

BOARD MEETING DATE: June 7, 2024

AGENDA NO. 3

PROPOSAL: Recognize Revenue, Appropriate Funds and Issue Solicitation and Purchase Order for Laboratory Equipment

SYNOPSIS: South Coast AQMD is expected to receive grant funds up to \$270,006 from U.S. EPA for the NATTS Monitoring Program. This action is to recognize revenue, appropriate funds and issue a sole source purchase order for Laboratory equipment.

COMMITTEE: Administrative, May 9, 2024; Recommended for Approval

RECOMMENDED ACTIONS:

1. Recognize revenue upon receipt, and appropriate up to \$93,245 (\$176,761 is recognized in FY 2024-25 Budget for Salaries, Employee Benefits, and Indirect Costs) into the Monitoring and Analysis' (MAD) FY 2024-25 Budget as set forth in Attachment 1; and
2. Authorize the Procurement Manager, in accordance with South Coast AQMD's Procurement Policy and Procedure, to issue a sole source purchase order for laboratory equipment as listed in Table 1.

Wayne Natri
Executive Officer

JCL:AP:RMB:ld:ir:eg

Background

There are currently 188 hazardous air pollutants (HAPs), or air toxics regulated under the Clean Air Act that are associated with a wide variety of adverse health effects including cancer and neurological effects. The NATTS Program was developed to fulfill the need for long-term national HAP monitoring data. In 2007, U.S. EPA expanded the NATTS Program and awarded Section 103 funds to conduct monitoring for toxic air contaminants at two existing monitoring sites, Central Los Angeles, and Rubidoux. The air toxics data serves as a continuum between past and future air toxic measurement programs, such as MATES, and allows for more ongoing evaluation of toxic trends on a regional basis using the most robust air measurement methods. South Coast AQMD is expected to receive up to \$270,006 from U.S. EPA for the annually funded NATTS

Program for the operation and maintenance of the monitoring program for FY 2024-25. Revenue for this grant in the amount of \$176,761 has already been included in the FY 2024-25 Budget.

Proposal

This action is to recognize, upon receipt, the remaining grant revenue up to \$93,245 not included in the FY 2024-25 Budget, appropriate it into MAD’s FY 2024-25 Budget as set forth in Attachment 1, and issue sole source purchase order as described below.

The procurement of a Milestone TraceClean Acid Steam Cleaning System is critical to maintain the laboratory’s operational capacity and ensure ongoing compliance with NATTS program requirements. The current acid cleaning system used for NATTS metals analysis is outdated, being more than 15 years old and no longer supported by the manufacturer. This system is the sole means for acid cleaning in the laboratory, and if it fails that will halt the laboratory’s ability to perform metals analysis as required as part of the NATTS program. To address this, the laboratory proposes the purchase of the Milestone TraceClean Acid Steam Cleaning System at an estimated cost of \$25,000 as listed in Table 1. The purchase will be made as a sole source purchase followed by the issuance of a purchase order.

Sole Source Justification

Section VIII.B.3 of South Coast AQMD’s Procurement Policy and Procedure identifies four major provisions under which a sole source award funded in whole or in part with federal funds, may be justified. Specifically, this request for sole source award is made under provision VIII.B.3.a., the item is available only from a single source. The Milestone TraceClean Acid Steam Cleaning System is a unique acid steam cleaning system that can operate safely without the use of a fume hood and eliminates the operator’s exposure to vapors throughout the cleaning process.

Resource Impacts

U.S. EPA funding will support the continuation of the NATTS Monitoring Program.

**Table 1
Proposed Purchase through Sole Source Purchase Order**

Description	Qty	Funding Source	Estimated Amount
Milestone TraceClean Acid Steam Cleaning System	1	U.S EPA NATTS FY 2024-25	\$25,000
Total			\$25,000

Attachment

Proposed NATTS Expenditures for FY 2024-25

Attachment 1
Proposed NATTS Expenditures for FY 2024-25

Account Description	Account Number	Program Code	Estimated Expenditures*
Services & Supplies Major Object:			
Maintenance of Equipment	67600	47468	\$30,000
Travel	67800	47468	\$6,000
Laboratory Supplies	68050	47468	\$30,000
Office Expense	68100	47468	\$1,033
Small Tools, Instruments, Equipment	68300	47468	\$1,212
Total Services & Supplies Major Object:			\$68,245
Capital Outlay Major Object:			
Milestone TraceClean Acid Steam Cleaning System (1)*	77000	47468	\$25,000
Total Capital Outlay Major Object:			\$25,000
Total Appropriations			\$93,245

*Expenditures may be appropriated in Services and Supplies and/or Capital Outlays Major Objects as warranted.

Note: Salaries, Benefits, and Indirect Costs are included in the FY 2024-25 Budget.