 219.

Mr. Alatorre said that Mr. Paul Avila had requested information on the Sriracha case. Mr. Avila was not present at the meeting for Ms. Nancy Feldman to address Mr. Avila's questions.

Mr. Alatorre stated that Mr. Avila also requested for the sales tax poll performed earlier this year, which was e-mailed to him by SCAQMD staff on October 2, 2018.

Agenda Item #4 – Permit Backlog Reduction

Dr. Laki Tisopulos presented on permit backlog reduction.

Mr. Bill LaMarr asked what the permit backlog is as of this date. Dr. Tisopulos responded that the backlog is currently less than 3,600, excluding the permits to construct issued, which serve as temporary permits to operate, and the net inventory is around 2,500. Mr. LaMarr inquired if the backlog reduction was done with existing staff on a voluntary basis and if overtime was involved. Dr. Tisopulos stated that there was voluntary overtime, and only a fraction of the budget set aside for this effort was used. By processing more permits at a fraction of the budgetary cost, SCAQMD brought in close to \$4 million. Mr. LaMarr asked about fostering a culture of excellence and asked if that was a reason for the permit backlog. Dr. Tisopulos said that the backlog was from a variety of different reasons.

Ms. Loof asked if AB 617 will have an impact on the permit backlog. Dr. Tisopulos responded that it is too soon to tell because there may be new rules coming, but he is not anticipating the impact to be insurmountable.

Mr. David Rothbart stated that streamlining the permitting process would be beneficial. Dr. Tisopulos acknowledged that there is always room for improvement and further standardizing and simplifying the process is something to strive for.

Mr. Eddie Marquez asked if the application process will be all electronic. Dr. Tisopulos explained that the goal is to convert the forms to electronically fillable smart forms, which will happen as early as 1 to 1 ½ years. In addition, online permitting tools are being developed, where applicants can write their own permits. Only applicants with simpler applications will be able to do this.

Agenda Item #5 – Local Government Land Use Policies to Reduce Air Pollution Exposure from Mobile Sources

Mr. Michael Krause presented on local government land use policies to reduce air pollution exposure from mobile sources.

Ms. Loof asked for elaboration of the Western Riverside County Good Neighbor Guidelines and mitigation funds. Mr. Krause indicated that the Western Riverside County Good Neighbor Guidelines

basically state that for new companies coming into the region, to distance themselves from schools if they have pollutants, do their best to stay in contact with their neighbors, and encourage clean technology. In regards to the mitigation fund, it is still new, but there may be other ways instead of imposing restrictive limits or thresholds, and there could be more specific items to where the funds could be directed. Other air districts are working on similar programs and we will be looking to them for ideas.

Mr. LaMarr suggested a symposium for companies who bid on projects to convey what SCAQMD wants them to do and get their feedback with respect to feasibility, cost impact, and workability. Mr. Krause responded that one of the facility-based measures does address new and redeveloped facilities similar to the indirect source rule in San Joaquin. There has been a working group that the realtors and builders have been involved in and he will take the suggestion back to that group.

Mr. Todd Campbell asked about the City of Los Angeles's direction of pulling back Health Risk Assessments. Mr. Krause said that there are concerns when you are located close to freeways. Further, Mr. Campbell inquired about SB 743, the significance of vehicle miles traveled, and if it is less important. Mr. Krause stated that he was merely pointing out the debate regarding the bill, but did not take a position.

Supervisor Perez asked what efforts are being done to inform people in Eastern Riverside County. Mr. Alatorre said that the information will be passed on to Eastern Riverside County, as well as other parts of the region. Supervisor Perez requested a symposium in Eastern Riverside County.

Action Item: Schedule a symposium in Eastern Riverside County.

Agenda Item #6 – Monthly Report on Small Business Assistance Activities

No comments.

Agenda Item #7 - Other Business

Ms. Loof said indicated that at the last Board meeting, there was discussion regarding AB 617 and the process by which trade associations would participate or be allowed to represent the community. Ms. Loof is requesting a report on activities that SCAQMD staff is working on with the California Air Resources Board (CARB). Mr. Alatorre indicated he will make that a future item.

Action Item: Provide a report on activities that SCAQMD staff is working on with CARB.

Agenda Item #8 - Public Comment

No comments.

Agenda Item #9 – Next Meeting Date

The next regular Local Government & Small Business Assistance Advisory Group meeting is scheduled for Friday, November 9, 2018 at 11:30 a.m.

Adjournment

The meeting adjourned at 12:33 p.m.