



SOUTHERN CALIFORNIA
ASSOCIATION OF GOVERNMENTS
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REGIONAL COUNCIL OFFICERS

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Clint Lorimore, Eastvale

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**Jan C. Harnik, Riverside County
Transportation Commission**

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Immediate Past President
Rex Richardson, Long Beach

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Clint Lorimore, Eastvale

Community, Economic &
Human Development
Jorge Marquez, Covina

Energy & Environment
David Pollock, Moorpark

Transportation
Sean Ashton, Downey

REMOTE PARTICIPATION ONLY

EXECUTIVE/ ADMINISTRATION COMMITTEE

Remote Participation Only
Wednesday, June 2, 2021
3:00 p.m. – 4:00 p.m.

To Participate on Your Computer:
<https://scag.zoom.us/j/889726747>

To Participate by Phone:
Call-in Number: 1-669-900-6833
Meeting ID: 889 726 747

***Please see next page for detailed
instructions on how to participate in the meeting.***

PUBLIC ADVISORY

Given recent public health directives limiting public gatherings due to the threat of COVID-19 and in compliance with the Governor's recent Executive Order N-29-20, the meeting will be held telephonically and electronically.

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Maggie Aguilar at (213) 630-1420 or via email at aguilarm@scag.ca.gov. Agendas & Minutes are also available at: www.scag.ca.gov/committees.

SCAG, in accordance with the Americans with Disabilities Act (ADA), will accommodate persons who require a modification of accommodation in order to participate in this meeting. SCAG is also committed to helping people with limited proficiency in the English language access the agency's essential public information and services. You can request such assistance by calling (213) 630-1420. We request at least 72 hours (three days) notice to provide reasonable accommodations and will make every effort to arrange for assistance as soon as possible.



Instructions for Public Comments

You may submit public comments in two (2) ways:

1. **Submit written comments via email to: ePublicComment@scag.ca.gov by 5pm on Tuesday, June 1, 2021.**

All written comments received after 5pm on Tuesday, June 1, 2021 will be announced and included as part of the official record of the meeting.

2. **If participating via Zoom or phone, during the Public Comment Period, use the “raise hand” function on your computer or *9 by phone and wait for SCAG staff to announce your name/phone number. SCAG staff will unmute your line when it is your turn to speak. Limit oral comments to 3 minutes, or as otherwise directed by the presiding officer.**

If unable to connect by Zoom or phone and you wish to make a comment, you may submit written comments via email to: ePublicComment@scag.ca.gov.

In accordance with SCAG’s Regional Council Policy, Article VI, Section H and California Government Code Section 54957.9, if a SCAG meeting is “willfully interrupted” and the “orderly conduct of the meeting” becomes unfeasible, the presiding officer or the Chair of the legislative body may order the removal of the individuals who are disrupting the meeting.



Instructions for Participating in the Meeting

SCAG is providing multiple options to view or participate in the meeting:

To Participate and Provide Verbal Comments on Your Computer

1. Click the following link: <https://scag.zoom.us/j/889726747>.
2. If Zoom is not already installed on your computer, click “Download & Run Zoom” on the launch page and press “Run” when prompted by your browser. If Zoom has previously been installed on your computer, please allow a few moments for the application to launch automatically.
3. Select “Join Audio via Computer.”
4. The virtual conference room will open. If you receive a message reading, “Please wait for the host to start this meeting,” simply remain in the room until the meeting begins.
5. During the Public Comment Period, use the “raise hand” function located in the participants’ window and wait for SCAG staff to announce your name. SCAG staff will unmute your line when it is your turn to speak. Limit oral comments to 3 minutes, or as otherwise directed by the presiding officer.

To Listen and Provide Verbal Comments by Phone

1. Call **(669) 900-6833** to access the conference room. Given high call volumes recently experienced by Zoom, please continue dialing until you connect successfully.
2. Enter the **Meeting ID: 889 726 747**, followed by #.
3. Indicate that you are a participant by pressing # to continue.
4. You will hear audio of the meeting in progress. Remain on the line if the meeting has not yet started.
5. During the Public Comment Period, press *9 to add yourself to the queue and wait for SCAG staff to announce your name/phone number. SCAG staff will unmute your line when it is your turn to speak. Limit oral comments to 3 minutes, or as otherwise directed by the presiding officer.



EAC - Executive/Administration Committee
Members – June 2021

- 1. Hon. Clint Lorimore**
Chair, Eastvale, RC District 4
- 2. Hon. Jan C. Harnik**
1st Vice Chair, RCTC Representative
- 3. Sup. Carmen Ramirez**
2nd Vice Chair, Ventura County
- 4. Hon. Rex Richardson**
Imm. Past President, Long Beach, RC District 29
- 5. Hon. Jorge Marquez**
CEHD Chair, Covina, RC District 33
- 6. Hon. Frank A. Yokoyama**
CEHD Vice Chair, Cerritos, RC District 23
- 7. Hon. David Pollock**
EEC Chair, Moorpark, RC District 46
- 8. Hon. Deborah Robertson**
EEC Vice Chair, Rialto, RC District 8
- 9. Hon. Sean Ashton**
TC Chair, Downey, RC District 25
- 10. Hon. Art Brown**
TC Vice Chair, Buena Park, RC District 21
- 11. Hon. Alan Wapner**
LCMC Chair, SBCTA Representative
- 12. Hon. Peggy Huang**
LCMC Vice Chair, TCA Representative
- 13. Hon. Kathryn Barger**
Pres. Appt., Los Angeles County
- 14. Hon. Larry McCallon**
Pres. Appt., Highland, RC District 7
- 15. Hon. Cheryl Viegas-Walker**
Pres. Appt., El Centro, RC District 1

OUR MISSION

To foster innovative regional solutions that improve the lives of Southern Californians through inclusive collaboration, visionary planning, regional advocacy, information sharing, and promoting best practices.

OUR VISION

Southern California's Catalyst for a Brighter Future

OUR CORE VALUES

Be Open | Lead by Example | Make an Impact | Be Courageous



- 16. Sup. Donald Wagner**
Pres. Appt., Orange County

- 17. Hon. Andrew Masiel**
Tribal Govt Regl Planning Board Representative

- 18. Randall Lewis**
Business Representative, Non-Voting Member

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EXECUTIVE/ADMINISTRATION COMMITTEE AGENDA

Southern California Association of Governments
Remote Participation Only
Wednesday, June 2, 2021
3:00 PM

The Executive/Administration Committee may consider and act upon any of the items on the agenda regardless of whether they are listed as Information or Action items.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE *(The Honorable Clint Lorimore, Chair)*

PUBLIC COMMENT PERIOD

Members of the public are encouraged to submit written comments by sending an email to: ePublicComment@scag.ca.gov by 5pm on Tuesday, June 1, 2021. Such comments will be transmitted to members of the legislative body and posted on SCAG's website prior to the meeting. Written comments received after 5pm on Tuesday, June 1, 2021 will be announced and included as part of the official record of the meeting. Members of the public wishing to verbally address the Executive/Administration Committee will be allowed up to 3 minutes to speak, with the presiding officer retaining discretion to adjust time limits as necessary to ensure efficient and orderly conduct of the meeting. The presiding officer has the discretion to reduce the time limit based upon the number of comments received and may limit the total time for all public comments to twenty (20) minutes.

REVIEW AND PRIORITIZE AGENDA ITEMS

CONSENT CALENDAR

Approval Items

1. Minutes of the Meeting - May 5, 2021
2. Proposed Amendments to the Regional Council Policy Manual Relating to Teleconferenced Meetings
3. Contracts Amendment \$75,000 or Greater: Contract No. 18-028-C01, Regional Transportation Plan (RTP) Implementation and Technical Assistance Services, Amendment No. 5
4. Contracts \$200,000 or Greater: Contract No. 21-042-C01, Los Angeles Department of Transportation (LADOT) Senate Bill 743 (SB 743) Vehicle Miles Traveled (VMT) Mitigation Assistance Program
5. Contracts \$200,000 or Greater: Contract No. 21-044-C01, Curb Space Management Study

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Receive and File

6. Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 - \$74,999
7. CFO Monthly Report

CFO MONTHLY REPORT
(Cindy Giraldo, Chief Financial Officer)

PRESIDENT'S REPORT
(The Honorable Clint Lorimore, Chair)

EXECUTIVE DIRECTOR'S REPORT
(Kome Ajise, Executive Director)

FUTURE AGENDA ITEM/S

ANNOUNCEMENT/S

CLOSED SESSION

Public Employment

Pursuant to California Government Code Section 54957(b)(1)

Public Employee Performance Evaluation

Title: Executive Director

ADJOURNMENT

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Southern California Association of Governments
Remote Participation Only
June 2, 2021

**MINUTES OF THE MEETING
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
WEDNESDAY, MAY 5, 2021**

THE FOLLOWING MINUTES IS A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE (EAC). A VIDEO AND AUDIO RECORDING OF THE ACTUAL MEETING IS AVAILABLE AT: <http://scag.iqm2.com/Citizens/>

The Executive/Administration Committee (EAC) of the Southern California Association of Governments (SCAG) held its special meeting telephonically and electronically, given public health directives limiting public gatherings due to the threat of COVID-19 and in compliance with the Governor’s Executive Order N-29-20. A quorum was present.

Members Present

Hon. Rex Richardson, President	<i>Long Beach</i>	District 29
Hon. Clint Lorimore, 1st Vice President	<i>Eastvale</i>	District 4
Hon. Jan Harnik, 2nd Vice President		RCTC
Hon. Alan D. Wapner, Imm. Past President		SBCTA
Hon. Jorge Marquez, Chair, CEHD		
Hon. Frank Yokoyama, Vice Chair, CEHD	<i>Cerritos</i>	District 23
Hon. David Pollock, Chair, EEC	<i>Moorpark</i>	District 46
Hon. Deborah Robertson, Vice Chair, EEC	<i>Rialto</i>	District 8
Hon. Cheryl Viegas-Walker, Chair, TC	<i>El Centro</i>	District 1
Hon. Art Brown, Vice Chair, TC	<i>Buena Park</i>	District 21
Hon. Jose Luis Solache, Chair, LCMC	<i>Lynwood</i>	District 26
Hon. Peggy Huang, Vice Chair, LCMC		TCA
Hon. Margaret Finlay, President’s Appt.	<i>Duarte</i>	District 35
Hon. Carmen Ramirez, President’s Appt.		Ventura County
Mr. Randall Lewis, Ex-officio	<i>Lewis Group of Companies</i>	Business Representative

Members Not Present

Hon. Kim Nguyen, President’s Appt.	<i>Garden Grove</i>	District 18
Hon. Andrew Masiel, Sr.	<i>Pechanga Dev. Corp.</i>	TGRP Representative

Staff Present

Kome Ajise, Executive Director



Debbie Dillon, Chief Strategy Officer
Carmen Flores, Human Resources Director
Cindy Giraldo, Chief Financial Officer
Sarah Jepson, Director of Planning
Javiera Cartagena, Acting Director of Policy and Public Affairs
Julie Shroyer, Chief Information Officer
Ruben Duran, Board Counsel
Michael Houston, Chief Counsel, Director of Legal Services
Peter Waggoner, Office of Regional Council Support
Maggie Aguilar, Office of Regional Council Support

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Honorable Rex Richardson called the meeting to order at 3:00 p.m. and asked Jan Harnik, 2nd Vice President, RCTC, to lead the Pledge of Allegiance.

Given the public health directives limiting gatherings due to COVID-19, President Richardson announced the meeting was being held telephonically and electronically in compliance with the Governor’s Executive Orders.

PUBLIC COMMENT PERIOD

President Richardson opened the Public Comment Period and outlined instructions for public comments.

He reminded the public to submit comments via email to ePublicComment@scag.ca.gov. Staff acknowledged there were no public comments received by email.

Seeing no public comment speakers, President Richardson closed the Public Comment Period.

REVIEW AND PRIORITIZE AGENDA ITEMS

There was no prioritization of agenda items.

ACTION/DISCUSSION ITEMS

1. Resolution No. 21-632-2 Approving the Fiscal Year 2021-22 Final Comprehensive Budget

Chief Financial Officer Cindy Giraldo reported the budget was first presented to the Executive/Administration Committee (EAC) on March 3 and to the Regional Council on March 4,

where they received approval to proceed with the draft budget and initiate the 30-day public comment period. She stated the budget was made available online for public comment for the required 30-day period, and no public comments were received. Additionally, she stated the draft overall work program was submitted to Caltrans, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for their review and comments, and that all comments received were addressed and incorporated in the final conclusions of budget. She indicated the budget was now \$147.1 million, about \$700,000 less than the draft budget that was brought to them before. She called out Tables 1 and 2 within the staff report, which provided a summary of the changes made to both revenues and expenditures. She reported changes were predominantly driven by a \$1 million reduction to projected FHWA Planning funds based on the latest projections received, and offsetting cost reductions to print expenditures that were made to absorb the revenue reduction. She further stated that the current budget reflected no changes to salaries or benefits. However, \$777,000 in grant funds already programmed and other costs had been set aside to fund a one-year extension of three limited term positions to support the implementation of Connect SoCal. She indicated that the reallocation of these resources to the total salary costs would be brought back for approval as part of the fiscal year 2022 budget amendment one in the fall. In addition to this, she stated three new employee classifications were added to the salary schedule, including two for IT and one for planning, and that these new classifications would help fill identified staffing gaps within the divisions. Lastly, she pointed out that the ledger before them supported the important regional work that SCAG had committed to through Connect SoCal. She recommended that the EAC move to adopt the \$147.1 million budget and authorize the submittal of the overall work program to Caltrans, FHWA and FTA.

2. Resolution No. 21-632-3 Approving Amendment 4 to the FY 2020-21 Overall Work Program Budget

The Executive/Administration Committee combined the roll call votes for Items 1 and 2.

A MOTION was made (Pollock) on agenda Item 1, to recommend that the Regional Council: 1) Adopt the Fiscal Year 2021-22 (FY 2021-22) Final Comprehensive Budget and corresponding Resolution 21-632-2, subject to approval of the General Fund Budget and Membership Dues Assessment by the SCAG General Assembly; and 2) Authorize the submittal of the FY 2021-22 Overall Work Program (OWP) to the California Department of Transportation (Caltrans), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA), and on agenda Item 2, that the Regional Council Adopt Resolution No. 21-632-3, approving Amendment 4 to the FY 2020-21 (FY21) Overall Work Program (OWP) budget and authorize the Executive Director, or his designee, to submit the necessary documentation to the California Department of Transportation (Caltrans). Motion was SECONDED (Finlay) and passed by the following votes:

AYES: Brown, Finlay, Harnik, Huang, Lorimore, Marquez, Pollock, Ramirez, Richardson,

Robertson, Solache, Viegas-Walker, Wapner and Yokoyama (14)

NOES: None (0)

ABSTAIN: None (0)

CONSENT CALENDAR

Approval Items

3. Minutes of the Meeting - March 31, 2021
4. Contract Amendment Greater than \$75,000, Contract No. 19-034-C01, SCAG Integrated Passenger and Freight Forecast, Amendment No. 4
5. Contracts \$200,000 or Greater: Contract No. 21-033-C01, Travel Demand Model Improvement and Validation
6. Contracts \$200,000 or Greater: Contract No. 21-037-C01, Regional Dedicated Transit Lanes Study
7. Contract Amendment Greater than 30% of the contracts original value, Contract No. 21-045-C01, Protective Glass Installation, Amendment No. 1
8. SCA 2 (Allen) - Public Housing Projects
9. SB 9 (Atkins) - Duplex Approvals
10. SB 10 (Wiener) – CEQA Exemption for Up-Zoning up to 10 Units
11. SCAG Memberships and Sponsorships

Receive and File

12. CFO Monthly Report

Immediate Past President Alan Wapner, SBCTA, requested to pull Items 9 and 10 of the Consent Calendar.

A MOTION was made (Finlay) to approve Consent Calendar, Items 3 through 8 and 11; Receive and

File Item 12. Motion was SECONDED (Solache) and passed by the following votes:

AYES: Brown, Finlay, Harnik, Huang, Lorimore, Marquez, Pollock, Ramirez, Richardson, Robertson, Solache, Viegas-Walker, Wapner and Yokoyama (14)

NOES: None (0)

ABSTAIN: None (0)

Acting Director of Policy and Public Affairs Javiera Cartagena provided a brief overview of Item 9, SB 9 (Atkins) - Duplex Approvals and Item 10, SB 10 (Wiener) – CEQA Exemption for Up-Zoning up to 10 Units.

Immediate Past President Wapner expressed concern about taking an oppose unless amended position on Item 9, SB 9 (Atkins) - Duplex Approvals, and indicated he preferred to take an oppose position. He stated this bill would eliminate single family housing in the state of California and that nowhere in the bill did it mentioned anything about affordable housing. With respect to Item 10, SB 10 (Wiener) – CEQA Exemption for Up-Zoning up to 10 Units, he asked what this bill did that they didn't already have as far as local control. Staff acknowledged the question and responded accordingly.

Regional Council Member Cheryl Viegas-Walker, El Centro, District 1, clarified that with respect to SB 9, the League of California Cities took a position to oppose unless amended and it was not a flat out oppose position. She stated they needed to have a seat at the table to work with everything that was coming out of Sacramento. She indicated they needed to be engaged and be part of that discussion.

Regional Councilmember Peggy Huang, TCA, stated she agreed with Immediate Past President Wapner on Senate Bill 9. With respect to SB 10, she stated the city of Yorba Linda was strongly against it. She indicated that they were one of those cities that does have a ballot initiative for zoning changes.

Regional Councilmember Margaret Finlay, Duarte, District 35, indicated there was differing opinions here and was intrigued by both Immediate Past President Wapner and Regional Councilmember Viegas-Walker's thoughts on this.

Regional Councilmember Jose Luis Solache, Lynwood, District 26, stated there was a very good discussion at the Committee level and there was a strong sentiment on the issue of local control. He indicated there was no doubt that the local control discussion was the top issue and the reason why

the Committee recommended what they did. He further stated they wanted to have a seat at the table to see how SCAG could be a voice to some of the possible amendments to the bill.

Supervisor Carmen Ramirez, Ventura County, stated she strongly agreed with Regional Councilmember Viegas-Walker and would like to be able to work with the legislature to make this better, if possible, and would support the Committees position.

Regional Councilmember David Pollock, Moorpark, District 46, addressed SB 9 and stated that what was going on at the legislature was the recognition that 75% of our residential zoning was single family homes, and unless they did something with that, the affordability crisis was never going to be over. He indicated the cities had been saying they already had the Regional Housing Needs Assessment (RHNA) process and have enough pressure to make this happen. Due to this argument, he thought they wanted to stay at the table with them and keep arguing local control, and for that reason he supported and oppose unless amended position.

Immediate Past President Wapner stated that with all due respect to his colleagues, and certainly understood their position, at some point they had to draw a line and thought that they needed to protect their cities and communities, as well as their residents and do what was right. He questioned why they opposed any legislation.

President Richardson stated this was part of a deeper discussion with respect to the positions they take and thought maybe the new President could address this.

Regional Councilmember Jan Harnik, RCTC, expressed that Immediate Past President Wapner made some really great points. She stated they were going back to a one size fits all, and one size as they all knew it, did not fit all. She stated she really didn't see when they oppose something, why they couldn't have a seat at the table, because their voice should be stronger than that. She mentioned they had more than 19 million people and should have a seat at the table if they oppose.

President Richardson stated that an oppose unless amended position says we're paying attention to housing issues, we have concerns about the local control, but we have some details to work out. He thought there was a place for them to be able to help improve this bill and stated he supported the Committee's recommendation.

Regional Councilmember Solache thought that Regional Councilmember Harnik's point was very well taken because he had not thought about it that way. He stated that with their new administration they would have some work to do with this kind of conversation. He moved to support the Committee's recommendation.

A MOTION was made (Solache) to take an Oppose Unless Amended position on SB 9 (Atkins) -

Duplex Approvals, Consent Calendar Item 9. Motion was SECONDED (Viegas-Walker).

A SUBSTITUTE MOTION was made (Wapner) to take an Oppose position on SB 9 (Atkins) - Duplex Approvals, Consent Calendar Item 9. Motion was SECONDED (Huang) and failed by the following votes:

AYES: Harnik, Huang, Lorimore, Robertson, Wapner and Yokoyama (6)

NOES: Brown, Finlay, Marquez, Pollock, Ramirez, Richardson, Solache and Viegas-Walker (8)

ABSTAIN: None (0)

President Richardson proceeded to request a roll call vote for the original motion on Item 9, SB 9 (Atkins) - Duplex Approvals, on the Consent Calendar.

A MOTION was made (Solache) to take an Oppose Unless Amended position on SB 9 (Atkins) - Duplex Approvals, Consent Calendar Item 9. Motion was SECONDED (Viegas-Walker) and passed by the following votes:

AYES: Brown, Finlay, Harnik, Huang, Lorimore, Marquez, Pollock, Ramirez, Richardson, Solache, Viegas-Walker, Wapner and Yokoyama (14)

NOES: None (0)

ABSTAIN: Robertson (1)

President Richardson proceeded to request a roll call vote on Item 10, SB 10 (Wiener) – CEQA Exemption for Up-Zoning up to 10 Units, on the Consent Calendar.

A MOTION was made (Brown) to take a Support if Amended position on SB 10 (Wiener) – CEQA Exemption for Up-Zoning up to 10 Units, Consent Calendar Item 10. Motion was SECONDED (Viegas-Walker) and passed by the following votes:

AYES: Brown, Finlay, Harnik, Lorimore, Marquez, Pollock, Ramirez, Richardson, Robertson, Solache, Viegas-Walker, Wapner and Yokoyama (14)

NOES: Huang (1)

ABSTAIN: None (0)

INFORMATION ITEM**13. Inclusive Economic Recovery Strategy - Summary and Draft Recommendations**

Deputy Director of Planning Jenna Hornstock provided a brief overview of the draft recommendations for the Inclusive Economic Recovery Strategy. She stated the recommendations were organized across five focus areas, in addition to levels of influence. She stated that based on what they had heard from stakeholders they wanted to ensure what they could and could not deliver. Therefore, for each focus area, recommendations were categorized as: 1) SCAG is actively pursuing with existing resources, 2) SCAG can pursue with partnerships and additional resources, and 3) additional recommendations where SCAG can partner. She indicated the key priority recommendations they were going to focus on were the areas they were already doing the work on and whether they wanted to pursue some partners and additional resources. She proceeded to provide a brief overview of the top recommendation priorities in the five focus areas, which included, but were not limited to the following:

- Housing Production with respect to the Regional Early Action Program;
- Transportation and Infrastructure projects across the region and advocating for funding at the state and federal level, in addition to, the use of these projects to pilot job training programs and to lead and support efforts to bridge the digital divide;
- Sector Based Strategies for key industry sectors and the need for regulatory reform; and
- Human Capital to bring greater awareness of workforce development resources for employers, joining the state in advocating for federal jobs guarantee, and seeking partners and additional resources, by serving as the lead data and research partner for the Southern California region in developing the job quality index.

CFO REPORT

Chief Financial Officer Cindy Giraldo highlighted the success SCAG has had with the federal programs for disadvantaged business enterprises (DBE's) and stated that for the past six months reporting period, SCAG was able to report success rates ranging from 24 to 31% of the percentage of federal dollars allocated to DBE's, which exceeded the approximate 17% goal established by Caltrans. She stated that gaining a better understanding of how we continue to move this was an area that they were going to be looking at as part of the approved equity action plan.

PRESIDENT'S REPORT

President Richardson reported the Regional Council meeting was scheduled from 8:30 a.m. -10:00 a.m. tomorrow, followed by General Assembly at 10:15 a.m. He reminded the EAC members that the next meeting of the EAC was scheduled for Wednesday, June 2, 2021 at 3:00 p.m.

EXECUTIVE DIRECTOR’S REPORT

Executive Director Ajise congratulated President Richardson on a successful tenure. He also provided a brief overview of action items that were going on in the region, which included, but were not limited to the following:

- The launch of the Last Mile Freight Program on May 10th and the opening of the call-for-projects, which includes a total of \$10 million in Phase 1, which will be available for local businesses to commercially deploy zero-emission (ZE) or near-zero emission (NZE) heavy- and medium-duty on road trucks. Additionally, SCAG would conduct a workshop for businesses interested in applying in the next few weeks, with the submission deadline;
- The Active Transportation Program (ATP) Cycle 5 which was the most contested cycle in the history of the program and dealt with two components, the statewide and MPO components. Specifically in the statewide component the lowest scoring applications that received funding scored 92 out of 100 and under the MPO components of the ATP, SCAG would be able to fund some projects that were significant to the tune of about \$93 million, such as Sustainable Communities Program - Active Transportation and Safety; and
- SCAG was working on drafting a letter for Broadband funding with a potential of \$8 billion for Southern California. Funds would go to projects in various communities under the digital divide.

FUTURE AGENDA ITEMS

There were no future agenda items.

ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

There being no further business, President Richardson adjourned the Regular Meeting of the EAC at 4:00 p.m.

[MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE EAC]

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Executive / Administration Committee Attendance Report

2020-21															Total M Attend To Da
MEMBERS	CITY	Representing	JUN (Sp. Mtg.)	JULY	AUG (Retreat)	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	
Hon. Rex Richardson, President	Long Beach	District 29	1			1	1	1	1	1	1	1	1	1	10
Hon. Clint Lorimore, 1st Vice Chair	Eastvale	District 4	1			1	1	1	1	1	1	1	1	1	10
Hon. Jan Harnik, Chair, 2nd Vice Chair		RCTC	1			1	1	1	1	1	1	1	1	1	10
Hon. Alan Wapner, Imm. Past Chair		SBCTA								1	1	1	0	1	4
Hon. Jorge Marquez, Chair, CEHD	Covina	District 33	1			1	0	1	1	1	1	0	1	1	8
Hon. Frank Yokoyama, Vice Chair, CEHD	Cerritos	District 23	1			1	1	1	1	1	1	1	1	1	10
Hon. David Pollock, Chair, EEC	Moorpark	District 46	1	D	D	1	1	1	1	1	1	1	0	1	9
Hon. Deborah Roberston, Vice Chair, EEC	Rialto	District 8	1	A	A	0	1	0	0	1	1	1	1	1	7
Hon. Cheryl Viegas-Walker, Chair, TC	El Centro	District 1	1	R	R	1	1	1	1	1	1	1	1	1	10
Hon. Art Brown, Vice Chair, TC	Buena Park	District 21										1	1	1	3
Hon. José Luis Solache, Chair, LCMC	Lynwood	District 26	1	K	K	1	1	1	1	1	1	1	1	1	10
Hon. Peggy Huang, Vice Chair, LCMC		TCA	1			1	1	1	1	1	1	1	1	1	10
Hon. Margaret Finlay, President's Appt.	Duarte	District 35	1			1	1	1	1	1	1	1	1	1	10
Hon. Kim Nguyen, President's Appt.	Garden Grove	District 18	1			1	1	1	1	1	1	1	0	0	8
Sup. Carmen Ramirez, President's Appt.		County of Ventura	1			0	1	1	1		1	1	1	1	8
Hon. Andrew Masiel, Sr.	Pechanga Dev. Corporation	Tribal Government Regional Planning Board	0			0	0	0	0	1	1	1	0	0	3
Mr. Randall Lewis, Ex-Officio Member	Lewis Group of Companies	Business Representative	1			1	1	1	1	1	0	1	1	1	9
			14	0	0	12	13	13	13	15	15	16	13	15	:

*Revised to reflect attendance not previously recorded in the minutes approved on 1/7/21

Attachment: EAC Attendance Sheet 2020-21 (Minutes of the Meeting - May 5, 2021)



Southern California Association of Governments
Remote Participation Only
June 2, 2021

To: Executive/Administration Committee (EAC)
Regional Council (RC)

EXECUTIVE DIRECTOR'S
APPROVAL

From: Michael Houston, Chief Counsel
(213) 630-1467, houston@scag.ca.gov

Subject: Proposed Amendments to the Regional Council Policy Manual Relating to
Teleconferenced Meetings

RECOMMENDED ACTION FOR EAC:

Recommend the Executive/Administration Committee (EAC) recommend that the Regional Council adopt amendments to the Regional Council Policy Manual allowing for the continued use of teleconferencing and videoconferencing during meetings of SCAG's General Assembly, Regional Council and its committees or subcommittees, as is currently permitted due to the COVID-19 public health crisis or as otherwise is permitted by the Brown Act.

RECOMMENDED ACTION FOR RC:

Recommend that the Regional Council adopt amendments to the Regional Council Policy Manual allowing for the continued use of teleconferencing and videoconferencing during meetings of SCAG's General Assembly, Regional Council and its committees or subcommittees, as is currently permitted due to the COVID-19 public health crisis or as otherwise is permitted by the Brown Act.

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 4: Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration.

EXECUTIVE SUMMARY:

On April 2, 2020, in response to various Executive Orders issued by the Governor suspending certain provisions of the Ralph M. Brown Act (the "Brown Act") during the COVID-19 emergency, the Executive/Administration Committee ("EAC"), acting on behalf of the Regional Council, adopted amendments to the Regional Council Policy Manual ("Policy Manual"). Those amendments permit the General Assembly, Regional Council and any committees or subcommittees to hold meetings by teleconference or videoconference during a declared local, state or national emergency. However, when the declared emergency orders are eventually lifted, the existing Policy Manual provisions would prohibit General Assembly or Regional Council meetings from being held by teleconference/videoconference. Given SCAG's unique nature as a

large, six county regional policy-making forum and planning organization, the ability to utilize teleconference/videoconference technology has provided members of the public with additional methods of public participation and has reduced the need for travel and use of vehicles or other transportation forms to attend in-person meetings. To extend teleconference/videoconference opportunities for meetings of the General Assembly, Regional Council and any committees or subcommittees once emergency declarations are rescinded, staff proposes the Policy Manual be amended to permit continued use of teleconference/videoconference technology consistent with state law. In all cases, the proposed amendments would continue to require compliance with the Brown Act (as such may be amended or subject to any Executive Order, or applicable public health order) for all legislative body meetings. The proposed amendments would not require meetings to be held by telephonic/video conference, but would merely permit this technology tool to be utilized as an option.

BACKGROUND:

In 2020 and in response to the COVID-19 pandemic and the public health crisis, Governor Newsom issued several Executive Orders. Executive Order N 29-20 provides flexibility regarding certain requirements contained in the Brown Act relating to the conduct of public meetings by teleconference (which, under the Brown Act, includes meetings held by videoconference).

In light of these Executive Orders, and given the need for SCAG's General Assembly, Regional Council and its committees and subcommittees to conduct business of the organization, the EAC, on behalf of the Regional Council, acted on April 2, 2020 to amend the Policy Manual. The 2020 amendments provide that, in limited circumstances when a local, state or national emergency has been declared, the SCAG President (in consultation with the Executive Director) may determine that meetings of the General Assembly, Regional Council and other SCAG legislative bodies may be conducted by teleconference/videoconference to protect public health and safety.

Since April of 2020, meetings of the General Assembly, the Regional Council and its committees and subcommittees were successfully conducted by teleconference/videoconference. During this time, the ability of the public to remotely view, participate in and directly address the Regional Council and its committees has increased the opportunity for public participation and transparency. Remote participation has also facilitated members of the public and members of the General Assembly, Regional Council and its committees and subcommittees not having to travel to meetings, thus saving commute time and assisting in efforts to reduce regional transportation emissions. Finally, the use of teleconference/videoconference technology (such as Zoom, which has been used for public meetings) provides an ease of use and functionality that promotes the ability of SCAG to conduct business capably and transparently in a virtual environment.

The Policy Manual's present language, as amended in April of 2020, only permits SCAG's General Assembly and Regional Council to continue holding teleconference/videoconference meetings

during declared emergencies. As a result, once the emergency declarations are rescinded, SCAG's policies do not otherwise allow for the General Assembly or Regional Council to meet telephonically or by videoconference, even though the Brown Act otherwise permits virtual meetings to occur subject to specific requirements (such as, for instance, requiring that the teleconference locations be noticed in the agenda and open to the public).

Because SCAG has successfully adapted to a virtual meeting structure, staff believes that the Policy Manual should be amended to permit continued use of teleconference/videoconference technology in conducting meetings, subject to compliance with applicable provisions of the Brown Act, after the emergency public health orders end. The proposed amendments do not require meetings to be conducted by teleconference/videoconference, and nothing precludes holding in person or "hybrid" meetings (where some physical attendance occurs in conjunction with teleconference/videoconference). As with the current Policy Manual provisions, the proposed amendments would permit the President, in consultation with the Executive Director, to use these technological tools for holding meetings.

Accordingly, the following amendments are proposed to the Policy Manual, for consideration by the EAC and the Regional Council:

1. Delete section (A)(4) to Article IV of the Regional Council Policy Manual, which presently reads as follows:

"During a declared local, state or national emergency, the President may determine, after consultation with the Executive Director, that the Regional Council will meet using teleconferencing and/or videoconferencing capabilities."

The aforementioned provision was added as part of the April 2020 amendments and would be superfluous should the Regional Council adopt the modifications described in point 3 below.

2. Delete section (D)(6) to Article VI, which presently reads as follows:

"SCAG may use teleconferencing or videoconferencing only for special meetings of the Executive/Administrative Committee and for all meetings of other SCAG committees, subcommittees, task forces. However, teleconferencing and videoconferencing shall not be employed for any meeting whose agenda includes a closed session."

The aforementioned provision would be superfluous should the Regional Council adopt the modifications described in point 3 below.

3. Modify language presently found in section (D)(7) to Article VI of the Regional Council Policy Manual to read in its entirety as follows (and re-attribute the provision to "(D)(6)" of Article VI):

"To facilitate the orderly, timely and expeditious conduct of regular or special meetings of all of SCAG's legislative bodies, and in consideration of SCAG's geographically diverse membership, the President may determine, after consultation with the Executive Director, that the General Assembly, Regional Council and any other SCAG committee or body, including but not limited to the Executive/Administrative Committee, will meet using teleconferencing and/or videoconferencing capabilities. Further, and notwithstanding any other provision of this Regional Council Policy Manual, the President may waive, after consultation with the Executive Director and legal counsel, certain provisions of teleconferencing and videoconferencing requirements set forth under Section D.1., D.2. and D.4. of this Article VI, to the extent such waiver(s) is/are permitted by and consistent with applicable law, executive order or any applicable public health order."

This provision, as modified, would permit teleconference/videoconference meetings of the Regional Council and General Assembly to continue once the current emergency orders are lifted, in compliance with the Brown Act or (should declared emergencies otherwise provide) applicable executive order or public health order. Staff believes these proposed changes are important to assist the organization as it moves towards in-person meetings (including hybrid meetings with in-person and teleconference/videoconference components), in light of what likely are continuing requirements for social distancing that will impact facility occupancy limits.

Excerpts of the Policy Manual that are proposed to be amended are attached to this report, with the provisions highlighted for reference and specific changes shown in tracking (deletions/additions).

FISCAL IMPACTS:

None

ATTACHMENT(S):

1. RCPM Excerpt - Showing Proposed Amendments



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Excerpts of RCPM for June 2 EAC and June 3 Regional Council

ARTICLE IV

COMPOSITION, ATTENDANCE AND POLICIES FOR THE REGIONAL COUNCIL, POLICY COMMITTEES AND

OTHER SCAG COMMITTEES, SUBCOMMITTEES AND TASK FORCES

A. Regional Council – The membership, organization, duties, quorum and voting requirements of the Regional Council are addressed in SCAG’s Bylaws. The following additional policies are applicable to the Regional Council.

(1) The Regional Council shall generally consider a recommendation from a Policy Committee in the month following the development of such a recommendation. In the case of time sensitive matters, a recommendation from a Policy Committee may be considered at the first Regional Council meeting after the Policy Committee meeting at which the recommendation was adopted.

(2) The Regional Council shall generally consider a recommendation from the Executive/Administration Committee at the first Regional Council meeting after the Executive/Administration meeting at which the recommendation was adopted.

(3) The Regional Council shall generally meet on the first Thursday of each month. The Regional Council shall annually approve its calendar year meeting schedule which may include one or more months in which other SCAG meetings replace the regular meeting of the Regional Council. In addition, the Regional Council will not meet one month of the year to allow for a vacation period.

(4) During a declared local, state or national emergency, the President may determine, after consultation with the Executive Director, that the Regional Council will meet using teleconferencing and/or videoconferencing capabilities.

B. Executive/Administration Committee – The membership, organization, duties, quorum and voting requirements of the Executive/Administration Committee are addressed in SCAG’s Bylaws. The following additional policies are applicable to the Executive/Administration Committee.

(1) The President of SCAG shall serve as the Chair of the Executive/Administration Committee and shall be the presiding officer at its meetings. The First Vice President of SCAG shall serve as the Vice Chair and shall act as the presiding officer at meetings in the absence of the President. The Second Vice President or the Immediate Past President, in that order, shall preside at meetings in the absence of the President and First Vice President.

RC Approved 06/09/19, as amended 04/02/20

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Excerpts of RCPM for June 2 EAC and June 3 Regional Council

ARTICLE VI

THE RALPH M. BROWN ACT: REQUIREMENTS AND SCAG POLICIES

SCAG endeavors to be in full compliance with all aspects of the Ralph M. Brown Act, (Government Code Section 54950 et seq. (herein the "Brown Act")) in all of its meetings, activities and interactions with the public. Selected parts of the Brown Act are described and discussed in the materials that follow to provide guidance and reminders to SCAG Representatives about the requirements of the Brown Act and the policies that SCAG has implemented to ensure full compliance.

A. Bodies Subject to the Brown Act – In accordance with Section 54952 of the Government Code, the working entities of SCAG including the General Assembly, the Regional Council, the Policy Committees and generally all of the SCAG committees are "legislative bodies" of local agencies as defined by Section 54952 of the Government Code and their meetings are covered by the Brown Act with respect to matters such as agendas, closed sessions, public participation, etc. However, if an advisory committee is created by a SCAG legislative body and if the advisory committee is comprised of less than a quorum of the members of the SCAG legislative body that created it, then the advisory committee is not subject to the Brown Act, unless the advisory committee is a standing committee. The Brown Act defines a standing committee as one which has continuing jurisdiction over a particular subject matter or if its meeting schedule is fixed by some formal action by the body that created the committee.

B. Meetings – If a quorum of the membership of one of the legislative bodies of SCAG meets to hear, discuss or deliberate on any matter that is under the subject matter jurisdiction of the legislative body, then a meeting occurs regardless of whether or not any action is taken, and all notice and agenda provisions of the Brown Act apply. Informal gatherings at lunches or social activities or in other informal settings that involve a quorum or more of the membership of a SCAG legislative body must also meet the requirements of the Brown Act unless the event is open to the public and the members of the legislative body do not discuss among themselves, except as may be part of any scheduled program, issues that are within the subject matter jurisdiction of SCAG.

Excerpts of RCPM for June 2 EAC and June 3 Regional Council

As an added caution, because SCAG has overlapping legislative bodies and committees, the quorum requirements of all applicable SCAG legislative bodies, especially the Executive/Administration Committee with its limited membership/quorum, should be considered whenever the attendance at a SCAG event is being planned to determine if the meeting requirements of the Brown Act are applicable.

C. Serial Meetings – A serial meeting is a series of communications, each of which involve less than a quorum of a legislative body, but which collectively involve at least a quorum of the legislative body and through which concurrence is developed with regard to an action to be taken by the legislative body (see Section 54952.2 of the Government Code). Serial meetings are forbidden by the Brown Act. Caution must be exercised to ensure that briefings by SCAG staff of members of a quorum of a small committee (e.g. Executive/Administrative Committee) do not lead to advance concurrence by the members of the committee about a subsequent action to be taken by the committee.

D. Teleconferencing and Videoconferencing – Section 54953 of the California Government Code sets forth the Brown Act requirements for teleconferencing and videoconferencing at SCAG meetings. SCAG has also established special requirements for the use of teleconferencing and videoconferencing that impose some additional restrictions beyond those of the Brown Act. The most significant aspects of the Brown Act’s requirements along with the specific requirements of SCAG are the following.

(1) All teleconferencing and videoconferencing locations that will be utilized by one or more members of the SCAG legislative body must be identified in the meeting agenda and must be open to the public and include access for people with disabilities. Copies of the agenda of the meeting must be posted at all teleconferencing or videoconferencing locations. Hotel rooms, homes, business offices can all be used as teleconferencing or videoconferencing locations as long as they are identified in the agenda, have the agenda posted at the location and are properly open to the public. An automobile cannot be identified as a teleconferencing location.

(2) During a teleconferenced or videoconference meeting, at least a quorum of the SCAG

Excerpts of RCPM for June 2 EAC and June 3 Regional Council

legislative body must be at a location within the boundaries of the SCAG Region.

(3) If staff or consultants are to participate at a SCAG legislative body meeting to provide information or to be available to answer questions, the meeting location of such staff do not have to be placed on the agenda and the location does not have to be open to the public. A SCAG staff member can participate in a meeting by calling in from an undisclosed location or a train, bus or car, but such an option is not available to a member of the legislative body.

(4) All votes taken at teleconferenced or videoconference meetings must be taken via roll call.

(5) SCAG can elect to make additional teleconference or videoconference locations available to the public for any SCAG legislative body meeting. Members of a SCAG legislative body do not have to be present at every teleconference and videoconference location.

~~(6) SCAG may use teleconferencing or videoconferencing only for special meetings of the Executive/Administrative Committee and for all meetings of other SCAG committees, subcommittees, task forces. However, teleconferencing and videoconferencing shall not be employed for any meeting whose agenda includes a closed session.~~

~~(7)~~(6) Notwithstanding any other provision of this Regional Council Policy Manual, during a declared local, state or national emergency, To facilitate the orderly, timely and expeditious conduct of regular or special meetings of all of SCAG's legislative bodies, and in consideration of SCAG's geographically diverse membership, the President may determine, after consultation with the Executive Director, that the General Assembly, Regional Council and any other SCAG committee or body, including but not limited to the Executive/Administrative Committee, will meet using teleconferencing and/or videoconferencing capabilities. Further, and notwithstanding any other provision of this Regional Council Policy Manual, the President may waive, after consultation with the Executive Director and legal counsel, certain provisions of teleconferencing and videoconferencing requirements set forth under Section D.1., D.2. and D.64. of this Article VI, to the extent such waiver(s) is/are permitted by and consistent with applicable law, executive order or any applicable public health order.

E. **Regular Meetings** – A meeting that occurs at an established time and place set by an action of the Regional Council or other SCAG legislative body is a regular meeting. Notices and agendas for



Southern California Association of Governments
Remote Participation Only
June 2, 2021

To: Executive/Administration Committee (EAC)
Regional Council (RC)

From: Cindy Giraldo, Chief Financial Officer
(213) 630-1413, giraldo@scag.ca.gov

Subject: Contracts Amendment \$75,000 or Greater: Contract No. 18-028-C01,
Regional Transportation Plan (RTP) Implementation and Technical
Assistance Services, Amendment No. 5

EXECUTIVE DIRECTOR'S
APPROVAL

RECOMMENDED ACTION:

Approve Amendment No. 5 to Contract No. 18-028-C01 in an amount not to exceed \$150,834 with System Metrics Group, Inc. increasing the contract value from \$883,178 to \$1,034,012, to enable the consultant to continue to develop critical milestones and documentation of the region's progress in implementing the 2020 Regional Transportation Plan/Sustainable Communities Strategy (2020 RTP/SCS – also known as Connect SoCal) and provide technical support. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract on behalf of SCAG.

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians. 3: Be the foremost data information hub for the region. 4: Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration.

EXECUTIVE SUMMARY:

The project scope of services entails development of critical milestones and documentation of the region's progress in implementing the 2020 RTP/SCS. The scope includes the identification of potential challenges with implementing key initiatives, new opportunity areas, recommended action steps, and potential implications. Consultant services also include providing technical support, focusing on assessment of transportation projects, programs and strategies as well as implementation of performance measures compliant with federal requirements.

This increase is due to the need for continued COVID-19 financial and economic impact assessment and any associated revisions to the financial model. Supplemental ad-hoc analyses are also anticipated as SCAG undertakes additional work related to the economic and financial impacts of COVID-19 and associated efforts to develop an economic development strategy for the

region. Further efforts include development of a framework for expediting implementation and monitoring progress of the transportation investments in Connect SoCal. Finally, efforts will entail continued updates to the Regional Express Lane Concept of Operations (ConOps). Specifically, the ConOps update will address SB 743 implementation as it relates to the Regional Express Lanes network, coordinating extensively with county project sponsors and Caltrans to assess technical analyses approaches and potential mitigation strategies.

This amendment exceeds \$75,000 and when combined with a previous amendment also exceeds 30% of the contract’s original value. Therefore, in accordance with the SCAG Procurement Manual (January 2021) Section 9.3, it requires the Regional Council’s approval.

BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Amendment Amount</u>
System Metrics Group, Inc. (18-028-C01)	The consultant shall continue to help develop critical milestones and develop a framework for implementing the 2020 RTP/SCS and provide technical support.	\$150,834

FISCAL IMPACT:

Funding of \$50,834 is available in the FY 2020-21 Overall Work Program (OWP) budget in Project Number 015-0159B.02, and the remaining \$100,000 is included in the FY 2021-22 OWP budget in Project Number 015-0159B.02, subject to budget approval.

ATTACHMENT(S):

1. Contract Summary 18-028-C01 Amendment 5
2. Contract Summary 18-028-C01 Amendment 5 COI

CONTRACT 18-028-C01 AMENDMENT NO. 5

Consultant: System Metric Group, Inc.

Background & Scope of Work: On November 15, 2018, SCAG awarded Contract 18-028-C01 to System Metric Group, Inc. to develop critical milestones and document the region’s progress in implementing the 2020 Regional Transportation Plan/Sustainable Communities Strategy (2020 RTP/SCS – also known as Connect SoCal). The scope includes the identification of potential challenges with implementing key initiatives, new opportunity areas, and recommended action steps, as well as providing technical support.

Amendment No. 5 provides additional funding to enable the consultant to provide additional services and increases the contract value from \$883,178 to \$1,034,012 (\$150,834).

This increase is due to the need for continued COVID 19 financial and economic impact assessment and any associated revisions to the financial model. Supplemental ad-hoc analyses are also anticipated as SCAG undertakes additional work related to the economic and financial impacts of COVID 19 and associated efforts to develop an economic development strategy for the region. Further efforts include development of a framework for expediting implementation and monitoring progress of the transportation investments in Connect SoCal. Finally, efforts will entail continued updates to the Regional Express Lane Concept of Operations (ConOps). Specifically, the ConOps update will address SB 743 implementation as it relates to the Regional Express Lanes network, coordinating extensively with county project sponsors and Caltrans to assess technical analyses approaches and potential mitigation strategies.

Project’s Benefits & Key Deliverables: Project primary benefit entails development of critical milestones and documentation of the region’s progress in implementing the 2016 RTP/SCS. The key deliverables will include but are not limited to, the identification of potential challenges with implementing key initiatives, new opportunity areas, recommended action steps, and potential implications for the 2020 RTP/SCS.

Strategic Plan: This item supports SCAG’s Strategic Plan, Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians, Goal 3: Be the foremost data information hub for the region, and Goal 4: Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

Amendment Amount:	Amendment 5	\$150,834
	Amendment 4	\$200,000
	Amendment 3 (administrative - no change to contract’s value)	\$0
	Amendment 2 (administrative - no change to contract’s value)	\$0
	Amendment 1 (revised consultant team resulting in net reduction)	-\$4,669
	Original contract value	<u>\$687,847</u>
	Total contract value is not to exceed	\$1,034,012

This amendment exceeds \$75,000 and when combined with a previous amendment also exceeds 30% of the contract’s original value. Therefore, in accordance with the

SCAG Procurement Manual (January 2021) Section 9.3, it requires the Regional Council's approval.

Contract Period: November 15, 2018 through December 31, 2021

Project Numbers: 015.0159B.02 \$150,834
Funding source: Federal Transit Administration, Section 5303 (FTA 5303)

Funding of \$50,834 is available in the FY 2020-21 Overall Work Program (OWP) budget in Project Number 015-0159B.02, and the remaining \$100,000 is included in the FY 2021-22 OWP budget in Project Number 015-0159B.02, subject to budget approval.

Basis for the Amendment:

Impacts of COVID-19 has exposed many vulnerabilities in our transportation system and at the same time it is exacting disproportionately negative impacts on the most vulnerable of our population. It is now more important than ever to implement the adopted Connect SoCal as expeditiously and efficiently as possible so we can begin the healing process, not just in terms of addressing our most pressing transportation needs, but also reviving the economy through direct investments and efficiency that will be gained through a robust transportation system. To that end, the Consultant team can build upon the technical support they provided in developing Connect SoCal and assist SCAG in developing a framework for expediting implementation and monitoring progress of the transportation investments included in the adopted Connect SoCal. As such, the additional work to be completed through this contract amendment effectively builds upon the work the consultant team has already completed under the original contract. A critical example of this includes completing an update of SCAG's Regional Express Lane ConOps, which is a critical component of implementing one of Connect SoCal's core strategies. With the encouragement of both Caltrans and FHWA, SCAG plans to complete an update of its Regional Express Lane ConOps, which was last updated during the 2016 RTP/SCS timeframe. To optimize this process, the Consultant would continue engagement of managed lane stakeholder agencies in the development of the update.

Without this amendment, the timely completion of the region's express lanes network could be jeopardized given the implications of SB 743 implementation. SCAG's convening role, facilitating analyses and developing a strategy for a path forward will have significant impact on the status of express lanes in the region, and potentially across the state.

**Conflict of Interest (COI) Form - Attachment
For June 3, 2021 Regional Council Approval**

Approve Amendment No. 5 to Contract No. 18-028-C01 in an amount not to exceed \$150,834 with System Metrics Group, Inc. increasing the contract value from \$883,178 to \$1,034,012, to enable the consultant to continue to develop critical milestones and documentation of the region’s progress in implementing the 2020 Regional Transportation Plan / Sustainable Communities Strategy (2020 RTP/SCS – also known as Connect SoCal) and provide technical support. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract on behalf of SCAG.

The consultant team for this contract includes:

Consultant Name	Did the consultant disclose a conflict in the Conflict of Interest Form they submitted with its original proposal (Yes or No)?
System Metrics Group, Inc. (prime consultant)	No - form attached
CLR Analytics (subconsultant)	No - form attached
Transportation Analytics (subconsultant)	No - form attached
WSP (subconsultant)	Yes - form attached

SCAG CONFLICT OF INTEREST FORM

RFP No./Contract No. 18-028-C01

SECTION I: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "Doing Business with SCAG," whereas the SCAG staff and Regional Council members lists can be found under "About SCAG."

Any questions regarding the information required to be disclosed in this form should be directed to Justine Block, SCAG Deputy Legal Counsel.

Name of Firm: System Metrics Group, Inc.

Name of Preparer: Tarek Hatata

Project Title: Regional Transportation Plan (RTP) Implementation and Technical Support

Date Submitted: 08/11/2020

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Tarek Hatata, hereby declare that I am the (position or title) President of (firm name) System Metrics Group, Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 08/11/2020 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.

Tarek Hatata Digitally signed by Tarek Hatata
Date: 2020.08.11 14:40:59 -07'00' 08/11/2020
 Signature of Person Certifying for Proposer (original signature required) Date

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

SCAG CONFLICT OF INTEREST FORM

RFP No./Contract No. 18-028-C01

SECTION I: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "Doing Business with SCAG," whereas the SCAG staff and Regional Council members lists can be found under "About SCAG."

Any questions regarding the information required to be disclosed in this form should be directed to Justine Block, SCAG Deputy Legal Counsel.

Name of Firm: CLR Analytics Inc.

Name of Preparer: Lainyu Chu

Project Title: Regional Transportation Plan (RTP) Implementation and Technical Assistance Services

Date Submitted: 8/13/2020

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:


Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Lianyu Chu, **hereby declare that I am the (position or title)** President **of (firm name)** CLR Analytics Inc., **and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 08/13/2020 **is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.****


 _____ 08/13/2020
 Signature of Person Certifying for Proposer Date
 (original signature required)

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

SCAG CONFLICT OF INTEREST FORM

RFP No./Contract No. 18-028-C01

SECTION I: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "Doing Business with SCAG," whereas the SCAG staff and Regional Council members lists can be found under "About SCAG."

Any questions regarding the information required to be disclosed in this form should be directed to Justine Block, SCAG Deputy Legal Counsel.

Name of Firm: Transportation Analytics

Name of Preparer: Diana M. Dorinson, Founder & Principal

Project Title: SCAG Regional Transportation Plan (RTP) Implementation and Technical Assistance Services

Date Submitted: 11-Aug-2020

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Diana M. Dorinson, **hereby declare that I am the (position or title)** Founder & Principal **of (firm name)** Transportation Analytics, **and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 11-Aug-2020 **is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.****

Diana M. Dorinson 11-Aug-2020
Digitally signed by Diana M. Dorinson
Date: 2020.08.11 17:05:55 -07'00'
 Signature of Person Certifying for Proposer (original signature required) Date

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

SCAG CONFLICT OF INTEREST FORM

RFP No./Contract No. 18-028-C01

SECTION I: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "Doing Business with SCAG," whereas the SCAG staff and Regional Council members lists can be found under "About SCAG."

Any questions regarding the information required to be disclosed in this form should be directed to Justine Block, SCAG Deputy Legal Counsel.

Name of Firm: WSP USA Inc.
Name of Preparer: Laura Unger, U.S. Regulatory Compliance Manager
Project Title: Regional Transportation Plan (RTP) Implementation and Technical Assistance Services (Contract Number 18-028-C01)
Date Submitted: 8/17/2020

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

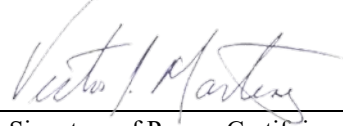
Name	Date	Dollar Value
See Attachment A		

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Vic Martinez, hereby declare that I am the (position or title) Los Angeles Area Manager of (firm name) WSP USA Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 8/17/2020 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.


 _____ 8/17/2020 _____
 Signature of Person Certifying for Proposer Date
 (original signature required)

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

Attachment A

SCAG Regional Council Member	Date	Amount	Made By
Curran Price	4/20/2009	\$ 200.00	WSP USA PAC
Curran Price	7/20/2011	\$ 1,000.00	WSP USA PAC
Miguel Pulido	10/2/2012	\$ 249.00	WSP USA PAC
Curren Price	4/19/2013	\$ 700.00	WSP USA PAC
Dennis Michael	10/21/2013	\$ 500.00	WSP USA PAC
Alan Wapner	6/4/2014	\$ 250.00	WSP USA PAC
Dennis Michael	8/28/2014	\$ 500.00	WSP USA PAC
Alan Wapner	2/15/2015	\$ 1,000.00	WSP USA PAC
Alan Wapner	2/11/2016	\$ 1,000.00	WSP USA PAC
Monica Rodriguez	2/22/2017	\$ 250.00	WSP USA PAC
Karen Spiegel	5/15/2017	\$ 1,000.00	WSP USA PAC
Alan Wapner	7/19/2017	\$ 1,000.00	WSP USA PAC
Jeannine Pearce	6/4/2019	\$ 400.00	WSP USA PAC
Don Wagner	9/12/2019	\$ 500.00	WSP USA PAC
Steve Manos	1/16/2020	\$ 250.00	WSP USA PAC
Don Wagner	1/29/2020	\$ 200.00	WSP USA PAC



Southern California Association of Governments
Remote Participation Only
June 2, 2021

To: Executive/Administration Committee (EAC)
Regional Council (RC)

EXECUTIVE DIRECTOR'S
APPROVAL

From: Cindy Giraldo, Chief Financial Officer
(213) 630-1413, giraldo@scag.ca.gov

Subject: Contracts \$200,000 or Greater: Contract No. 21-042-C01, Los Angeles
Department of Transportation (LADOT) Senate Bill 743 (SB 743) Vehicle
Miles Traveled (VMT) Mitigation Assistance Program

RECOMMENDED ACTION:

Approve Contract No. 21-042-C01, with Fehr and Peers, in an amount not to exceed \$494,559, to provide technical and mitigation strategy development guidance to local jurisdictions in the six-county SCAG region to facilitate implementation of the VMT-based California Environmental Quality Act (CEQA) transportation impact analysis provisions of SB 743. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract on behalf of SCAG.

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 4: Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration.

EXECUTIVE SUMMARY:

This project will provide a coordinated program of technical guidance, evaluation of VMT mitigation options, and cooperative engagement with local communities to facilitate the transition to the new VMT-reducing development paradigm as required by SB 743. The results of the pilot program will serve as a template for the establishment of similar programs throughout the SCAG region.

BACKGROUND:

SCAG executed the following Contracts \$200,000 or greater

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
Fehr & Peers (21-042-C01)	This project will help local jurisdictions comply with the VMT assessment and mitigation requirements of SB 743.	\$494,559



FISCAL IMPACT:

Funding of \$494,559 is available in the Fiscal Year (FY) 2020-21 Overall Work Program (OWP) budget in project numbers 155-4864U8.01 and 155-4864E.01.

ATTACHMENT(S):

1. Contract Summary 21-042-C01
2. Contract Summary 21-042-C01 COI

CONSULTANT CONTRACT NO. 21-042-C01

Recommended Consultant:

Fehr & Peers

Background & Scope of Work:

Consistent with the requirements Caltrans Sustainable Transportation Planning Grant that funds this project, the consultant shall evaluate various types of alternative local and regional vehicle miles traveled (VMT) mitigation options that may be feasible throughout the SCAG region, with a specific focus on the development and implementation of a sub-regionally based VMT mitigation exchange or banking program.

The project will provide a coordinated program of technical guidance, evaluation of VMT mitigation options, and cooperative engagement with local communities to facilitate the transition to the new VMT-reducing development paradigm as required by Senate Bill 743 (SB 743). While there are a variety of proven project-based VMT mitigation strategies available including transit system improvements, bicycle and pedestrian network enhancements, and various transportation demand management (TDM) programs, many areas in the SCAG region lack the development intensity and population density required to fully realize the VMT reduction potential of these types of project-based mitigation strategies. To ensure the successful implementation of SB 743 in the less intensely urbanized areas of the SCAG region, it is imperative that alternative, programmatic VMT mitigation opportunities be examined. This Caltrans grant funded project will provide a first step toward identifying the types of regional or programmatic VMT mitigation programs that may be most feasible for implementation within the SCAG region.

Project's Benefits & Key Deliverables:

The project's benefits and key deliverables include but are not limited to the development and implementation of a regional VMT banking or exchange program pilot demonstration program. The results of the pilot program will serve as a template for the establishment of similar programs throughout the SCAG region.

Strategic Plan:

This item supports SCAG's Strategic Plan Goal 4: Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration.

Contract Amount:

Total not to exceed	\$494,559
Fehr & Peers (prime consultant)	\$390,660
ICF (subconsultant)	\$30,568
Economic & Planning Systems (subconsultant)	\$30,180
Best, Best & Krieger (subconsultant)	\$25,450
Ramboll (subconsultant)	\$8,580
Ideas 42 (subconsultant)	\$9,121

Note: Fehr & Peers originally proposed \$515,428.91 but SCAG negotiated the price down to \$494,559 without reducing the scope of work.

Contract Period:

Notice to Proceed through February 28, 2022

Project Number(s): 155-4864U8.01 \$437,833
155-4864E.01 \$56,726
Funding source(s): State Highway Account (FY20 SHA) and Transportation Development Act (TDA).

Funding of \$494,559 is available in the Fiscal Year (FY) 2020-21 Overall Work Program (OWP) budget in project numbers, 155-4864U8.01 and 155-4864E.01.

Request for Proposal (RFP): SCAG staff notified 1,349 firms of the release of RFP 21-042 via Planet Bids. A total of 61 firms downloaded the RFP. SCAG received the following proposal in response to the solicitation:

Fehr & Peers (5 subconsultants) \$515,429

After receiving only one (1) proposal, SCAG’s CA surveyed 61 firms that downloaded the RFP to determine why each did not submit a proposal. None of the firms responded to staff’s inquiry. Note staff advertised the RFP the normal four (4) week period. In order to maintain the project’s schedule staff proceeded with evaluating the one (1) offer received.

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposal, the PRC did not interview Fehr & Peers because their proposal contained sufficient information on which to base a contract award.

The PRC consisted of the following individuals:
Mike Gainor, Senior Regional Planner, SCAG
David Somers, Supervising Transportation Planner, LADOT
Alexander Wikstrom, Transportation Planning Associate, LADOT
Rebecca Sanchez, Associate Transportation Planner, Caltrans

Basis for Selection: The PRC recommended Fehr & Peers for the contract award because the consultant:

- Demonstrated a strong background in developing local SB 743 implementation plans and also has an unparalleled level of technical expertise in the area of SB 743 related VMT and mitigation analysis having conducted similar studies with local agencies in the SCAG region including the San Bernardino County Transportation Authority and the City of Temecula.
- Developed a Transportation Study Guide for the County of San Diego which provides a comprehensive SB 743 implementation plan for the county, including consideration of programmatic VMT mitigation options; and
- Developed an SB 743 Implementation Pathway guidance document for the Western Riverside Council of Governments for use by local agencies within that subregion.

**Conflict of Interest (COI) Form - Attachment
For June 3, 2021 Regional Council Approval**

Approve Contract No. 21-042-C01, with Fehr and Peers, in an amount not to exceed \$494,559, to provide technical and mitigation strategy development guidance to local jurisdictions in the six-county SCAG region to facilitate implementation of the VMT-based California Environmental Quality Act (CEQA) transportation impact analysis provisions of SB 743. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract on behalf of SCAG.

The consultant team for this contract includes:

Consultant Name	Did the consultant disclose a conflict in the Conflict of Interest Form they submitted with its original proposal (Yes or No)?
Fehr & Peers (Prime consultant)	No - form attached
ICF (subconsultant)	No - form attached
Economic & Planning Systems (subconsultant)	No - form attached
Best, Best & Krieger (subconsultant)	Yes - form attached
Ramboll (subconsultant)	No - form attached
Ideas 42 (subconsultant)	No - form attached

SCAG CONFLICT OF INTEREST FORM

RFP No. 21-042

SECTION I: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

In order to answer the questions contained in this form, please review SCAG’s Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG’s Regional Council members. All three documents can be viewed online at <https://scag.ca.gov/get-involved-contract-vendor-opportunities>. The SCAG Conflict of Interest Policy is located under “Get Involved”, then “Contract & Vendor Opportunities” and scroll down under the “Vendor Contracts Documents” tab; whereas the SCAG staff may be found under “ABOUT” then “Employee Directory”; and Regional Council members can be found under “ABOUT”, then scroll down to “ELECTED OFFICIALS” on the left side of the page and click on “See the list of SCAG representative and their Districts.”

Any questions regarding the information required to be disclosed in this form should be directed to SCAG’s Deputy Legal Counsel, especially if you answer “yes” to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: Fehr & Peers
Name of Preparer: Sarah Brandenburg, PE
Project Title: Chair of the Board
RFP Number: 21-042 Date Submitted: 3/3/2021

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If “yes,” please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Sarah Brandenberg, hereby declare that I am the (position or title) Chair of the Board of (firm name) Fehr & Peers, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 3/3/2021 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.



3/3/2021

Signature of Person Certifying for Proposer Date

(original signature required)

NOTICE

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SCAG CONFLICT OF INTEREST FORM

RFP No. 21-042

SECTION I: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

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Any questions regarding the information required to be disclosed in this form should be directed to SCAG's Deputy Legal Counsel, especially if you answer "yes" to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: ICF Jones & Stokes, Inc.
Name of Preparer: Jodi Young
Project Title: LADOT SB 743 VMT Mitigation Assistance Program
RFP Number: 21-042 Date Submitted: 03/04/2021

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:


Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Jodi Young, hereby declare that I am the (position or title) Manager, Contracts of (firm name) ICF Jones & Stokes, Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 03/04/2021 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.



 _____ 03/04/2021

 Signature of Person Certifying for Proposer Date

 (original signature required)

NOTICE

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SCAG CONFLICT OF INTEREST FORM

RFP No. 21-042

SECTION I: INSTRUCTIONS

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Any questions regarding the information required to be disclosed in this form should be directed to SCAG's Deputy Legal Counsel, especially if you answer "yes" to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: Economic and Planning Systems Inc.

Name of Preparer: Jason Moody

Project Title: LADOT SB 743 VMT Mitigation Assistance Program

RFP Number: 21-042 Date Submitted: 3/4/2021

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

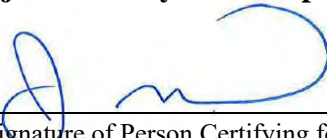
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Jason Moody, hereby declare that I am the (position or title) President and Managing Principal of (firm name) Economic and Planning Systems Inc. and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 3/4/2021 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.

 _____ Signature of Person Certifying for Proposer (original signature required)	_____ 3/4/2021 Date
--	---------------------------

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

SCAG CONFLICT OF INTEREST FORM

RFP No. 21-042

SECTION I: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

In order to answer the questions contained in this form, please review SCAG’s Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG’s Regional Council members. All three documents can be viewed online at <https://scag.ca.gov/get-involved-contract-vendor-opportunities>. The SCAG Conflict of Interest Policy is located under “Get Involved”, then “Contract & Vendor Opportunities” and scroll down under the “Vendor Contracts Documents” tab; whereas the SCAG staff may be found under “ABOUT” then “Employee Directory”; and Regional Council members can be found under “ABOUT”, then scroll down to “ELECTED OFFICIALS” on the left side of the page and click on “See the list of SCAG representative and their Districts.”

Any questions regarding the information required to be disclosed in this form should be directed to SCAG’s Deputy Legal Counsel, especially if you answer “yes” to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: Best Best & Krieger LLP

Name of Preparer: Charity Schiller

Project Title: LADOT SB 743 VMT Mitigation Assistance Program

RFP Number: 21-042 **Date Submitted:** 03/04/2021

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If “yes,” please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

Name	Date	Dollar Value
Sean Ashton	September 2017	LCC Fall Reception - \$179.98
Jonathan Curtis	October 2016	LCC Fall Reception - \$111.38
James Gazeley	May 2019	CCA Dinner \$111.04
Bill Jahn	October 2016 and Sep 2017	LCC Fall Reception - \$111.38 and \$89.99

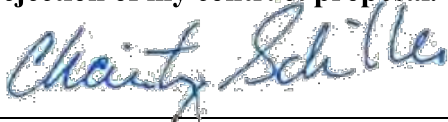
*See end of form for additional entries

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Charity Schiller, hereby declare that I am the (position or title) Partner of (firm name) Best Best & Krieger LLP, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 02/18/2021 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.



Signature of Person Certifying for Proposer (original signature required) 02/22/2021 Date

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

- Randall Putz, 09/13/18, 2018 LCC Fall Reception- \$37.67
- James Gazeley and a guest, 05/17/2019, 2019 CCA Dinner - \$111.04
- Randall Putz, 10/17/19, 2019 LCC Fall Reception - \$30.61
- Mike Judge, 10/17/19, 2019 LCC Fall Reception - \$30.61
- Lorrie Brown, 10/17/19, 2019 LCC Fall Reception - \$30.61
- Alan Wapner, 10/17/19, 2019 LCC Fall Reception - \$30.61

SCAG CONFLICT OF INTEREST FORM

RFP No. 21-042

SECTION I: INSTRUCTIONS

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In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at <https://scag.ca.gov/get-involved-contract-vendor-opportunities>. The SCAG Conflict of Interest Policy is located under "Get Involved", then "Contract & Vendor Opportunities" and scroll down under the "Vendor Contracts Documents" tab; whereas the SCAG staff may be found under "ABOUT" then "Employee Directory"; and Regional Council members can be found under "ABOUT", then scroll down to "ELECTED OFFICIALS" on the left side of the page and click on "See the list of SCAG representative and their Districts."

Any questions regarding the information required to be disclosed in this form should be directed to SCAG's Deputy Legal Counsel, especially if you answer "yes" to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: Ramboll U.S. Consulting, Inc.
Name of Preparer: Shari Beth Libicki, Ph.D.
Project Title: SCAG LADOT SB 743 VMT Mitigation Implementation Assistance Program
RFP Number: P6982 **Date Submitted:** February 15, 2021

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

- 5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

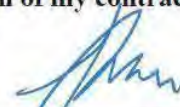
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Shari Beth Libicki, Ph.D., hereby declare that I am the (position or title) Principal of (firm name) Ramboll U.S. Consulting, Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated February 15, 2021 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.


February 15, 2021

 Signature of Person Certifying for Proposer Date
 (original signature required)

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

SCAG CONFLICT OF INTEREST FORM

RFP No. 21-042

SECTION I: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

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Any questions regarding the information required to be disclosed in this form should be directed to SCAG’s Deputy Legal Counsel, especially if you answer “yes” to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: Behavioral Ideas Lab, d/b/a ideas42

Name of Preparer: Douglas Palmer

Project Title: SCAG LADOT SB 743 VMT Mitigation Assistance Program

RFP Number: 21-042 Date Submitted: 02/25/21

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If “yes,” please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) TED ROBERTSON, hereby declare that I am the (position or title) MANAGING DIRECTOR of (firm name) IDEAS42, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 02/25/21 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.

TED 

Signature of Person Certifying for Proposer
(original signature required)

02/25/21

Date

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.



Southern California Association of Governments
Remote Participation Only
June 2, 2021

To: Executive/Administration Committee (EAC)
Regional Council (RC)

From: Cindy Giraldo, Chief Financial Officer
(213) 630-1413, giraldo@scag.ca.gov

Subject: Contracts \$200,000 or Greater: Contract No. 21-044-C01, Curb Space
Management Study

EXECUTIVE DIRECTOR'S
APPROVAL

RECOMMENDED ACTION:

Approve Contract No. 21-044-C01 in an amount not to exceed \$617,063 with IBI Group, a California corporation to take a comprehensive and multimodal review of some of the most congested and complicated curb space locations within the six county SCAG region which includes Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura counties. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract on behalf of SCAG.

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.

EXECUTIVE SUMMARY:

The consultant will work with local cities to identify 15-25 sites where curb space is contested, collect detailed data on usage by mode, purpose, and provide recommendations for future site-specific curb management pilot packages, as well as analyze how regional curb space management solutions can meet goals, objectives, and policy/strategy considerations throughout the region.

BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
IBI Group, a California Corporation (21-044-C01)	The Consultant will work with local cities to identify 15-25 sites where curb space is contested, collect detailed data on usage by mode and purpose, and provide	\$617,063

recommendations for future site-specific curb management pilot packages, and analyze how regional curb space management solutions can meet goals, objectives, and policy/strategy considerations throughout the region.

FISCAL IMPACT:

Funding of \$617,053 is available in the Fiscal Year (FY) 2020-21 Overall Work Program (OWP) in Project Numbers 145-4867C.01 and 145-4867E.01.

ATTACHMENT(S):

1. Contract Summary 21-044-C01
2. Contract Summary 21-044-C01 COI

CONSULTANT CONTRACT NO. 21-044-C01

Recommended Consultant:	IBI Group, A California Partnership	
Background & Scope of Work:	<p>The primary purpose of the Curb Space Management Study (CSMS), is to take a comprehensive and multimodal review of some of the most congested and complicated curb space locations within the six county SCAG region which includes Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura counties.</p> <p>This study will work with local cities to identify 15-25 sites where curb space is contested, collect detailed data on usage by mode and purpose, and provide recommendations for future site-specific curb management pilot packages, and analyze how regional curb space management solutions can meet goals, objectives, and policy/strategy considerations throughout the region.</p>	
Project’s Benefits & Key Deliverables:	<p>The project’s benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none">• Coordinating with public/private stakeholders including participation and outreach, interviews, and working group meetings;• Providing existing conditions analysis and site location recommendations, involving pilot project recommendations; and• Implementation plan including regional and city strategies, and pilot project concepts.	
Strategic Plan:	This item supports SCAG’s Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.	
Contract Amount:	Total not to exceed	\$617,063
	IBI Group, A California Partnership (prime consultant)	\$356,166
	CityFi LLC (subconsultant)	\$74,999
	Consensus, Inc. (subconsultant)	\$89,014
	Sutra Research & Analytics	\$76,885
	Forward Progress LLC.	\$19,999
Contract Period:	Notice to Proceed through June 30, 2022	
Project Number(s):	145-4867C.01 \$447,784 (FTA 5304) 145-4867E.01 \$77,387 (TDA) 145-4867E.01 \$91,892 (TDA)	
	Funding source(s): Federal Transit Administration, Section 5304 (FTA 5304) and Transportation Development Act (TDA).	
Request for Proposal (RFP):	SCAG staff notified 2,696 firms of the release of RFP 21-044-C01 via SCAG’s Solicitation Management System website. A total of 4 firms downloaded the RFP. SCAG received the following six (6) proposals in response to the solicitation:	

Attachment: Contract Summary 21-044-C01 (Contracts \$200,000 or Greater: Contract No. 21-044-C01, Curb Space Management Study)

IBI Group, A California Partnership (4 subconsultants)	\$617,063
Toole Design, Inc. (3 subconsultants)	\$467,089
Walker Consultants (4 subconsultants)	\$623,063
Cambridge Systematics, Inc. (4 subconsultants)	\$649,863
Kimley Horn (5 subconsultants)	\$694,191
AECOM (2 subconsultants)	\$817,896

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed the three (3) highest ranked offerors.

The PRC consisted of the following individuals:

- Scott Strelecki, Project Manager, Senior Regional Planner, SCAG
- Thomas Bellino, Senior Regional Planner, SCAG
- Philip Law, Manager of Transit/Rail, SCAG
- Annie Nam, Manager of Goods Movement and Transportation Finance, SCAG

Basis for Selection: The PRC recommended IBI Group for the contract award because the consultant:

- Demonstrated the best understanding of the project, specifically, provided strong insight from the approach to engage stakeholders both regionwide and locally throughout the process, to the development of pilot project concept implementation, while including the direct value of subconsultant team with clearly established roles; and
- Provided the best technical approach, for example, IBI Group will leverage their developed tools including CurbiQ, Quantum, Program Assessment Tool, and Digital Engagement Foyer, to create efficiency throughout existing conditions and data collection and analyses efforts, while also affording flexibility through additional vendor data collection and benefitting the need for localized multi-stakeholder engagement.

Although one other firm proposed a lower price, the PRC did not recommend this firm for contract award because this firm: proposed a technical approach that did not:

- Allocate sufficient resources to critical data collection and analysis tasks requiring substantial resources and a flexible and robust approach to build tools/data to inform the process across multiple cities throughout the SCAG region; and
- Provide a clear structure for data collection and analysis, including localized team meetings, to encompass all elements and inform pilot recommendations and implementation and next steps. Ultimately, did not demonstrate the familiarity and breadth of experience as did IBI Group.

**Conflict of Interest (COI) Form - Attachment
For June 3, 2021 Regional Council Approval**

Approve Contract No. 21-044-C01 in an amount not to exceed \$617,063 with IBI Group, a California Corporation to take a comprehensive and multimodal review of some of the most congested and complicated curb space locations within the six county SCAG region which includes Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura counties. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract on behalf of SCAG.

The consultant team for this contract includes:

Consultant Name	Did the consultant disclose a conflict in the Conflict of Interest Form they submitted with its original proposal (Yes or No)?
IBI Group (prime consultant)	No - form attached
CityFi LLC (subconsultant)	No - form attached
Consensus Inc. (subconsultant)	No - form attached
Sutra Research and Analytics (subconsultant)	No - form attached
Forward Progress LLC	No - form attached

SCAG CONFLICT OF INTEREST FORM

RFP No. 21-044

SECTION I: INSTRUCTIONS

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Any questions regarding the information required to be disclosed in this form should be directed to SCAG's Deputy Legal Counsel, especially if you answer "yes" to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: IBI Group, A California Partnership

Name of Preparer: David Chow/Paul Lavallee

Project Title: Curb Space Management Study

RFP Number: 21-044

Date Submitted: 03/11/2021

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If “yes,” please list name, date gift or contribution was given/offered, and dollar value:



Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) David Chow | Paul Lavellee, **hereby declare that I am the (position or title)** Director US Mobility & P3 | Director, Sector Lead **of (firm name)** IBI Group, A California Partnership, **and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 03/11/2021 **is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.****

 Digitally signed by David Chow
Date: 2021.03.09 09:35:18 -08'00'
 Digitally signed by Paul Lavellee
Date: 2021.03.10 16:46:20 -08'00'
03/11/2021

Signature of Person Certifying for Proposer Date
 (original signature required)

NOTICE

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SCAG CONFLICT OF INTEREST FORM

RFP No. 21-044

SECTION I: INSTRUCTIONS

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Any questions regarding the information required to be disclosed in this form should be directed to SCAG's Deputy Legal Counsel, especially if you answer "yes" to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: Cityfi

Name of Preparer: Ahmed Darrat

Project Title: Curb Space Management Study

RFP Number: 21-044 Date Submitted: 5/17/21

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If “yes,” please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If “yes,” please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If “yes,” please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Ahmed Darrat, hereby declare that I am the (position or title) Senior Principal of (firm name) Cityfi, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 5/17/21 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.



Signature of Person Certifying for Proposer
(original signature required)

5/17/21

Date

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.

Attachment: Contract Summary 21-044-C01 COI (Contracts \$200,000 or Greater: Contract No. 21-044-C01, Curb Space Management Study)

SCAG CONFLICT OF INTEREST FORM

RFP No. 21-044

SECTION I: INSTRUCTIONS

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Name of Firm: Consensus, Inc.

Name of Preparer: Joshua E. Gettler

Project Title: Curb Space Management Study

RFP Number: 21-044 Date Submitted: 5/13/2021

SECTION II: QUESTIONS

- During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

Attachment: Contract Summary 21-044-C01 COI (Contracts \$200,000 or Greater: Contract No. 21-044-C01, Curb Space Management Study)

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:


Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Joshua E. Gattler, hereby declare that I am the (position or title) President + CEO of (firm name) Consensus, Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 5/13/2021 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.


5/13/2021

 Signature of Person Certifying for Proposer (original signature required) Date

NOTICE

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SCAG CONFLICT OF INTEREST FORM

RFP No. 21-044

SECTION I: INSTRUCTIONS

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Any questions regarding the information required to be disclosed in this form should be directed to SCAG's Deputy Legal Counsel, especially if you answer "yes" to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: Sutra Research

Name of Preparer: Elizabeth Hannon

Project Title: Curbside Management Study

RFP Number: 21-044 Date Submitted: 5/14/21

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If "yes," please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If “yes,” please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If “yes,” please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If “yes,” please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Elizabeth Hannon, hereby declare that I am the (position or title) COO of (firm name) Sutra Research, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 5/14/21 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.

Elizabeth Hannon

5/14/21

Signature of Person Certifying for Proposer
(original signature required)

Date

NOTICE

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SCAG CONFLICT OF INTEREST FORM

RFP No. 21-037

SECTION I: INSTRUCTIONS

All persons or firms seeking contracts must complete and submit a SCAG Conflict of Interest Form along with the proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive.

In order to answer the questions contained in this form, please review SCAG’s Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG’s Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under “OPPORTUNITIES”, then “Doing Business with SCAG” and scroll down under the “CONTRACTS” tab; whereas the SCAG staff may be found under “ABOUT” then “Employee Directory”; and Regional Council members can be found under “ABOUT”, then scroll down to “ELECTED OFFICIALS” on the left side of the page and click on “See the list of SCAG representative and their Districts.”

Any questions regarding the information required to be disclosed in this form should be directed to SCAG’s Deputy Legal Counsel, especially if you answer “yes” to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: Forward Progress, LLC

Name of Preparer: Lawrence Marcus

Project Title: Curb Space Management Study

RFP Number: No. 21-044 Date Submitted: _____

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to employees of SCAG or members of the SCAG Regional Council, or have any employees or Regional Council members held any investment (including real property) in your firm?

YES NO

If “yes,” please list the names of those SCAG employees and/or SCAG Regional Council members and the nature of the financial interest:

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____
_____	_____

Attachment: Contract Summary 21-044-C01 COI (Contracts \$200,000 or Greater: Contract No. 21-044-C01, Curb Space Management Study)

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

If "yes," please list name, position, and dates of service:

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) Lawrence Marcus, hereby declare that I am the (position or title) Founder / Principal of (firm name) Forward Progress LLC, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated March 6, 2021 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.

Lawrence J Marcus

Signature of Person Certifying for Proposer
(original signature required)

March 6, 2021

Date

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this SCAG Conflict of Interest Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.



Southern California Association of Governments
Remote Participation Only
June 2, 2021

To: Executive/Administration Committee (EAC)
Regional Council (RC)

From: Cindy Giraldo, Chief Financial Officer
(213) 630-1413, giraldo@scag.ca.gov

Subject: Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and
Amendments \$5,000 - \$74,999

EXECUTIVE DIRECTOR'S
APPROVAL

RECOMMENDED ACTION:

Information Only - No Action Required

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 7: Secure funding to support agency priorities to effectively and efficiently deliver work products.

BACKGROUND:

SCAG executed the following Purchase Orders (PO's) more than \$5,000 but less than \$200,000

<u>Vendor</u>	<u>PO Purpose</u>	<u>PO Amount</u>
Axtegrity Consulting LLC	FY21 GP Advantage Maintenance	\$26,864
Southern California Leadership Council	FY21 2021 SCLC Membership	\$20,000
Jayne Vidhecharoen	FY21 UCLA Student Fellowship	\$7,500
CALCOG	FY21 Regional Leadership Academy	\$5,800
California Contract Cities Association	FY21 Membership	\$5,000
Viet Hoang	Microaggressions Training	\$5,000

SCAG executed the following Contract more than \$25,000 but less than \$200,000

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
1. Gartner, Inc. (21-053-C01)	SCAG is assessing and evaluating current and future organizational needs related to agency priorities such as learning and development, diversity, equity, and inclusion,	\$166,668



SCAG executed the following Contract more than \$25,000 but less than \$200,000

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
2. PlaceWorks, Inc. (21-006-C01)	classification and compensation, and the future of work at SCAG. To successfully develop, implement, and maintain these efforts, SCAG HR requires access to key HR insights and trusted research, strategic advice on critical priorities, and benchmark data to confidently drive recommendations and decision-making. Therefore, HR Leaders support from Gartner will provide additional capacity to identify next steps on a variety of initiatives, best practice knowledge, and expertise and depth to guide our processes and support our evolving workforce needs.	\$152,979
3. Steer Davis & Gleave, Inc. (21-045-C01)	The Consultant shall provide a Freeway Corridor Specific Plan (FCSP) update for the City of Yucaipa (City) to support the policies provided in the 2016 General Plan update, provide consistency with the Regional Transportation Plan/ Sustainable Communities Strategy (RTP/SCS) and reflect the current project needs of the commercial and residential market to support the future development of the area.	149,535



SCAG executed the following Contract more than \$25,000 but less than \$200,000

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
4. ACCO Engineered Systems, Inc. (21-023-C01)	set of trainings shall teach participants about specific types of TDM programs, such as, vanpools and bikeshare systems. SCAG seeks to procure equipment, services, and documentation required for the installation of a supplemental air conditioning unit in SCAG's A/V control room to establish operational room temperature and prevent overheating of the various types of electronic equipment utilized for SCAG business purposes.	\$143,206

SCAG executed the Amendment more than \$5,000 but less than \$75,000

<u>Consultant/Contract #</u>	<u>Amendment's Purpose</u>	<u>Amendment Amount</u>
1. KOA Inc. (21-008-C01)	This Amendment No. 1 provides compensation for community-based organizations (CBOs) to participate in project outreach and engagement tasks. Specifically, to provide compensation for up to six (6) CBOs to support additional project outreach and engagement efforts for the City of Indio, including participation on the Community Advisory Committee, support on advertising and marketing, and outreach to existing networks of local residents to achieve the goal of engaging 25% of Indio's population.	\$27,609
2. IHS Global Insight (17-044-C1)	The consultant shall provide additional commodity flow data.	\$7,000

ATTACHMENT(S):

1. Contract Summary 21-053-C01
2. Contract Summary 21-006-C01
3. Contract Summary 20-045-C01
4. Contract Summary 21-023-C01
5. Contract Summary 21-008-C01 Amendment 1
6. Contract Summary 17-044-C1 Amendment 1

CONSULTANT CONTRACT NO. 21-053-C01

Recommended Consultant:	Gartner, Inc.
Background & Scope of Work:	SCAG is assessing and evaluating current and future organizational needs related to agency priorities such as learning and development, diversity, equity, and inclusion classification and compensation, and the future of work at SCAG. To successfully develop, implement, and maintain these efforts, SCAG HR requires access to key HR insights and trusted research, strategic advice on critical priorities, and benchmark data to confidentially drive recommendations and decision-making. Therefore, HR Leaders support from Gartner will provide additional capacity to identify next steps on a variety of initiatives; best practice knowledge, and expertise and depth to guide our processes and support our evolving workforce needs.
Project's Benefits & Key Deliverables:	The project's benefits and key deliverables include, but are not limited to: <ul style="list-style-type: none">• Gartner Enterprise for HR Leaders Research and Advisory Services
Strategic Plan:	This item supports SCAG's Strategic Plan Goal #5: Recruit, support, and develop a world-class workforce and be the workplace of choice.
Contract Amount:	Total not to exceed: \$166,668 Gartner, Inc. (prime consultant)
Contract Period:	April 1, 2021 through March 31, 2023
Project Number(s):	800-0120.04 \$166,668 Funding source(s): General Fund Funding of \$81,900 is available in the FY 2020-21 budget, and the remaining \$84,768 is expected to be available in the FY 2021-2022 budget in Project Number 800-0120.04 subject to budget availability.
Basis for Selection:	In accordance with SCAG's Contract Manual Section 7.4, dated 04/17/20, to foster greater economy and efficiency, SCAG's federal procurement guidance (2 CFR 200.318 [e]) authorizes SCAG to procure goods and services by using an Intergovernmental Agreement (Master Service Agreement – MSA, also known as a Leveraged Purchase Agreement – LPA). The goods and services procured under an MSA were previously competitively procured by another governmental entity (SCAG is essentially "piggy backing" on that agreement.) SCAG utilized an MSA with The County of Ventura and Gartner, Inc. (Contract #7914) that was competitively procured. SCAG has vetted County of Ventura Contract 7914 (MSA) with Gartner, Inc. for Gartner Enterprise for HR Leaders. Gartner has provided us with the pre-negotiated pricing outlined in the original County of Ventura Contract #7914. This is a two-year service agreement.

Attachment: Contract Summary 21-053-C01 (Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 -

CONSULTANT CONTRACT NO. 21-006-C01

Recommended Consultant: PlaceWorks, Inc.

Background & Scope of Work: The Consultant shall provide a Freeway Corridor Specific Plan (FCSP) update for the City of Yucaipa (City) to support the policies provided in the 2016 General Plan update, provide consistency with the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and reflect the current project needs of the commercial and residential market to support the future development of the area.

Project’s Benefits & Key Deliverables: The project’s benefits and key deliverables include, but are not limited to:

- Freeway Corridor Specific Plan updated text that will capture the regional demand for commercial and residential use;
- Traffic Impact Assessment that will provide a verification with which to assess the proposed revisions and their improvements towards Vehicles Miles Traveled (VMT) relative to baseline conditions and support the necessary technical information for the concurrent but separate environmental review process; and
- Public Outreach that will help coordinate with members of the public to gather input on updated Specific Plan document and direction.

Strategic Plan: This item supports SCAG’s Strategic Plan Goals 1 and 4:
 Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians; and
 Goal 4: Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

Contract Amount:

Total not to exceed		\$152,979
	PlaceWorks, Inc. (prime consultant)	\$129,022
	Translutions (subconsultant)	\$23,957

Contract Period: March 5, 2021 through February 28, 2022

Project Number(s): 275-4823B.04 \$135,432
 275-4823E.04 \$17,547
 Funding source(s): Consolidated Planning Grant (CPG) – Federal Transit Administration (FTA) Transportation Development Act (TDA).

Funding of \$70,000 is available in the FY 2020-21 budget, and the remaining \$82,979.98 is expected to be available in the FY 2021-222 budget in Project Number 275-4823B.04 and 275-4823E.04, subject to budget availability.

Request for Proposal (RFP): SCAG staff notified 3,509 firms of the release of RFP 21-006-C01 via SCAG’s Solicitation Management System website. A total of 49 firms downloaded the RFP. SCAG received the following three (3) proposals in response to the solicitation:

PlaceWorks, Inc. (1 subconsultant)		\$152,979
	Infrastructure Engineers (2 subconsultants)	\$133,078
	RRM Design Group (3 subconsultants)	\$153,877

Attachment: Contract Summary 21-006-C01 (Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 -

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed the two (2) highest ranked offerors.

The PRC consisted of the following individuals:

Prithvi Deore, Assistant Regional Planner, SCAG

Benjamin J. Matlock, Planning Manager/City Planner, City of Yucaipa

Mark Roberts, Planning and Modal Programs Supervising Transportation Planner AICP, Caltrans District 8

Basis for Selection: The PRC recommended PlaceWorks, Inc., for the contract award because the consultant:

- Demonstrated the best understanding of the project, specifically, the complexity and needs of the City and FCSP area. Consultant depicted intricate knowledge and understanding of the challenges to create and implement a robust FCSP. They provided proactive solutions to address these challenges through community engagement and public outreach;
- Identified the FCSP project challenges as well as the opportunities, highlighted their expertise in the subject area, and their familiarity with regional and local issues. Overall, they demonstrated stronger clarity about the path of the project;
- Provided the best technical approach for traffic assessment, as well as an excellent outreach plan (using technology such as, internet, social media, texts, etc.), for the successful implementation of the FCSP with an in-depth understanding of the City; and
- Their tasks and approach were clearly defined in their proposal as well as the interview with a reasonable time schedule, and total number and distribution of hours well within budget.

Although one other firm proposed a lower price, the PRC did not recommend this firm for contract award because this firm:

- Did not demonstrate the same level of creativity and innovation within their proposed technical approach, particularly their public outreach and stakeholder engagement. Though the consultant mentioned different stakeholders, they did not highlight the unique challenge of the community related real estate developers and community demography. This proposed a disconnect in an in-depth understanding of the site and City context.

CONSULTANT CONTRACT NO. 20-045-C01

Recommended Consultant: Steer Davis & Gleave, Inc. (Steer)

Background & Scope of Work: The Consultant shall research, plan, organize and execute two (2) sets of Transportation Demand Management (TDM) trainings around the SCAG Region (Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura counties). The first set of trainings shall teach participants about the TDM tools available to them and a second set of trainings shall teach participants about specific types of TDM programs, such as, vanpools and bikeshare systems.

Project’s Benefits & Key Deliverables: The project’s benefits and key deliverables include, but are not limited to:

- Assisting member agencies to begin TDM programs if they don’t currently have them;
- Providing member agencies guidance on how to enhance and specialize TDM programs if they currently do have them; and
- Facilitating education among stakeholders about TDM and possible ways to reduce solo driving.

Strategic Plan: This item supports SCAG’s Strategic Plan Goals:

1. Produce innovative solutions that improve the quality of life for Southern Californians; and
4. Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

Contract Amount:	Total not to exceed	\$149,535
	Steer (prime consultant)	\$118,359
	Leslie Scott (subconsultant)	\$31,176

Note: Steer originally proposed \$435,705 but staff negotiated the price down to \$149,535 without reducing the scope of work for the Consultant offered additional work that went above and beyond the scope of work.

Contract Period: April 25, 2021 through March 31, 2022

Project Number(s): 010-1631B.06 \$149,535

Funding source(s): Consolidated Planning Grant (CPG) – Federal Transit Administration (FTA)

If multi-year add: Funding of \$50,927 is available in the FY 2020-21 budget, and the remaining \$98,608 is expected to be available in the FY 2021-22 budget in Project Number 010-1631B.06, subject to budget availability.

Request for Proposal (RFP): SCAG staff notified 3,355 firms of the release of RFP 20-045-C01 via SCAG’s Solicitation Management System website. A total of 30 firms downloaded the RFP. SCAG received the following one (1) proposal in response to the solicitation:

Steer (1 subconsultant)	\$435,705
--------------------------------	------------------

Attachment: Contract Summary 20-045-C01 (Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 -

After receiving only one proposal, staff surveyed 50 firms that downloaded the RFP to determine why each did not submit a proposal. Three (3) firms responded to staff's inquiry, which disclosed the main reason these firms did not respond to the RFP was that their specialty was not in developing training sessions.

Staff subsequently requested and received Caltrans approval to move forward with reviewing the single offer received in accordance with SCAG's Procurement Manual and practices.

Selection Process:

The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC did not conduct an interview because the proposal contained sufficient information on which to base a contract award.

The PRC consisted of the following individuals:

Thomas Bellino, Associate Regional Planner, SCAG
Philip Law, Manager of Transit/Rail Mobility Planning and Management, SCAG
Hannah Keyes, Associate Regional Planner, SCAG
Chao Wei, Senior Transportation Engineer, Caltrans District 7

Basis for Selection:

The PRC recommended Steer Davis & Gleave, Inc., for the contract award because the consultant:

- Demonstrated a complete understanding of the project by explaining their approach thoroughly and making references to theories and concepts that the PRC had in mind;
- Provided a strong technical approach, including a detailed plan to achieve the goals of the project, as well as results from similar past projects such as Transportation Demand Management (TDM) workshops in Santa Monica, and advising on Transportation Demand Management Associations and Organizations;
- Recognized by the PRC as having an excellent proposal with a strong qualified staff as they exhibited a deep understanding of the topic of TDM trainings, as well as providing strategies that were in line with the RFP scope of work requirements; and
- Proposed a realistic timeframe.

CONSULTANT CONTRACT NO. 21-023-C01

Recommended Consultant: ACCO Engineered Systems, Inc.

Background & Scope of Work: The Southern California Association of Governments (SCAG) is seeking the services of ACCO to provide SCAG with a fully functional air conditioning (A/C) supplemental unit for the audio-visual (A/V) control room located in SCAG’s 17th floor suite of the 900 Wilshire Blvd. headquarters building. The supplemental unit is required to provide cooling and adequate air flow for SCAG’s A/V equipment housed inside of the audio-visual control room. SCAG seeks to procure equipment, services, and documentation required for the installation of a supplemental air conditioning unit in SCAG’s A/V control room to establish operational room temperature and prevent overheating of the various types of electronic equipment utilized for SCAG business purposes.

Project’s Benefits & Key Deliverables: The projects key deliverables of the project include, but are not limited to:

- The installation of the supplemental air conditioning unit in SCAG’s A/V control room to establish operational room temperature and prevent overheating of the various types of electronic equipment utilized for SCAG business purposes.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 6: Deploy strategic communications to further agency priorities and foster public understanding of long-range regional planning.

Contract Amount: Total not to exceed **\$143,206**
ACCO Engineered Systems, Inc. (prime consultant)

Contract Period: April 2, 2021 through June 30, 2021

Project Number(s): 700-4743E.01 \$143,206
Funding source: Transportation Development Act (TDA)

Request for Quote (RFQ): SCAG staff notified three (3) firms authorized by the Wilshire Grand Building (WGB) and staff received the following three (3) bids in response to the solicitation:

ACCO Engineered Systems, Inc. (no subconsultants)	\$143,206
Air Tec (no subconsultants)	\$157,748
Control Air (no subconsultants)	\$199,986

Basis for Selection: Given staff issued a RFQ (bid) staff awarded the contract to ACCO Engineered Systems, Inc., the lowest responsive and responsible bidder.

Attachment: Contract Summary 21-023-C01 (Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 -

CONTRACT NO. 21-008-C01 AMENDMENT 01

Consultant: KOA, Inc.

Background & Scope of Work: On January 19, 2021, SCAG awarded Contract 21-008. Consistent the requirements of the California Active Transportation Program (ATP) funding and Senate Bill 1 (SB1) funding, this project shall plan and implement a *Go Human* resilient streets activation utilizing SCAGs Kit of Parts in the City of Indio. The consultant shall also lead *Go Human* activations using SCAGs Kit of Parts in six (6) local jurisdictions/agencies across the region, including the Cities of Azusa, Pasadena, El Monte, Buena Park, Cathedral City, and the Imperial County Transportation Commission (ICTC), aligned with ongoing planning processes funded through separate SCAG contracts.

This Amendment No. 1 provides compensation for community-based organizations (CBOs) to participate in project outreach and engagement tasks. Specifically to provide compensation for up to six (6) CBOs to support additional project outreach and engagement efforts for the City of Indio, including participation on the Community Advisory Committee, support on advertising and marketing, and outreach to existing networks of local residents to achieve the goal of engaging 25% of Indio’s population. This amendment also increased the contract value from \$320,841to \$348,113 (\$27,272).

Project’s Benefits & Key Deliverables: The project’s benefits and key deliverables include, but are not limited to:

- Planning and implementing *Go Human* activations in seven local agencies across the SCAG region;
- Conducting robust community engagement to receive public input and engaging local stakeholders in the planning process;
- Implementing *Go Human’s* resilient streets strategies to support local jurisdictions in recovery and resiliency given COVID-19; and
- Delivering a final report detailing community feedback and support for potential infrastructure improvements.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.

Amendment	Amendment 1	\$27,272
Amount:	Original contract value	<u>\$320,841</u>
	Total contract value is not to exceed	\$348,113

This amendment does not exceed \$75,000 or 30% of the contract’s original value. Therefore, in accordance with the SCAG Procurement Manual (January 2021) Section 9.3, it does not require the Regional Council’s approval.

Contract Period: January 19, 2021 through June 30, 2022

Project Number(s): 275.4823U7.05 \$24,144
275.4823E.05 \$3,128

Funding sources: Fiscal Year 20 SB1 Formula Funds (SB1) and Federal Transit Administration (FTA) Transportation Development Act (TDA)

Basis for the Amendment:

During contract negotiations, SCAG saved \$27,272 from the available budget for this project. In order to compensate community-based organizations (CBOs) for their work on engagement and participation in the community advisory committee on the project, this amendment will add these remaining funds to the project. Compensating CBOs for their work aligns with SCAGs commitment to equity and SCAGs Regional Council's July 2020 resolution reaffirming the agency's commitment toward equity.

CONSULTANT CONTRACT NO. 17-044-C1 AMENDMENT 01

Recommended Consultant: IHS Global Inc., (DBA IHS Markit)

Background & Scope of Work: In September 2017, SCAG purchased licensing to use IHS Global’s regional commodity flow and freight data. The database includes the freight movement at both city-level and the county-level within the SCAG region. Extending the contract term would allow staff to proceed with a number of freight commodity related Regional Transportation Planning / Sustainable Communities Strategy (RTP/SCS) projects and other on-going freight forecasting studies. This Amendment No. 1 also increased the contract value from \$113,000 to \$120,000 (\$7,000) for the three-year term extension.

Project’s Benefits & Key Deliverables: The project’s benefits and key deliverables include, but are not limited to:

- Access to three (3) years of commodity flow data (2015, 2030, and 2045) for the SCAG region;
- Customer supports for accessing and analyzing acquired data; and
- A user’s manual and technical memorandum.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective: a) Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

Amendment Amount:

Amendment 01	\$7,000
Original contract value	<u>\$113,000</u>
Total contract value is not to exceed	\$120,000

This amendment does not exceed \$75,000 or 30% of the contract’s original value. Therefore, in accordance with the SCAG Procurement Manual (January 2021) Section 9.3, it does not require the Regional Council’s approval.

Contract Period: September 11, 2017 through September 10, 2023

Project Number(s): 130-0162B.18 \$7,000
Funding sources: Federal Transit Administration (FTA) 5303

Basis for Selection: Staff will need to utilize the commodity flow data on a continuous basis to properly evaluate regional trends. Given the established expertise of IHS Global and their ability to aggregate a vast collection of commodity flow information at the SCAG local jurisdictional level (6 counties and 191 cities), staff shall continue to use the data to support various travel demand model and ongoing freight movement studies.

Attachment: Contract Summary 17-044-C1 Amendment 1 (Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments



Southern California Association of Governments
Remote Participation Only
June 2, 2021

To: Executive/Administration Committee (EAC)
Regional Council (RC)

EXECUTIVE DIRECTOR'S
APPROVAL

From: Cindy Giraldo, Chief Financial Officer
(213) 630-1413, giraldo@scag.ca.gov

Subject: CFO Monthly Report

RECOMMENDED ACTION:

Information Only - No Action Required

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 7: Secure funding to support agency priorities to effectively and efficiently deliver work products.

MEMBERSHIP DUES:

As of May 17, 2021, 183 cities and 6 counties have paid their FY21 dues. This represents 98.42% of the assessment. Five cities have yet to pay their FY21 dues. SCAG is in the process of reaching out to all members with outstanding dues. Invoices for the FY22 membership dues will be sent to member agencies June 1, 2021.

BUDGET & GRANTS (B&G):

On May 11, 2021, the California Department of Housing and Community Development (HCD) approved SCAG's full application for funding under the Regional Early Action Planning Grants Program (REAP). The award letter constitutes a conditional award in the amount of \$35,603,267.25. Staff will work with HCD to finalize the grant agreement to accept the funds.

On May 6, 2021, the RC approved the FY 2021-22 (FY22) Final Comprehensive Budget and Overall Work Program (OWP) in the amount of \$147.1 million. Also, the General Assembly approved the General Fund Budget and Membership Assessment Schedule. The FY22 OWP was submitted to Caltrans on May 15th, and state and federal approval of the OWP is expected by June 30, 2021.

On April 30, 2021, SCAG submitted the FY 2020-21 (FY21) OWP 3rd Quarter Progress Report to Caltrans. The total expenditures reported are approximately \$39.1 million or 42% of the FY21 OWP budget. The subtotal of \$36.7 million corresponds to the Caltrans Office of Regional Planning (ORP) funds that are included in the Request for Reimbursement (RFR) reports that have been submitted

from July 2020 to March 2021. The subtotal of \$2.4 million was not included in the RFR reports because these funds are not administered by ORP.

CONTRACTS:

In April 2021, the Contracts Department issued two (2) Request for Proposals; awarded four (4) contracts; issued three (3) contract amendments; and processed 27 Purchase Orders to support ongoing business and enterprise operations. Staff also administered 165 consultant contracts. Contracts staff continued to negotiate better pricing as well as reduced costs for services. Thus far this year staff has negotiated approximately \$1,174,607 in savings.

ATTACHMENT(S):

1. CFO Charts 060321 Meeting



Office of the Chief Financial Officer

Monthly Status Report

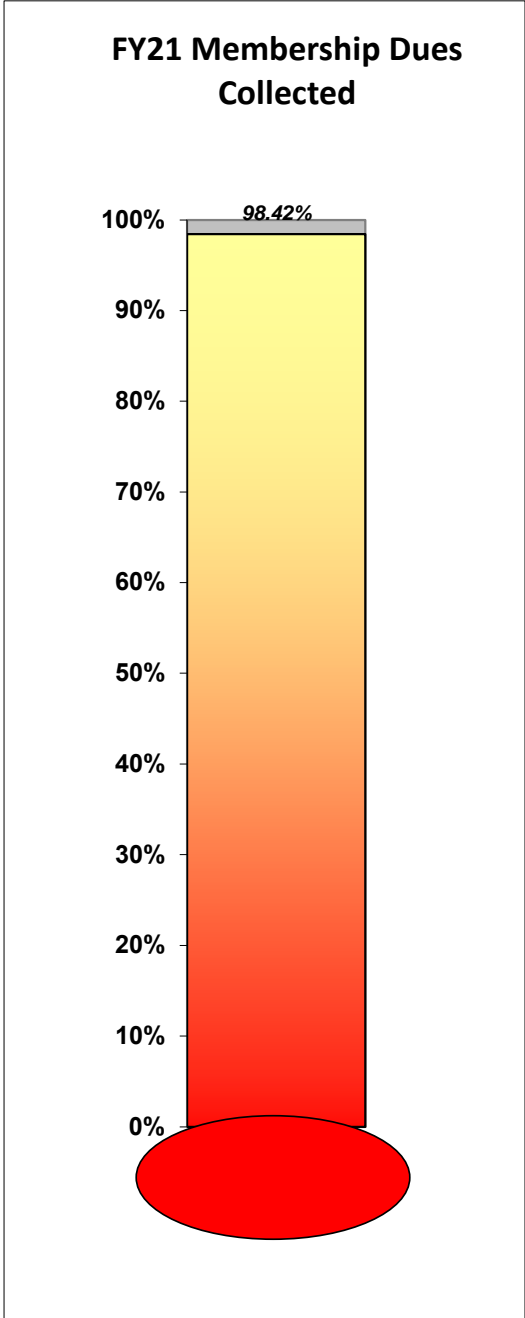
APRIL 2021

OVERVIEW

As of May 17, 2021, 183 cities and 6 counties had paid their FY21 dues. This represents 98.42% of the dues assessment. 5 cities have yet to pay their dues. Three cities are being recruited for membership.

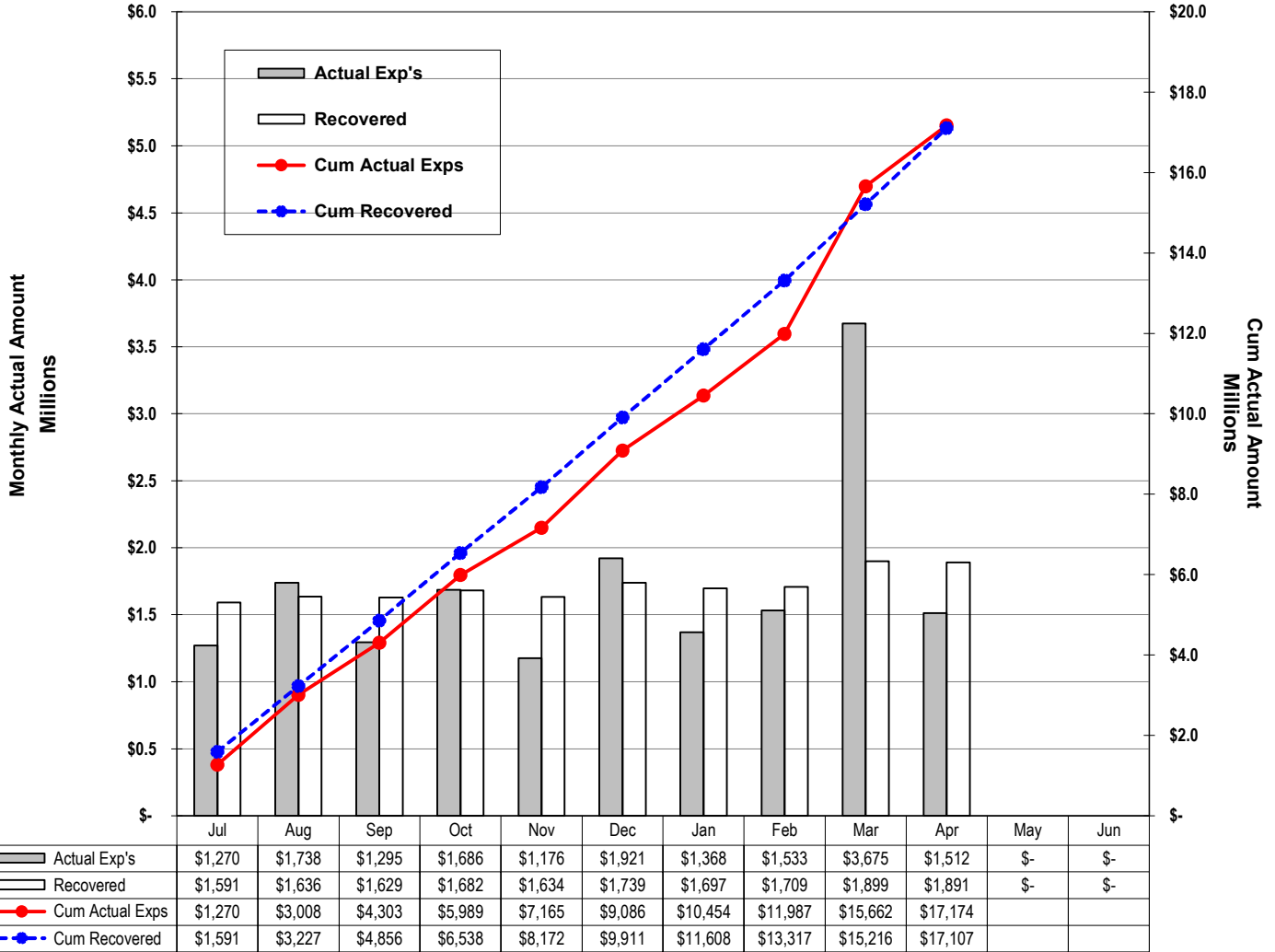
SUMMARY

FY21 Membership Dues	<u>\$ 2,172,468</u>
Waivers Exercised	<u>\$ (283,252)</u>
	<u>\$ 1,889,215</u>
 Total Collected	 <u>\$ 1,859,417</u>
 Percentage Collected	 <u>98.42%</u>





FY21 INDIRECT COST & RECOVERY



Attachment: CFO Charts 060321 Meeting (CFO Monthly Report)

OVERVIEW

A comparison of Indirect Cost (IC), incurred by SCAG vs. IC recovered from SCAG's grants.

SUMMARY

Through April 2021, SCAG was under-recovered by \$66,932.01 due to overspent Indirect Cost budget. This should correct itself towards the end of the year as these expenditures were built into the FY21 IC rate.



Office of the CFO
Consolidated Balance Sheet

	3/31/2021	4/30/2021	Incr (decr) to equity	COMMENTS
Cash at Bank of the West	\$ 5,182,212	\$ 7,938,805		
LA County Investment Pool	\$ 9,950,458	\$ 7,955,728		
Cash & Investments	\$ 15,132,670	\$ 15,894,533	\$ 761,863	Revenues of \$11.01M and Expenses of \$11.77M both on cash basis.
Accounts Receivable	\$ 16,890,022	\$ 12,824,620	\$ (4,065,402)	Payments of \$3.15M from SB1, \$934K from FTA5303, \$279K from FHWA PL, \$184K from FHWA PP, and \$121K from FTA5304 offset by billables to REAP of \$226K, \$103 to TDA, \$87K to ATP and \$175K to miscellaneous grants,
Other Current Assets	\$ 4,133,186	\$ 3,491,140	\$ (642,046)	Net amortization of \$263K in prepaid expenses plus IC fund over-recovery of \$379K.
Fixed Assets - Net Book Value	\$ 5,433,945	\$ 5,433,945	\$ -	No change.
Total Assets	\$ 41,589,823	\$ 37,644,238	\$ (3,945,585)	
Accounts Payable	\$ (3,116,522)	\$ (166,241)	\$ 2,950,280	Payment of \$1.97M invoice & other significant payables.
Employee-related Liabilities	\$ (954,871)	\$ (378,716)	\$ 576,155	March had 13 unpaid working days while April had 5.
Deferred Revenue	\$ (12,647,566)	\$ (12,094,882)	\$ 552,684	Reclass of mostly REAP deferred revenues offset by miscellaneous cash match funds.
Total Liabilities and Deferred Revenue	\$ (16,718,959)	\$ (12,639,840)	\$ 4,079,119	
Fund Balance	\$ 24,870,864	\$ 25,004,398	\$ 133,534	
WORKING CAPITAL				
	3/31/2021	4/30/2021	Incr (decr) to working capital	
Cash	\$ 15,132,670	\$ 15,894,533	\$ 761,863	
Accounts Receivable	\$ 16,890,022	\$ 12,824,620	\$ (4,065,402)	
Accounts Payable	\$ (3,116,522)	\$ (166,241)	\$ 2,950,280	
Employee-related Liabilities	\$ (954,871)	\$ (378,716)	\$ 576,155	
Working Capital	\$ 27,951,299	\$ 28,174,195	\$ 222,896	

Attachment: CFO Charts 060321 Meeting (CFO Monthly Report)



Office of the CFO
Fiscal Year-To-Date Expenditure Report Through April 30, 2021

COMPREHENSIVE BUDGET

		Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	Staff & Allocated Fringe Benefits	237,765	237,765	112,475	-	125,290	47.3%
2	51001 Allocated Indirect Costs	311,548	311,548	136,428	-	175,120	43.8%
3	54300 SCAG Consultants	327,000	326,306	188,442	117,908	19,956	57.8%
4	54340 Legal costs	100,000	100,000	88,996	11,004	0	89.0%
5	55210 Software	76,400	76,400	12,502	-	63,898	16.4%
6	55441 Payroll, bank fees	15,000	15,000	8,056	6,944	(0)	53.7%
7	55600 SCAG Memberships	116,000	133,400	133,400	0	(0)	100.0%
8	55610 Professional Membership	11,500	11,500	5,940	957	4,603	51.7%
9	55620 Res mat/sub	2,000	2,000	1,005	-	995	50.3%
10	55860 Scholarships	36,000	44,000	44,000	-	0	100.0%
11	55910 RC/Committee Mtgs	15,000	15,000	-	-	15,000	0.0%
12	55912 RC Retreat	13,000	13,000	-	-	13,000	0.0%
13	55914 RC General Assembly	611,500	611,500	-	28,281	583,219	0.0%
14	55915 Demographic Workshop	28,000	28,000	-	-	28,000	0.0%
15	55916 Economic Summit	85,000	85,000	46,740	-	38,260	55.0%
16	55918 Housing Summit	20,000	20,000	-	-	20,000	0.0%
17	55920 Other Meeting Expense	86,500	61,794	2,690	19,510	39,594	4.4%
18	55xxx Miscellaneous other	67,260	67,260	13,381	859	53,020	19.9%
19	55940 Stipend - RC Meetings	195,000	195,000	194,380	-	620	99.7%
20	56100 Printing	10,000	10,000	-	-	10,000	0.0%
21	58100 Travel - outside SCAG region	77,500	77,500	-	-	77,500	0.0%
22	58101 Travel - local	47,500	47,500	339	-	47,161	0.7%
23	58110 Mileage - local	31,500	31,500	254	-	31,246	0.8%
24	58150 Travel Lodging	13,000	13,000	-	-	13,000	0.0%
25	58800 RC Sponsorships	150,000	150,000	53,213	-	96,787	35.5%
26	Total General Fund	2,683,973	2,683,973	1,042,241	185,462	1,456,270	38.8%
27							
28	Staff & Allocated Fringe Benefits	16,803,872	17,041,524	12,991,464	-	4,050,060	76.2%
29	51001 Allocated Indirect Costs	22,010,306	22,321,594	16,927,052	-	5,394,542	75.8%
30	54300 SCAG Consultants	30,910,906	33,929,665	7,859,898	15,047,542	11,022,225	23.2%
31	54302 Non-Profits/IHL	705,601	1,339,574	311,677	209,421	818,476	23.3%
32	54303 Consultants TC - FTA 5303	6,919,788	6,699,616	1,018,973	1,433,838	4,246,805	15.2%
33	54340 Legal Services - FTA 5303	50,000	257,101	257,101	(0)	0	100.0%
34	54360 Pass-through Payments	3,031,153	9,191,406	17,518	9,173,888	0	0.2%
35	55210 Software Support	250,000	266,700	156,522	3,248	106,930	58.7%
36	55250 Cloud Services	2,122,030	2,133,330	255,379	221,362	1,656,589	12.0%
37	5528x Third Party Contributions	5,569,260	5,672,559	3,533,518	-	2,139,041	62.3%
38	55310 F&F Principal	251,852	251,852	209,024	42,158	670	83.0%
39	55315 F&F Interest	19,237	19,237	16,630	2,607	0	86.4%
40	55320 AV Principal	141,160	141,160	117,098	24,062	0	83.0%
41	55325 AV Interest	4,567	4,567	3,936	631	0	86.2%
42	55415 Off Site Storage	-	9,600	1,076	-	8,525	11.2%
43	55xxx Office Expenses	-	159	159	-	0	100.0%
44	55520 Hardware Supp	5,000	5,000	-	2,460	2,540	0.0%
45	55580 Outreach/Advertisement	50,000	56,745	56,746	(0)	(0)	100.0%
46	55620 Resource Materials - subscrib	610,000	610,000	116,048	55,103	438,848	19.0%
47	55730 Capital Outlay	100,000	300,000	43,179	248,709	8,112	14.4%
48	55810 Public Notices	95,000	95,000	25,285	487	69,229	26.6%
49	55830 Conf. Registration	4,000	4,000	135	2,616	1,249	3.4%
50	55920 Other Meeting Expense	23,250	22,000	5,078	-	16,922	23.1%
51	55930 Miscellaneous	1,925,394	338,178	440	8,969	328,769	0.1%
52	55931 Misc Labor - TDA	-	1,293,382	-	168	1,293,214	0.0%
53	55932 Misc Labor, Future - TDA	-	441,842	-	-	441,842	0.0%
54	55950 Temp Help	-	200,000	145,919	54,081	0	73.0%
55	56100 Printing	17,000	17,000	436	-	16,564	2.6%
56	58xxx Travel	245,466	216,500	-	-	216,500	0.0%
57	58800 RC Sponsorships	-	5,000	5,000	-	0	100.0%
58	59090 Exp - Local Other	877,163	40,011,607	3,182	-	40,008,425	0.0%
59	61010 Transfers Out	-	657,184	657,184	-	(0)	100.0%
60	Total OWP & TDA Capital	92,742,005	143,553,082	44,735,655	26,531,349	72,286,078	31.2%
61							
62	Comprehensive Budget	95,425,978	146,237,055	45,777,897	26,716,811	73,742,348	31.3%

Attachment: CFO Charts 060321 Meeting (CFO Monthly Report)



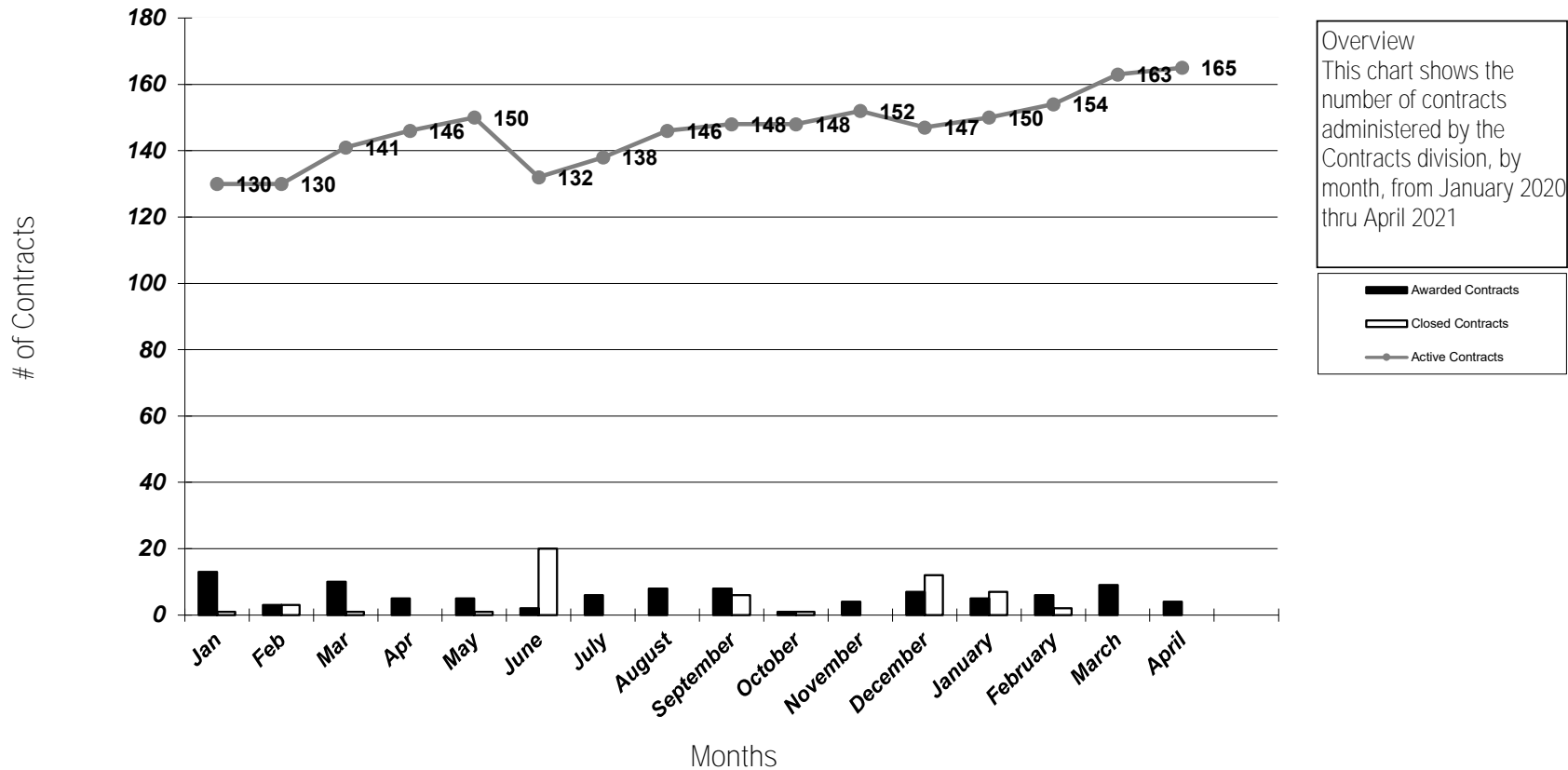
Office of the CFO
Fiscal Year-To-Date Expenditure Report Through April 30, 2021

INDIRECT COST EXPENDITURES

		Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	50010	6,964,795	5,721,492		1,243,303	82.1%
2	50013	1,000	376		624	37.6%
3	50014	87,678	98,120		(10,442)	111.9%
4	50030	80,000	1,837		78,163	2.3%
5	51xxx	5,573,893	4,165,184	-	1,408,709	74.7%
6	54300	400,996	193,503	207,493	(0)	48.3%
7	54301	1,268,000	785,368	482,632	0	61.9%
8	54340	200,740	200,739	0	0	100.0%
9	55210	1,333,100	831,727	50,526	450,848	62.4%
10	55220	2,622,200	1,892,951	127,061	602,188	72.2%
11	55240	21,500	7,648	13,852	(0)	35.6%
12	55270	1,243	1,243	-	0	100.0%
13	55315	8,078	6,985	1,094	(1)	86.5%
14	55325	14,111	12,163	1,948	0	86.2%
15	55400	2,192,805	2,101,470	91,336	(0)	95.8%
16	55410	260,000	95,577	62,645	101,778	36.8%
17	55415	5,000	3,386	1,615	(0)	67.7%
18	55420	100,000	45,144	26,364	28,492	45.1%
19	55430	1,690	1,690	-	1	100.0%
20	55435	100,000	-	100,000	0	0.0%
21	55440	285,931	304,379	(18,448)	0	106.5%
22	55441	15,000	9,185	5,815	(0)	61.2%
23	55445	5,000	632	2,900	1,468	12.6%
24	55460	64,000	3,535	-	60,465	5.5%
25	55510	78,800	13,944	64,855	0	17.7%
26	55520	4,000	-	-	4,000	0.0%
27	55530	195,000	145,609	23,791	25,601	74.7%
28	55540	5,000	24	4,976	(0)	0.5%
29	55550	5,982	5,981	0	0	100.0%
30	55600	92,200	42,424	-	49,776	46.0%
31	55610	1,500	-	-	1,500	0.0%
32	55611	1,350	629	-	721	46.6%
33	55620	57,100	36,916	5,682	14,502	64.7%
34	55630	95,000	4,685	-	90,315	4.9%
35	55700	185,000	108,984	-	76,016	58.9%
36	55720	75,000	55,970	-	19,030	74.6%
37	55800	25,000	17,940	7,059	0	71.8%
38	55801	45,000	27,183	2,317	15,500	60.4%
39	55810	2,500	-	-	2,500	0.0%
40	55820	30,000	13,500	5,000	11,500	45.0%
41	55830	20,000	457	-	19,543	2.3%
42	55840	65,000	55,171	-	9,829	84.9%
43	55920	2,500	1,000	-	1,500	40.0%
44	55950	149,971	149,972	(0)	(0)	100.0%
45	55xxx	71,856	-	-	71,856	0.0%
46	56100	23,000	8,384	2,000	12,616	36.5%
47	58100	-	-	-	0	0.0%
48	58101	13,300	625	-	12,675	4.7%
49	58110	23,500	-	-	23,500	0.0%
50	58120	3,000	-	-	3,000	0.0%
51	Total Indirect Cost	22,877,319	17,173,731	1,272,512	4,431,076	75.1%

Attachment: CFO Charts 060321 Meeting (CFO Monthly Report)

SCAG Contracts (Year to Date)



Overview
 This chart shows the number of contracts administered by the Contracts division, by month, from January 2020 thru April 2021

- Awarded Contracts
- Closed Contracts
- Active Contracts



Summary

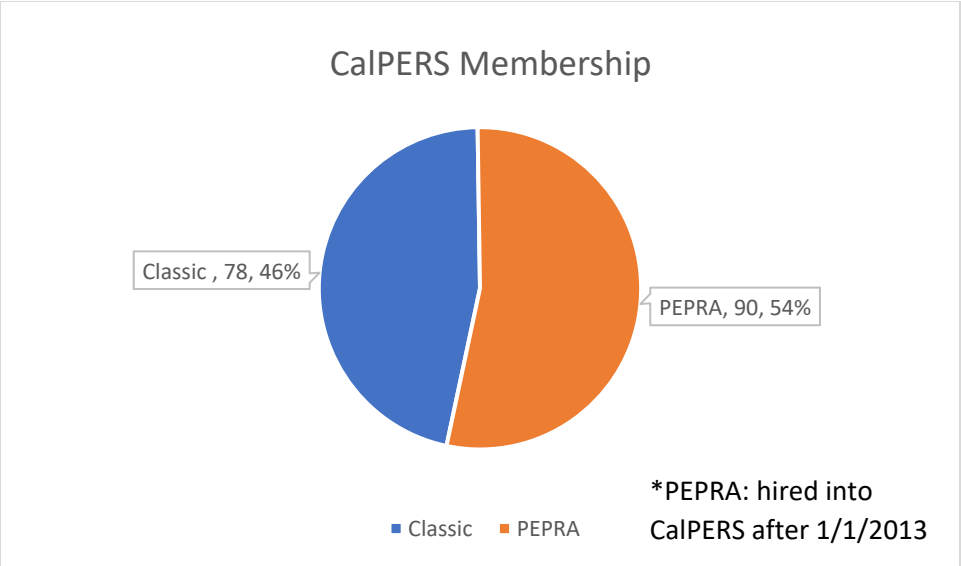
As illustrated on the chart, the Contracts Department is currently managing a total of 165 contracts. Forty-seven (47) are Cost Plus Fee contracts; eighty (80) are Lump Sum (formerly Fixed Price) contracts, and the remaining thirty-eight (38) are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). The Contracts Department anticipates issuing approximately five (5) additional contracts for FY 2020-21. Note, due to the nature of SCAG's work, the majority of SCAG contracts have a one year term and end on June 30th each year.

CFO Report

As of May 1, 2021

Staffing Update

Division	Authorized Positions	Filled Positions	Vacant Positions	Interns/Temps	Agency Temps	Volunteers	Total
Executive Office	10	8	2	0	0	0	8
Human Resources	7	6	1	0	0	0	6
Legal Services	3	1	2	0	0	0	1
Finance	27	24	3	1	0	0	25
Information Technology	27	23	4	0	0	0	23
Policy & Public Affairs	21	19	2	0	0	0	19
Planning & Programs	91	87	4	2	1	10	100
Total	186	168	18	3	1	10	182



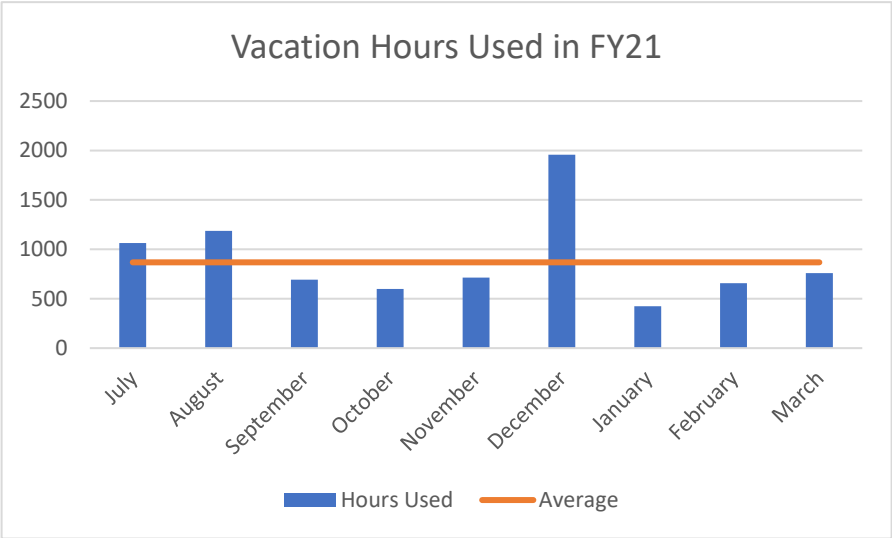
CFO Report

As of May 1, 2021

Vacation Update

Vacation Usage

	Hours Used	Cost
Total	8681.13	\$ 575616.67
Average	79.64	\$ 5280.89
# of Staff		109
% of Staff		64.88%



Vacation Cash Out Pilot Program Usage

	Hours Used	Cost
Total	1,140	\$ 80,603.20
Average	39.31	\$ 2,779.42
Lowest	20	\$ 1,352.40
Highest	40 (max)	\$ 5,568.40
# of Staff		29
% of Staff		17.26%