



SOUTHERN CALIFORNIA
ASSOCIATION OF GOVERNMENTS
900 Wilshire Blvd., Ste. 1700
Los Angeles, CA 90017
T: (213) 236-1800
www.scag.ca.gov

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First Vice President

Randon Lane, Murrieta

Second Vice President

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**Alan D. Wapner, San Bernardino
County Transportation Authority**

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Bill Jahn, Big Bear Lake

Community, Economic &
Human Development

**Peggy Huang, Transportation
Corridor Agencies**

Energy & Environment

Linda Parks, Ventura County

Transportation

Cheryl Viegas-Walker, El Centro

REGULAR MEETING

EXECUTIVE/ ADMINISTRATION COMMITTEE

Thursday, September 5, 2019
9:00

SCAG MAIN OFFICE

900 Wilshire Blvd., Ste. 1700

Policy B Meeting Room

Los Angeles, CA 90017

(213) 236-1800

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Tess Rey-Chaput at (213) 236-1908 or via email at REY@scag.ca.gov. Agendas & Minutes for the EAC - Executive/Administration Committee 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) 236-1908. 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.

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EAC - Executive/Administration Committee
Members – September 2019

- 1. Hon. Bill Jahn**
Chair, Big Bear Lake, RC District 11
- 2. Hon. Rick**
1st Vice Chair, Long Beach, RC District 29
- 3. J575BH**
2nd Vice Chair, VACANT
- 4. Hon. Alan Wapner**
Imm. Past Chair, SBCTA Representative
- 5. Hon. Peggy Huang**
CEHD Chair, TCA Representative
- 6. Hon. Stacy Berry**
CEHD Vice Chair, Cypress, RC District 18
- 7. Sup. Linda Parks**
EEC Chair, Ventura County Rep.
- 8. Hon. David Pollock**
EEC Vice Chair, Moorpark, District 45
- 9. Hon. Cheryl Viegas-Walker**
TC Chair, El Centro, RC District 1
- 10. Hon. Jess Talamantes**
TC Vice Chair, Burbank, RC District 42
- 11. Hon. Clint Lorimore**
LCMC Chair, Eastvale, RC District 4
- 12. Hon. Margaret Clark**
LCMC Vice Chair, Rosemead, RC District 32
- 13. Hon. Frank Navarro**
Pres. Appt., Colton, RC District 6
- 14. Hon. L Dennis Michael**
Pres. Appt., Rancho Cucamonga, RC District 9
- 15. Hon. Margaret Finlay**
Pres. Appt., Duarte, RC District 35

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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.

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16. Sup. Luis Plancarte

Pres. Appt., Imperial County

17. Hon. Brian McDonald

Chemehuevi Indian Tribe, Tribal Government Regional Planning Board

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Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700 – Policy B Meeting Room
Los Angeles, California 90017
Thursday, September 5, 2019
9:00 AM

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 Bill Jahn, Chair)

PUBLIC COMMENT PERIOD

Members of the public desiring to speak on items on the agenda, or items not on the agenda, but within the purview of the Committee, must fill out and present a Public Comment Card to the Assistant prior to speaking. Comments will be limited to three (3) minutes per speaker. The Chair has the discretion to reduce the time limit based upon the number of speakers 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 - August 1, 2019 Page 6
- 2. SCAG Memberships and Sponsorships Page 13
- 3. SB 664 (Allen) – Electronic Toll and Transit Fare Collection Systems Page 17
- 4. Contracts \$200,000 or Greater: 18-040-C01, Regional Data Platform (Approval to Increase Contract Award) Page 20

Receive and File

- 5. EAC Retreat Housing Discussion Follow-Up Page 33
- 6. September State and Federal Legislative Update Page 36
- 7. Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 - \$74,999 Page 40
- 8. CFO Monthly Report Page 52

CFO MONTHLY REPORT
(Basil Panas, Chief Financial Officer)

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EXECUTIVE/ADMINISTRATION COMMITTEE AGENDA

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(The Honorable Bill Jahn, Chair)

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

FUTURE AGENDA ITEM/S

ANNOUNCEMENT/S

ADJOURNMENT

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Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 5, 2019

MINUTES OF THE MEETING
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
THURSDAY, AUGUST 1, 2019

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE (EAC).

The Executive/Administration Committee (EAC) of the Southern California Association of Governments (SCAG) held its regular meeting at 900 Wilshire Boulevard, Suite 1700, Los Angeles, CA 90017. A quorum was present.

Members Present

- | | | |
|--|---------------------------------|--|
| 1. Hon. Bill Jahn, President | <i>Big Bear Lake</i> | District 11 |
| 2. Hon. Randon Lane, 1 st Vice President | <i>Murrieta</i> | District 5 |
| 3. Hon. Rex Richardson, 2 nd Vice President | <i>Long Beach</i> | District 29 |
| 4. Hon. Alan Wapner, Imm. Past President | <i>Ontario</i> | SBCTA |
| 5. Hon. Peggy Huang, Chair, CEHD | <i>Yorba Linda</i> | TCA |
| 6. Hon. Stacy Berry, Vice Chair, CEHD | <i>Cypress</i> | District 18 |
| 7. Hon. David Pollock, Vice Chair, EEC | <i>Moorpark</i> | District 45 |
| 8. Hon. Cheryl Viegas-Walker, Chair, TC | <i>El Centro</i> | District 1 |
| 9. Hon. Jess Talamantes, Vice Chair, TC | <i>Burbank</i> | District 42 |
| 10. Hon. Clint Lorimore, Chair, LCMC | <i>Eastvale</i> | District 4 |
| 11. Hon. Margaret Clark, Vice Chair, LCMC | <i>Rosemead</i> | District 32 |
| 12. Hon. L. Dennis Michael, President’s Appt. | <i>Rancho Cucamonga</i> | District 9 |
| 13. Hon. Margaret Finlay, President’s Appt. | <i>Duarte</i> | District 35 |
| 14. Sup. Luis Plancarte, President’s Appt. | | Imperial County |
| 15. Mr. Randall Lewis, Ex-officio | <i>Lewis Group of Companies</i> | Business Representative |
| 16. Hon. Brian McDonald | <i>Chemehuevi Indian Tribe</i> | Tribal Government
Regional Planning Board |

Member Not Present

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-
1. Sup. Linda Parks, Chair, EEC Ventura County
 2. Hon. Frank Navarro, President's Appt. *Colton* District 6

Staff Present

Kome Ajise, Executive Director
Darin Chidsey, Chief Operating Officer
Debbie Dillon, Chief Strategy Officer
Joann Africa, Chief Counsel/Director of Legal Services
Sarah Jepson, Acting Director of Planning
Basil Panas, Chief Financial Officer
Art Yoon, Director of Policy and Public Affairs
Julie Loats, Chief Information Officer
Tess Rey-Chaput, Office of Regional Council Support

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Honorable Bill Jahn called the meeting to order at 9:00 a.m. and asked CEHD Chair Peggy Huang to lead the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

There was no public comment speaker.

President Jahn announced that after SCAG staff's extensive testing and working directly with the technical team of the electronic voting system provider for almost two (2) years now, SCAG has made a decision to use the Lumi voting system or the handheld voting devices for all RC and Policy Committee meetings as we are confident that the Lumi voting system will best support the agency. The decision was based on SCAG's unique voting needs and how its size of the RC and Policy Committees as well as the frequency of the meetings could not reliably be supported by the new software.

President Jahn personally thanked all for being an integral part of this process and for being accommodating and tolerant of the glitches experienced in the system during the meetings. He noted that the monitors could still be used to navigate the agenda.

REVIEW AND PRIORITIZE AGENDA ITEMS

There was no prioritization of agenda items.

DISCUSSION ITEM**1. Caltrans Audits Final Corrective Action Plans**

President Jahn introduced the item and asked Executive Director Kome Ajise to provide background information.

Mr. Ajise reported that SCAG submitted Corrective Action Plans to Caltrans which are currently under review by the department along with FHWA and FTA. In the interim, SCAG continues to make progress with addressing the Caltrans audit findings. Mr. Ajise emphasized that while SCAG is committed to implementing these action plans, the agency accepts these findings because these corrective actions help SCAG to do better.

TC Chair Cheryl Walker asked a question about page 7 of the agenda packet which noted the status of recommendations being implemented and inquired as to when the remaining ICAP recommendations will be fully implemented. Executive Director Kome Ajise responded that in the next three (3) years, the remaining recommendations will be fully implemented. He also referenced the matrix on the staff report.

CONSENT CALENDAR**Action Item****2. Agency Work Plan for Fiscal Year 2019-20**

President Jahn introduced the item and asked Executive Director Kome Ajise to provide background information.

Mr. Ajise reported the Agency's Work Plan is consistent, structured and aligned with the Strategic Plan adopted by the Regional Council in 2018. While there are important plans to be developed this year such as Connect SoCal and the 6th Cycle RHNA, he noted that there are also less tangible activities ensuring that SCAG continues to be the hub for technology and data and a workplace of choice to attract talent. Mr. Ajise stated that he developed three (3) key initiatives which are focused on staff development; building an agile technology infrastructure; and stakeholder engagement.

A MOTION was made (Finlay) to approve the agency's Work Plan for Fiscal Year 2019-20. Motion was SECONDED (Michael) and passed by the following votes:

AYE/S: Berry, Clark, Finlay, Huang, Jahn, McDonald, Michael, Plancarte, Pollock, Talamantes, Walker and Wapner (12)

NOE/S: None (0)

ABSTAIN: None (0)

Approval Items

3. Minutes of the Meeting – June 6, 2019
4. 2020 Meeting Schedule of the Regional Council and Policy Committees
5. SCAG Event Sponsorship Policy
6. SCAG Memberships and Sponsorships
7. SB 592 (Wiener) – Housing Accountability Act
8. Amendment 1 to the Memorandum of Agreement for the Metropolitan Planning Organization Partners' Connect SoCal (RTP/SCS) Coordinator
9. Contracts \$200,000 or Greater: 19-029-C01, Los Angeles Union Station/Civic Center District Study

Receive and File

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

A MOTION was made (Walker) to approve the Consent Calendar Items 3 – 9; Receive and File 10 – 11. Motion was SECONDED (Pollock) and passed by the following votes:

AYE/S: Berry, Clark, Finlay, Huang, Jahn, Michael, Plancarte, Pollock, Talamantes, Walker and Wapner (11)

NOE/S: None (0)

ABSTAIN: McDonald (1)

PRESIDENT'S REPORT

President Jahn expressed appreciation for the EAC members for attending the recently-held retreat, July 18 – 19, 2019, at Big Bear Lake. He thanked Steve PonTell, National CORE; and Randall Lewis who led an informative and thoughtful session on Housing. The highlights of the retreat included a discussion on the 2019-20 Year Outlook and Strategic Initiatives, 2020 Connect SoCal, 6th Cycle RHNA as well as state funding opportunities. President Jahn stated there were discussions on how SCAG can plan an effective and essential role in assisting member jurisdictions with addressing the challenges to housing production to keep the Southern California economy thriving. Given the magnitude of the housing crisis in the region, President Jahn stated the members exchanged various ideas on SCAG's role beyond RHNA.

TC Chair Cheryl Walker reported that the structure of the retreat worked very well and gave all participants an opportunity to discuss housing issues and RHNA process.

Councilmember Margaret Finlay stated she learned a lot and expressed appreciation for Steve PonTell and Randall Lewis who led the discussion regarding housing. She also thanked President Jahn for welcoming the members to Big Bear Lake.

Immediate Past President Alan Wapner also stated the retreat went very well and commented that it was beneficial listening to everyone's perspective regarding housing and learning from each other's city experiences.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Kome Ajise commended President Jahn for hosting the EAC Retreat specifically focusing on housing. One of the outcomes of the Retreat is to think 'Beyond RHNA.' Although a state-mandated process, SCAG will need to seriously think on how to help the cities build houses beyond the RHNA numbers. He thanked Steve PonTell and Randall Lewis for leading the housing discussion.

Mr. Ajise reported he held Listening Sessions with all full-time SCAG staff in groups of ten (10). The goal is to receive feedback from staff and will compile the outcomes of those discussions.

Mr. Ajise also reported the RHNA Public Hearings have been noticed. The schedule and details of the Public Hearing meeting dates, times and locations are available on the SCAG website <http://www.scag.ca.gov/programs/pages/housing.aspx> and the back of the room. Mr. Ajise stated he is looking forward to public engagement.

FUTURE AGENDA ITEM/S

None



ANNOUNCEMENT/S

None

ADJOURNMENT

There being no further business, President Jahn adjourned the meeting at 9:25AM in memory of The Honorable Kay Sandra Cenicerros, former SCAG President 1985-86 and Riverside County's first female Supervisor.

[MINUTES ARE UNOFFICAL UNTIL APPROVED BY THE EAC]

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Executive / Administration Committee Attendance Report

2019-20															Total M Attenc To Da
MEMBERS	CITY	Representing	MAY	JUN	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	
Hon. Bill Jahn, Chair	Big Bear Lake	District 11		1		1									2
Hon. Randon Lane, 1st Vice Chair	Murrieta	District 5		1		1									2
Hon. Rex Richardson, 2nd Vice Chair	Long Beach	District 29		1		1									2
Hon. Alan Wapner, Imm. Past. Chair		SBCTA		1		1									2
Hon. Peggy Huang, Chair, CEHD		TCA		0		1									1
Hon. Stacy Berry, Vice Chair, CEHD	Cypress	District 18		1		1									2
Supervisor Linda Parks, Chair, EEC		Ventura County		1		0									1
Hon. David Pollock, Vice Chair, EEC	Moorpark	District 45		1		1									2
Hon. Cheryl Viegas-Walker, Chair, TC	El Centro	District 1		1		1									2
Hon. Jess Talamantes, Vice Chair, TC	Burbank	District 42		1		1									2
Hon. Clint Lorimore, Chair, LCMC	Eastvale	District 4		1		1									2
Hon. Margaret Clark, Vice Chair, LCMC	Rosemead	District 32		1		1									2
Hon. L. Michael Dennis, President's Appt.	Rancho Cucamonga	District 9		1		1									2
Hon. Margaret Finlay, President's Appt.	Duarte	District 35		1		1									2
Hon. Frank Navarro, President's Appt.	Colton	District 6		1		0									1
Supervisor Luis Plancarte, President's Appt.		Imperial County		0		1									1
Hon. Brian McDonald	Chemehuevi Indian Tribe	Tribal Government Regional Planning Board		0		1									1
Mr. Randall Lewis, Ex-Officio	Lewis Group of Companies	Business Representative		1		1									2

Attachment: EAC Attendance Sheet 2019 (Minutes of the Meeting - August 1, 2019)

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Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 5, 2019

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

From: Art Yoon, Director of Policy and Public Affairs, Policy and
Public Affairs Division, (213) 236-1840, ArtYoon@scag.ca.gov

Subject: SCAG Memberships and Sponsorships

**EXECUTIVE DIRECTOR'S
APPROVAL**

RECOMMENDED ACTION:

Approve

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 2: Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

EXECUTIVE SUMMARY:

At its meeting on August 20, 2019, the Legislative/Communications and Membership Committee (LCMC) recommended approval of up to \$15,500 in memberships for the: 1) Eno Center for Transportation (\$10,500); and 2) FuturePorts (\$5,000); and up to \$10,000 in sponsorships for the 2019 Southern California AltCar Conference and Expo (\$5,000); and the Mobility 21 2019 Summit (\$5,000).

BACKGROUND:

Item 1: Eno Center for Transportation

Type: Membership **Amount:** \$10,500

The Eno Center for Transportation’s mission is to seek continuous improvement in transportation and its public and public private leadership in order to increase the system’s mobility, safety, and sustainability. Eno works across all modes of transportation, with the mission of cultivating creative and visionary leadership for the sector. They pursue this mission by supporting activities in their Center for Transportation Policy (CTP) and their Center for Transportation Leadership (CTL).

Eno Transportation Weekly (ETW), a weekly roundup of transportation and infrastructure related news and analyses, provides valuable information to SCAG staff on policy and legislation making its way through Washington D.C. ETW’s thorough and high-quality analyses cover different topics, including transportation reauthorization bills, competitive grant programs, proposed budgets for

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federal departments, and discussion of new and emerging technologies in the transportation sector.

SCAG staff recommends that the agency maintain membership at the “Gold Connector” level. Although this level of membership typically costs organizations \$15,000, SCAG receives a 30-percent discount as a government agency, thus bringing the amount down to \$10,500. This membership provides the agency with the following benefits:

- 15 complimentary subscriptions to ETW
- Opportunity to participate in an Eno research initiative, such as working groups, that supports research on current issues in transportation policy; and
- Choice of any one optional sponsorship opportunity.

Item 2: FuturePorts

Type: Membership **Amount:** \$5,000

FuturePorts was established in 2005 and serves as a voice for their members in the goods movement supply chain in order to advocate for balance between business, environment, and community concerns at the San Pedro Bay Ports (Ports of Los Angeles and Long Beach). Their members represent the entire goods movement supply chain, including businesses that support the goods movement industry, as well as labor and trade unions that work at the ports. Their objective is to ensure a healthy economic and environmental future supporting green growth at the ports. In the dozen years since it was founded, FuturePorts has positioned itself as a leader in the movement for rational and balanced growth, representing business interests at both the Ports of Los Angeles and Long Beach commission meetings; Los Angeles and Long Beach city council meetings; public hearings; and other community events. They write letters, provide outreach, and engage the support of other business organizations and stakeholders as we work toward common goals of growing and greening our ports.

SCAG has been a sponsor of the annual FuturePorts conference in the past, but the growing importance of goods movement to the Southern California economy is making it increasingly necessary for the agency to maintain its ability to effectively participate in dialogue and discussion on such an important facet of the region’s economy.

SCAG staff is recommending that the agency maintain membership in FuturePorts. This unique membership/sponsorship package, in the amount of \$5,000, includes both membership dues as well as sponsorship of the FuturePorts conference:

- Sponsorship of the annual FuturePorts conference at the “Silver Level,” which includes:
 - o Five (5) conference registrations;

- Full page color ad on Conference Program;
- Tabletop exhibit;
- Listing in Conference mobile app as a sponsor;
- Logo listing on PowerPoint “loop” during breaks; and
- Verbal recognition at event.

Membership dues provide the Agency with the following benefits:

- Eligibility to serve on FuturePorts Board of Directors and Committees;
- Access to member-only communications;
- Reduced registration fee at FuturePorts signature events;
- Three (3) complimentary attendees for all FuturePorts member-only events;
- Recognition at FuturePorts Annual Conference, VIP Reception, and member meetings;
- Opportunity to introduce speaker at member meeting;
- Social media promotion;
- Color logo linked on online membership directory;
- Invitation to policy-maker meetings;
- Premium branding on all communications; and
- Access to custom advocacy.

Item 3: AltCar Conference and Expo

Type: Sponsorship **Amount:** \$5,000

The goal of the AltCar Conference and Expo is to provide an accessible and comprehensive setting where both industry and the general public can discover all existing energy-efficient car alternatives that are driving national and global change. AltCar is the only event in the United States that gathers every single model of alternative technology light duty vehicle available for purchase or lease in one location for free test drives. The goal of making this technology available to the general public is to help make esoteric climate policies more tangible. Given that 52% of all Zero Emission Vehicle (ZEV) purchases are happening in California, this event is critical in building the momentum for the emerging marketplace.

SCAG staff recommends that the agency sponsor the event in the amount of \$5,000, which provides SCAG with the following:

- Four Conference passes;
 - Prime logo placement on event website;
 - Prime logo placement on AltCar marketing materials;
 - Prime logo placement on AltCar Conference Program;
 - Prime logo placement on event signage;
 - Opportunity to include information on SCAG programs in Conference; and
 - Inclusion on the event planning committee.
-

Item 4: Mobility 21 2019 Summit**Type:** Sponsorship **Amount:** \$5,000

Mobility 21 will be holding their annual summit on Friday, September 27, 2019 at the Disneyland Hotel in Anaheim, CA. This annual event brings together public and private stakeholders to address the region's transportation priorities and improve mobility for all that live, work, and play in Southern California.

SCAG has sponsored this event in the past and staff is recommending sponsorship at the "Gold" level in the amount of \$5,000, which includes the following benefits:

- Registration and reserved seating for five (5) attendees at the general sessions and luncheon;
- Attendance for one (1) representative at an exclusive VIP reception with Mobility 21's Board of Directors, speakers, and other guests;
- Exhibitor table at the Mobility 21 Expo with listing as an exhibitor on Mobility 21's website;
- Logo visibility on the conference sponsor slide show, event program and other Summit materials, and inclusion in pre-conference advertising (both print and electronic); and
- A half-page advertisement in the Summit program.

FISCAL IMPACT:

\$25,500 for memberships/sponsorships is included in the approved FY 19-20 General Fund budget.



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 5, 2019

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Art Yoon, Director of Policy and Public Affairs, Legislation,
(213) 236-1840, ArtYoon@scag.ca.gov
Subject: SB 664 (Allen) – Electronic Toll and Transit Fare Collection
Systems

EXECUTIVE DIRECTOR'S
APPROVAL

RECOMMENDED ACTION:

Support

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 2: Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

EXECUTIVE SUMMARY:

Senate Bill (SB) 664 would clarify state law to continue to allow the state’s tolling agencies to efficiently and responsibly use personally identifiable information collected from motorists that use toll lanes, while maintaining appropriate prohibitions against the improper sharing of that information. Staff presented SB 664 to the Legislative/Communications & Membership Committee (LCMC) at its meeting on August 20, 2019, after which the LCMC unanimously voted to recommend a “support” position to the Regional Council.

BACKGROUND:

Current law codifies uniform standards across the state’s tolling agencies to protect the personally identifiable information of motorists who use toll lanes and prohibits toll operators from selling or otherwise providing information to companies or organizations for marketing or inappropriate uses. Over recent months, a growing list of litigants, some petitioning for class-action status, have filed claims against transportation agencies and subcontractors throughout California. These lawsuits exploit the “otherwise provided” clause in existing law alleging that toll operators are violating the privacy restrictions placed on them when carrying out core aspects of operating toll facilities. Some examples include transit agencies sharing names and addresses of motorists as they travel through different jurisdictions to ensure interoperability of toll collection devices and technologies or communicating with the Department of Motor Vehicles (DMV) to find appropriate contact information to notify toll violators.

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SB 664

Introduced by Senator Ben Allen (D-Redondo Beach), SB 664 would reaffirm the ability of toll operators to use personally identifiable information that is collected for the purposes of enforcement, collection, notification activities, or maintaining an interoperable statewide toll system across agencies. Toll operators assert that SB 664 would help combat lawsuits levied against them that have resulted in more than \$5 million in legal expenses statewide and potential damage claims in the billions of dollars.

SB 664 would apply retroactively and impact pending litigation. Opponents claim that changes to the law would give transit agencies immunity and allow them to skirt litigation that should instead be settled to addresses past violations. Currently, there are seven pending cases in California filed against transportation agencies with toll facilities. No case against a public agency has been settled or reached a conclusion. However, some subcontractors have already settled lawsuits. SB 664 responsibly defends the vital public interest in the operation and maintenance of a comprehensive transportation infrastructure.

The Assembly Transportation Committee approved SB 664 on July 1st with Chairman Jim Frazier abstaining to vote because he believed that the bill went further than originally described. SB 664 then moved out of the Assembly Privacy and Consumer Protection Committee by a vote of 11 to 0, on July 9th.

SB 664 will now be considered by the Assembly Appropriations Committee, which is chaired by Assembly Member Lorena Gonzalez (D-San Diego). It should be noted that August 30, 2019 is the last day fiscal committees can approve legislation to then be considered by the entire Assembly or Senate, and the current legislative session will come to a close on September 13, 2019.

Support

- Bay Area Council
- Bay Area Toll Authority
- California Transit Association
- Foothill Eastern Transportation Corridor Agency
- Golden Gate Bridge Highway and Transportation District
- HNTB Corporation
- Los Angeles County Metropolitan Transportation Authority
- Nees Consulting
- Orange County Business Council
- Orange County Transportation Authority

Opposition

- American Civil Liberties Union of California
- California Alliance for Retired Americans
- California Rural Legal Assistance Foundation
- Coast Law Group, LLP
- Consumer Action
- Consumer Attorneys of California (unless amended)
- Consumer Federation of California
- Consumer Watchdog
- Consumers For Auto Reliability & Safety
- Electronic Frontier Foundation
- Gutride Safier LLP (unless amended)
- Lawyers' Committee for Civil Rights

-
- Professional Engineers in California Government
 - Riverside County Transportation Commission
 - San Bernardino County Transportation Authority
 - San Francisco Bay Area Planning and Urban Research Association
 - San Francisco Bay Area Water Emergency Transportation Authority
 - San Joaquin Hills Transportation Corridor Agency
 - Santa Clara Valley Transportation Authority
 - Self-Help Counties Coalition
 - State Building & Construction Trades Council of California
 - WSP USA Inc.
 - Older Women's League
 - Privacy Rights Clearinghouse
 - The Utility Reform Network
 - Western Center on Law & Poverty, Inc.
 - World Privacy Forum

Staff Recommendation

Staff presented SB 664 to the LCMC at its meeting on August 20, 2019, after which the LCMC unanimously voted to recommend a “support” position to the Regional Council. This is consistent with Regional Council-adopted policy and legislative priorities to support and preserve all existing sources of transportation funding and revenue.

SB 664 enjoys regional consensus, with many transportation stakeholders in the SCAG region submitting support. SB 664 will clarify perceived gray areas in state law to continue to allow transportation agencies to use personal data efficiently and responsibly while maintaining appropriate prohibitions against the improper sharing of that information.

FISCAL IMPACT:

None

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Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 5, 2019

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

From: Basil Panas, Chief Financial Officer, Contracts, 213-236-1817,
panas@scag.ca.gov

Subject: Contracts \$200,000 or Greater: 18-040-C01, Regional Data
Platform (Approval to Increase Contract Award)

EXECUTIVE DIRECTOR'S
APPROVAL

RECOMMENDED ACTION:

Approve an additional \$178,000 to Contract No. 18-040-C01 with Esri, Inc. for a total amount not to exceed \$2,717,937 with Esri, Inc., for the purpose of developing a Regional Data Platform that will serve local jurisdictions, other partner agencies, and the general public in Southern California.

STRATEGIC PLAN:

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

EXECUTIVE SUMMARY:

In April 2019, the Regional Council approved an award of \$2,539,937 to Esri, Inc. for establishment of the Regional Data Platform (Platform). The Platform will provide an online tool for SCAG and local jurisdictions to access data necessary for local general plan development and general decision making by monitoring transportation, land development trends, housing and economic growth, and sustainability conditions. While undergoing final contract negotiations, staff completed an internal risk assessment. As a result of this risk assessment, staff decided that certain geographic information systems (GIS) processes, outlined in Task 6, System Architecture and Development, in the Scope of Work needed updating and be expedited at the early stages of project launch. This would have been the case with any vendor. This expedited GIS work increases the RC's previous maximum contract approval by \$178,000, bringing the overall contract value to \$2,717,937. For these reasons, staff is requesting the Regional Council approve an additional \$178,000 to the Esri, Inc. contract for a total maximum contract award of \$2,717,937.

BACKGROUND:

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

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract</u>
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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.

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OUR CORE VALUES

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



		<u>Amount</u>
ESRI, Inc. (18-040-C01)	The consultant shall develop a Regional Data Platform that will serve local jurisdictions, other partner agencies, and the general public in Southern California.	\$2,717,937

FISCAL IMPACT:

Funds in the amount of \$2,042,573 are available in the FY 2019-20 budget in Project Numbers 280-4823.01 (\$1,103,210) and 280-4832.02 (\$939,363); and the remaining \$675,364 is expected to be available in the FY 2020-21 budget, subject to budget availability.

ATTACHMENT(S):

1. Contract Summary 18-040-C01
2. Contract Summary 18-040-C01 COI

CONSULTANT CONTRACT 18-040-C01

Recommended Consultant:	ESRI, Inc.
Background & Scope of Work:	<p>In April 2019, SCAG’s Regional Council approved an award of \$2,539,937 to Esri, Inc. for establishment of the Regional Data Platform (Platform). The Platform will provide an online tool for SCAG and local jurisdictions to access data necessary for local general plan development and general decision making by monitoring transportation, land development trends, housing and economic growth, and sustainability conditions. The Platform will also feature a data-driven collaboration hub for local jurisdictions to engage with stakeholders for individual projects, such as local and regional land use planning, active transportation planning, greenhouse gas reduction strategies, and development impact assessments.</p> <p>While undergoing final contract negotiations, staff completed an internal risk assessment. As a result of this risk assessment, staff decided that certain geographic information systems (GIS) processes, outlined in Task 6, System Architecture and Development, in the Scope of Work needed updating at the early stages of project launch. Staff therefore opted to obtain further consulting assistance from Esri, Inc. to complete internal improvements to the agency’s established data systems and processes in preparation for the Regional Data Platform project. Work in this regard will reduce risks to SCAG and provide expedited support for enhancements to the agency’s system architecture, user workflows, data architecture, application architecture, technology architecture, and capacity planning. These services will total \$178,000, bringing the overall project cost to \$2,717,937. For these reasons staff is requesting the Regional Council to approve an additional \$178,000 to the contract award to Esri, Inc. for the increased amount (\$2,717,937).</p> <p>Consistent with the requirements of Senate Bill 1 (SB 1) Sustainable Communities Formula Funds that supports this project, the consultant shall develop a Regional Data Platform that will serve local jurisdictions, other partner agencies, and the general public in Southern California to:</p> <ul style="list-style-type: none"> • Foster collaboration between SCAG, local jurisdictions, stakeholders, the general public, and local communities by making data used for decision-making more transparent and broadly available; • Support planning for sustainable growth by assessing the local and regional impacts of land use and transportation choices by benchmarking likely outcomes to regional performance metrics (to be informed by SCAG’s regional transportation and sustainable communities planning processes); • Serve as a primary regional data resource to support regional and local planning, and provide forward-thinking dashboards and innovative tools to end-users to improve and enhance work flows; • Provide an integrated system for data collection through web-based data services (i.e. data in the cloud), automated update processes, standardized and efficient regional data management, and robust data governance structures; and • Promote partnerships (e.g., with local governments, regional agencies, state and federal agencies, private firms, and universities and international

Attachment: Contract Summary 18-040-C01 (Contracts \$200,000 or Greater: 18-040-C01, Regional Data Platform Re-approval)

	organizations), to establish long term collaborative data sharing practices for regionally significant planning activities in Southern California, with the aim of promoting a common vision, shared goals, and mutual benefits.												
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"> • The Platform will provide an online tool for SCAG and local jurisdictions to access data necessary for local general plan development and general decision making by monitoring transportation, land development trends, housing and economic growth, and sustainability conditions; and • It will also feature a data-driven collaboration hub for local jurisdictions to engage with stakeholders for individual projects, such as local and regional land use planning, active transportation planning, greenhouse gas reduction strategies, and development impact assessments. 												
Strategic Plan:	This item supports SCAG's Strategic Plan, Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians, and Objective (C): Ensure quality, effectiveness, and implementation of plans through collaboration, pilot testing, and objective data-driven analysis; Goal 3: Be the foremost data information hub for the region, and Objectives (A): Develop and maintain models, tools, and data sets that support innovative plan development, policy analysis and project implementation, and (B): Become the information hub of Southern California y improving access to current, historical, local and regional data sets that reduce the costs of planning and increase the efficiency of public services; Goal 4: Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration.												
Contract Amount:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Total not to exceed</td> <td style="text-align: right;">\$2,717,937</td> </tr> <tr> <td>ESRI, Inc. (prime consultant)</td> <td style="text-align: right;">\$2,643,237</td> </tr> <tr> <td>Wallace Walrod (subconsultant)</td> <td style="text-align: right;">\$74,700</td> </tr> </table> <p>Note: ESRI's originally proposed \$2,784,837, but staff negotiated the price down to \$2,717,937 without reducing the scope of work, and obtaining additional assistance for system enhancements.</p>	Total not to exceed	\$2,717,937	ESRI, Inc. (prime consultant)	\$2,643,237	Wallace Walrod (subconsultant)	\$74,700						
Total not to exceed	\$2,717,937												
ESRI, Inc. (prime consultant)	\$2,643,237												
Wallace Walrod (subconsultant)	\$74,700												
Contract Period:	Notice to Proceed through April 30, 2022												
Project Number(s):	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">280-4832U3.01</td> <td style="width: 30%;">\$442,650</td> <td style="width: 40%;"></td> </tr> <tr> <td>280-4832E.01</td> <td>\$57,350</td> <td></td> </tr> <tr> <td>280-4832U5.01</td> <td>\$1,218,811</td> <td></td> </tr> <tr> <td>280-4832E.01</td> <td>\$157,910</td> <td></td> </tr> </table> <p>Funding source(s): Transportation Development Act (TDA) and SB1 Funds.</p> <p>Funding of \$1,876,721 is available in the FY 2018-19 budget, and the remaining \$841,216.39 is expected to be available in the FY 2019-20 and FY 2020-21 budget in Project Numbers 280-4832.01 and 280-4832.02, subject to budget availability.</p>	280-4832U3.01	\$442,650		280-4832E.01	\$57,350		280-4832U5.01	\$1,218,811		280-4832E.01	\$157,910	
280-4832U3.01	\$442,650												
280-4832E.01	\$57,350												
280-4832U5.01	\$1,218,811												
280-4832E.01	\$157,910												
Request for Proposal (RFP):	SCAG staff notified 4,466 firms of the release of RFP 18-040-C1 via SCAG's Solicitation Management System website. A total of 84 firms downloaded the RFP. SCAG received the following ten (10) proposals in response to the solicitation:												

	<p>ESRI (1 sub-consultant) \$2,784,837</p> <p>Zillion Plan (no sub-consultants) \$248,497 National Center for Civic Innovation (no sub-consultants) \$532,609 Tierra Plan (2 sub-consultants) \$1,036,451 AgreeYa (1 sub-consultant) \$1,098,716 IBI Group (3 Sub-consultants) \$1,499,511 Cambridge Systematics (2 sub-consultants) \$1,593,611 Psomas (2 sub-consultants) \$1,777,489 Estrada Consulting (no sub-consultants) \$1,971,518 StreetLight Data (no sub-consultants) \$4,688,419</p>
Selection Process:	<p>SCAG assembled a Proposal Review Committee (PRC) with participants having expertise in local land use planning, regional planning, information technology, geographic information systems, data science, environmental justice, economics, and demography. The 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 interview the five (5) highest ranked offerors.</p> <p>The PRC consisted of the following individuals:</p> <p>Kimberly Clark, Regional Planner Specialist, SCAG Deanna Dupuy, Assistant Planner, SCAG Julie Loats, Chief Information Officer, SCAG Tom Vo, Senior Regional Planner, SCAG Ping Wang, Program Manager, SCAG</p>
Basis for Selection:	<p>The PRC recommended Esri, Inc. for the contract based on their proposed technical approach and previous experience on projects of this magnitude: because the consultant:</p> <ul style="list-style-type: none"> • Esri’s technical approach exceeded competitors as their proposal best identified how SCAG’s Regional Data Platform tools could specifically help facilitate local general plan updates with technology and collaborative solutions at each stage of the planning process (e.g. establishing data and plan foundations, identifying issues and engaging the community, updating a general plan/determining community choices, and preparing the final plan); Esri’s proposed solution was also the most comprehensive in addressing how the Regional Data Platform can be integrated with SCAG’s existing enterprise geographic information systems infrastructure and open data platform, while emphasizing local jurisdictions’ user operability and integration with existing local data systems; and • Demonstrated the best experience with producing several large scale projects of a similar nature at the local, state, and international levels. <p>Although other firm(s) proposed lower prices, the PRC did not recommend these firms for contract award because they:</p> <ul style="list-style-type: none"> • Did not demonstrate the same level of comprehensiveness on their general-plan driven technical approach;

	<ul style="list-style-type: none">• Did not provide a detailed plan for integration of the Regional Data Platform with SCAG's and local jurisdictions' existing software systems; and• Did not illustrate the highest level of experience in working with public agencies on projects of this magnitude.
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**Conflict Of Interest (COI) Form - Attachment
For September 05, 2019 Regional Council Approval**

Approve Contract No. 18-040-C01 in the revised amount not to exceed \$2,717,937 with Esri, Inc., to develop a Regional Data Platform that will serve local jurisdictions, other partner agencies, and the general public in Southern California.

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)?
ESRI, Inc.	Yes
Wallace Walrod	No

Attachment: Contract Summary 18-040-C01 (Contracts \$200,000 or Greater: 18-040-C01, Regional Data Platform Re-approval)

SCAG CONFLICT OF INTEREST FORM

RFP No. 18-040

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: Environmental Systems Research Institute, Inc.

Name of Preparer: Kourtney Carson

Project Title: Regional Data Platform

RFP Number: 18-040 **Date Submitted:** 06/05/2018

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 18-040-C01 COI (Contracts \$200,000 or Greater: 18-040-C01, Regional Data Platform Re-approval)

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 *However,

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

Name	Position	Dates of Service
Crystal Dorn	Team Lead, served on the Open Data/Big Data-Smart And Connected SCAG regional Committee in 2017	

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) William C. Fleming, hereby declare that I am the (position or title) Assistant Secretary of (firm name) Environmental Systems Research Institute, 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 JUN 05 2018 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)

JUN 05 2018

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. 18-040

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: Wallace Walrod
Name of Preparer: Wallace Walrod
Project Title: Regional Data Platform
Date Submitted: June 7, 2018

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
Wallace Walrod	Not an employee, but as lead economic advisor have been a consultant	Consulting Dates: 2010-2018
_____	_____	_____
_____	_____	_____
_____	_____	_____

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:

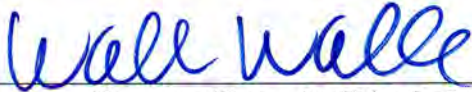
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Wallace Walrod, hereby declare that I am the (position or title) Wallace Walrod of (firm name) Wallace Walrod, 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 June 7, 2018 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)

June 7, 2018

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.

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Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 5, 2019

To: Executive/Administration Committee (EAC)
Community
Economic & Human Development Committee (CEHD)
Transportation Committee (TC)
Energy and Environment Committee (EEC)
From: Kome Ajise, Executive Director, Executive Management, 213-
236-1835, Ajise@scag.ca.gov
Subject: EAC Retreat Housing Discussion Follow-Up

EXECUTIVE DIRECTOR'S
APPROVAL

RECOMMENDED ACTION:

Receive and File

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:

Increasing housing production in the SCAG region to address the housing crisis is a core priority for President Bill Jahn and SCAG's Executive Officers. During the July 2019 SCAG Executive Administration Committee Retreat, the Board Officers and Committee Members discussed SCAG's role in fostering housing development, beyond administering the Regional Housing Needs Assessment (RHNA) process. Committee members highlighted opportunities for SCAG to play a greater leadership role on housing issues and provided direction to staff on policy priorities to consider in developing a robust housing program.

This report provides background on housing planning at SCAG and an update on staff actions to advance ideas discussed during the EAC Retreat, including the process for preparing a proposal and delivering programs supported by Assembly Bill 101.

BACKGROUND:

EAC Retreat: Policy Discussion Summary

During the July 2019 SCAG Executive Administration Committee Retreat, the Board Officers and Committee Members discussed SCAG's role in fostering housing development, beyond administering the RHNA process. The conversation was facilitated by housing experts, Steve PonTell and Randall Lewis. PonTell is Chief Executive Officer and President of National CORE, one of

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the nation's largest non-profit affordable housing developers. Lewis is an Executive Vice President at the Lewis Group of Companies, a privately held real estate development company focused on the development of master planned communities. Their presentation provided an overview of segments within the housing market and some of the challenges for-profit and non-profit developers face in producing new units. The Committee discussed the importance of ensuring elected officials and planning commissions are educated about the market and some of the unintended consequences of policy decisions. Challenges posed by state regulation including CEQA and the financial structure of cities, which has resulted in the fiscalization of land use and an oversupply of retail, were also discussed. Committee members were asked to provide input on SCAG's role in addressing the barriers to housing production. Areas of interest included working with the state to bring back redevelopment funds and enhance other financing mechanism; providing cities with resources to engage their residents around the type of housing they can support; convening public-private stakeholders to foster collaborative solutions; developing a toolbox of pro-housing policies for local jurisdictions; and addressing abuses of CEQA through legislative reform. SCAG staff was directed to summarize the conversation and come back to the Regional Council with next steps including a work program.

SCAG's Housing Program

The Regional Housing Needs Assessment (RHNA) is mandated by State Housing Law as part of the periodic process of updating local housing elements of the General Plan. The RHNA quantifies the need for housing within each jurisdiction during specified planning periods. SCAG is in the process of developing the 6th cycle RHNA allocation plan which will cover the planning period October 2021 through October 2029. It is planned for adoption by SCAG in October 2020. The RHNA does not produce housing, but rather allows communities to anticipate growth, so that collectively the region and subregion can grow in ways that enhance quality of life, improve access to jobs, promotes transportation mobility, and addresses social equity, fair share housing needs. Historically, SCAG has had limited resources to support work on RHNA and housing issues. However, AB 101 recognized the important role regions can play in addressing the housing crisis, beyond RHNA, and established a new funding program for regional councils of governments.

AB 101

AB 101 is the comprehensive budget trailer bill dealing with housing production and homeless initiatives. The legislation includes updates to farmworker housing and the density bonus law, and budget allocations for the Infill Infrastructure Program, Low Income Housing Tax Credit program, and to cities/counties/continuums of care for homelessness prevention programs, and a variety of other programs. AB 101 also establishes the Local Government Planning Support Grants Program administered by the California Department of Housing and Community Development (HCD) for the purpose of providing regions with one-time funding. The bill allocates \$250 million to HCD for councils of governments and jurisdictions to be used for technical assistance, the preparation and adoption of planning documents, process improvements to accelerate housing production and to

facilitate the compliance with the 6th cycle of RHNA. SCAG is expected to be eligible for up to \$50 million of these dollars to administer our RHNA and provide other planning services to our cities and counties. SCAG must put together an application package to HCD and apply for these funds. HCD is anticipated to produce guidelines for the application process over the next six months positioning SCAG to apply for funding in Spring 2020. Pending HCD approval, the proposed programs and grant resources would be incorporated into SCAG's Fiscal Year 2020-2021 Overall Work Program.

FY 20 Work Program

With AB 101 resources, SCAG has the opportunity to foster housing production and preservation through regional planning and by providing technical and financial assistance to subregions and cities for housing and infrastructure planning activities and process improvements. Staff will pursue activities in the current fiscal year to establish the foundation for a robust housing program, including preparing a funding proposal to be provided to HCD no later than January 31, 2021 per state law. To undertake this work, SCAG needs to enhance internal capacity and procure, through staff or consultants, additional expertise in housing planning. These resources will be directed toward helping SCAG leadership better understand the housing landscape and opportunities to align new resources to address gaps. In the short-term, staff is also leveraging Sustainable Communities Program partnerships and Housing Monitoring funds programmed through SB 1 to conduct research and case-studies for aligning housing planning with the implementation of Connect SoCal by promoting development priority growth areas.

Staff will provide ongoing updates on this work with the ultimate goal of returning to the Regional Council in Spring 2020 with a program proposal and preliminary expenditure plan for AB 101 resources starting in July 1, 2020, pending HCD approval.

FISCAL IMPACT:

Funding for staff work is included in FY 19-20 Overall Work Program: 810.0120.16

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Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 5, 2019

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

From: Art Yoon, Director of Policy and Public Affairs, Legislation,
(213) 236-1840, ArtYoon@scag.ca.gov

Subject: September State and Federal Legislative Update

**EXECUTIVE DIRECTOR'S
APPROVAL**

RECOMMENDED ACTION:

Receive and File

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 2: Advance Southern California's policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

STATE

David Kim Becomes CalSTA Secretary

On July 1, 2019, David Kim became the third Secretary of the California State Transportation Agency (CalSTA) following his appointment by Governor Newsom in April 2019. CalSTA's objective is to develop and coordinate policies and programs of the numerous transportation entities in California, which is no easy task. From the Office of Traffic Safety to the High-Speed Rail Authority, CalSTA covers a range of modes of transportation.

Secretary Kim is a longtime transportation leader with experience in the private sector and all three levels of government. Most recently, Secretary Kim served as Vice President of Government Affairs for Hyundai Motor Company. Prior to this assignment, Secretary Kim spent nearly eight years in senior level roles at the United States Department of Transportation (USDOT). He served as Deputy Administrator at the Federal Highway Administration (FHWA). Additionally, he was FHWA's Associate Administrator for Policy and Governmental Affairs and before that, spent two years as Deputy Assistant Secretary for Governmental Affairs in the Office of the Secretary of Transportation.

Secretary Kim is very familiar with Southern California. From 2004 to 2009, he was the Deputy Executive Officer for Federal Advocacy and Government Relations at the Los Angeles County Metropolitan Transportation Authority. Additionally, he served in the administration of Governor Gray Davis from 1999 to 2003 where he represented the State of California's interests before

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Congress and the executive branch on transportation, water, energy and environmental priorities. He also spent three years as a Washington representative for the City of Los Angeles.

A native of Davis, Secretary Kim earned a B.A. in Political Science from Occidental College and a Master of Public Administration from the University of Southern California.

State Legislature Returns from Summer Recess

The Legislature returned from its summer recess on August 12, 2019 and has until September 13, 2019 to send legislation to the Governor. The Legislature will then adjourn to Interim Recess, and Governor Newsom will have until October 13, 2019 to sign or veto legislation. The Legislature will reconvene the first week of January 2020.

During the final weeks of session, legislators, staff, and legislative advocates have primarily focused on securing legislative amendments and passing their bills out of the respective appropriations committees. The goal is to ensure that bills have garnered enough support before reaching the Governor's desk. The last day for a bill to pass out of the appropriations committee was August 30, 2019, and only those bills can be considered by the full Assembly or Senate. During the final two weeks of session, neither policy nor fiscal committees are allowed to meet, so bill amendments may only be made on the floor through September 6, 2019. Bills that do not reach the Governor's desk before the September 13 deadline will still have the opportunity to be heard and voted upon next year.

FEDERAL

Federal Surface Transportation Reauthorization Bill Released

Congress periodically authorizes spending on federal highway, mass transit, surface transportation safety and research, and some rail programs through surface transportation reauthorization acts. The most recent is the Fixing America's Surface Transportation (FAST) Act and funds federal highway and public transportation programs through September 30, 2020. It reflects the ongoing federal commitment and investment in the nation's surface transportation system.

On July 29, 2019, the Senate Environment and Public Works (EPW) Committee released Senate Bill (S.) 2302 – the America's Transportation Infrastructure Act (ATIA) – a bipartisan bill to reauthorize the highway and highway research titles of the FAST Act. The following day, the EPW Committee approved the bill by a vote of 21 to 0. The proposed ATIA bill authorizes \$287 billion over five years for highway and research programs, representing a 27 percent increase over the FAST Act funding level of \$225 billion. The bill distributes 90 percent of funding to states by formula and includes a first-ever "Climate Change" title. Below are a few of the highlights of the bill.

- Introduces a new congestion relief grant program that provides \$40 million each year for five years to advance innovative, integrated, and multimodal solutions in the most congested metropolitan areas with populations over one million.
- Establishes a new bridge investment grant program that provides \$6.5 billion over five years to rehabilitate or replace structurally deficient bridges.
- Introduces a new formula program, the Carbon Reduction Incentive Program, which provides \$3 billion over five years to reduce highway-related carbon emissions. Eligible activities include public transit projects and facilities for pedestrian and bicyclists, including the conversion and use of rail corridors for pedestrian and bike trails.
- Establishes a new competitive grant program that provides \$1 billion over five years for states and localities to build and deploy hydrogen, natural gas, and electric vehicle fueling infrastructure along designated highway corridors.

Much work remains to be done before a final bill can be passed by the full Congress and signed by the President. Five other Senate and House committees have jurisdiction over some portion of the final legislation and none has released its portions of the surface transportation authorization bill, and this include ways to pay for it. Passing a multi-year bill without cutting infrastructure spending, raising fuel taxes, or increasing the budget deficit is an underlying theme in the ongoing debate.

Federal Budget and Appropriations Update

On August 2, 2019, President Trump signed H.R. 3877 – the Bipartisan Budget Act of 2019 – into law. This bill increases discretionary spending limits for defense and non-defense spending for Fiscal Years (FY) 2020 and 2021. An agreement to raise the spending limits was required in order to prevent mandatory budget cuts, known as sequestration, required by the Budget Control Act of 2011. H.R. 3877 sets the top-line number for FY 2020 at \$1.37 trillion, with \$738 billion for defense spending and \$632 billion in non-defense spending. The top-line numbers will guide how Congress funds the FY 2020 budget.

In June, the House passed 10 of the 12 spending bills for FY 2020, including the Transportation-Housing and Urban Development (T-HUD) Appropriations bill. The spending package funds the USDOT at \$86.6 billion, which is \$167 million above the FY 2019 enacted level and \$3.7 billion above President Trump's budget request. Since the House's spending package was approved before a spending limit was in place, the House must adjust its funding totals as the top-line numbers differ. For defense spending, the House totals have room to grow by an additional \$2.5 billion. Conversely, the House non-defense spending bill must be adjusted downward by \$9.5 billion in order to meet the limit imposed by H.R. 3877.

The Senate has differed in its approach to the federal budget by waiting until a spending limit agreement was in place. With H.R. 3877 now in effect, the Senate will move forward on passing its 12 Appropriations bills once it returns from the August Recess. Senate Appropriations Committee Chairman Richard Shelby (R-AL) stated that it is unlikely that all 12 bills will be cleared by the Senate

before the end of the fiscal year on September 30, 2019. This signals that Congress will likely approve a short-term Continuing Resolution (CR) to fund the federal government at FY 2019 levels and avoid a potential government shut-down.

2019 Congressional Calendar

The Presidential election season is in full swing and the congressional calendar is quickly winding down for the remaining year. Congress is out for the August Recess until September 9, 2019. Once the Representatives and Senators return to session, Congress will have only 13 working days before the start of the new fiscal year on October 1, 2019. Thereafter, Congress will be in session for eight weeks before the end of the calendar year.

FISCAL IMPACT:

None



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 5, 2019

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

From: Basil Panas, Chief Financial Officer, Contracts, 213-236-1817,
panas@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:

For 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>
Office Depot Business Services Division	FY20 Office Supplies	\$30,000
Liebert Cassidy Whitmore	FY20 Legal Services	\$20,000
Law Offices Of Jim Kahng	FY20 Legal Services	\$20,000
Staples Contract & Commercial, Inc.	FY20 Office Supplies	\$20,000
The LA Hotel Downtown	Deposit For 2019 Economic Summit	\$15,000
Here Design Studio LLC	FY20 Connect Social Document Editing	\$9,582
Cyxtera Communications LLC	FY20 Cyxtera Datacenter Internet Line	\$6,900
Solid Surface Care Inc	FY20 Carpet Cleaning	\$6,200
Duggan And Associates, Inc.	FY20 Minor Office Painting	\$6,000
Acuprint	Custom Bi-Fold SCAG Folders	\$5,281
C-1 Construction	FY20 Minor Office Repairs	\$5,000
Fedex	FY20 Courier Service	\$5,000

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
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OUR VISION

Southern California's Catalyst for a Brighter Future

OUR CORE VALUES

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



<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
Estolano LeSar Advisors (19-027-C01)	Consistent with the Office of Traffic Safety grant that funds this project, the consultant shall develop the overall strategy for SCAG's Regional Safety Leadership Symposium (Symposium) and Sub-Regional Workshops (Workshops). The consultant shall also help SCAG execute the Symposium, develop the curriculum for it, and execute the Workshops.	\$136,915
Orchestr8 (19-022-C01)	The consultant shall perform work on SCAG's <i>Go Human</i> program (an advertising campaign that promotes walking, biking and traffic safety) through local community engagement by offering co-branded campaign materials to at least 25 local public agencies or non-profit organizations region-wide. Note: As of the date of this report, staff terminated this contract because Orchestr8 was unable to perform the scope of work. Staff subsequently requested and received the Office of Traffic Safety's permission to award the contract to Civilian, Inc. Due to timing, staff will report this subsequent contract award with Civilian on the October 2019 Regional Council Agenda under Information Items.	\$89,750



<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
Nelson Nygaard (18-001-B24)	The consultant shall provide services for a Sustainability Planning Grant for the Gold Coast Transit District (GCTD) to implement the Building Transit Supportive Communities Project (Project). Under this Project the consultant shall help educate and guide local governments, developers, non-profit organizations and community stakeholders in strategies for transit supportive land use decision making that will result in more frequent bus lines, shorter travel time for passengers, increased ridership and a reduction in greenhouse gas emissions.	\$74,995
University of California Irvine (19-011-C01)	The consultant shall develop a database of point-level crime events in the SCAG region which identifies crimes based on whether or not they likely occurred on a transit vehicle, at a transit station, within an individual's likely route to a transit station, or may have otherwise been associated with transit service.	\$50,000
NK Production, Inc. (19-055-C01)	The consultant shall provide high quality videography services during the General Assembly for the next four (4) years.	\$37,550

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>
N/A	N/A	N/A

ATTACHMENT(S):

1. Contract Summary 19-027-C01
2. Contract Summary 18-001-B24
3. Contract Summary 19-022-C01
4. Contract Summary 19-011-C01



5. Contract Summary 19-055-C01

CONSULTANT CONTRACT 19-027-C01

Recommended Consultant:	Estolano LeSar Advisors						
Background & Scope of Work:	Consistent with the Office of Traffic Safety grant that funds this project, the consultant shall develop the overall strategy for SCAG’s Regional Safety Leadership Symposium (Symposium – A meeting to educate and encourage collaboration among local elected officials in the SCAG regions, to support collision-reducing policies, strategies, and projects as well as to conduct Sub-Regional Workshops (Workshops). The consultant shall also help SCAG execute the Symposium, develop the curriculum for it, and execute the Workshops.						
Project’s Benefits & Key Deliverables:	<p>The project’s benefits and key deliverables include, but are not limited to providing SCAG member cities:</p> <ul style="list-style-type: none">• Technical assistance with creating traffic safety plans; and• Traffic safety related documents such as, Safety Workshop recaps, a final traffic safety report, a Traffic Safety Symposium white paper, webinar safety series, and a sample safety model resolution.						
Strategic Plan:	<p>This item supports SCAG’s Strategic Plan Goal :</p> <ul style="list-style-type: none">• Produce innovative solutions that improve the quality of life for Southern Californians.• Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.• Be the foremost data information hub for the region.• Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.						
Contract Amount:	<table border="0" style="width: 100%;"><tr><td style="width: 50%;">Total not to exceed</td><td style="text-align: right;">\$136,915</td></tr><tr><td>Estolano LeSar Advisors (prime consultant)</td><td style="text-align: right;">\$70,883</td></tr><tr><td>Stratiscope (subconsultant)</td><td style="text-align: right;">\$66,032</td></tr></table> <p>Note: Estolano LeSar Advisors originally proposed \$192,913, but staff negotiated the price down to \$136,915 without reducing the scope of work.</p>	Total not to exceed	\$136,915	Estolano LeSar Advisors (prime consultant)	\$70,883	Stratiscope (subconsultant)	\$66,032
Total not to exceed	\$136,915						
Estolano LeSar Advisors (prime consultant)	\$70,883						
Stratiscope (subconsultant)	\$66,032						
Contract Period:	April 18, 2019 through September 30, 2019						
Project Number(s):	225-3564J4.13 Funding source(s): Office of Traffic Safety Grant (OTS)						
Request for Proposal (RFP):	<p>SCAG staff notified 2,524 firms of the release of RFP 19-027-C01 via SCAG’s Solicitation Management System website. A total of 17 firms downloaded the RFP. SCAG received the following two (2) proposals in response to the solicitation:</p> <table border="0" style="width: 100%;"><tr><td style="width: 50%;">Estolano LeSar Advisors (1 subconsultant)</td><td style="text-align: right;">\$192,913</td></tr><tr><td>Circulate Planning/San Diego (1 subconsultant)</td><td style="text-align: right;">\$200,877</td></tr></table>	Estolano LeSar Advisors (1 subconsultant)	\$192,913	Circulate Planning/San Diego (1 subconsultant)	\$200,877		
Estolano LeSar Advisors (1 subconsultant)	\$192,913						
Circulate Planning/San Diego (1 subconsultant)	\$200,877						

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 interviews because the proposals contained sufficient information on which to base a contract award. The PRC consisted of the following individuals:

Lindsey Hansen, Active Transportation Planner, SCAG
Houston Brooks Laney, Public Affairs Specialist, SCAG
Hina Chanchlani, Assistant Regional Planner, SCAG

Basis for Selection: The PRC recommended Estolano LeSar Advisors for the contract award because the consultant:

- Demonstrated the best understanding of the project, specifically, they identified a strong project management plan in response to Task 1, and identified specific strategies for Tasks 3 and 4. The consultant also best demonstrated familiarity with SCAG’s General Assembly, and incorporating the safety training in to it, a key component of the scope of work;
- Provided the best technical approach, for example, they identified contingency plans for Task 3 and clearly described logistics and cost savings opportunities for Task 4. The Consultant also demonstrated key staff with the best qualifications, including familiarity with both policy issues and communication best practices;
- Provided the best overall value for the level of effort proposed; and
- Proposed the lowest most realistic price to perform all the scope of work.

CONSULTANT CONTRACT 18-001-B24

Recommended Consultant: Nelson Nygaard

Background & Scope of Work: The consultant shall provide services for a Sustainability Planning Grant for the Gold Coast Transit District (GCTD) to implement the Building Transit Supportive Communities Project (Project). Under this Project the consultant shall help educate and guide local governments, developers, non-profit organizations and community stakeholders in strategies for transit supportive land use decision making that will result in more frequent bus lines, shorter travel time for passengers, increased ridership and a reduction in greenhouse gas emissions.

Project’s Benefits & Key Deliverables: The project will benefit the GCTD by helping it identify areas supportive of transit use. The key deliverables include, but are not limited to:

- List of areas suggested for transit supportive land uses and strategies;
- Vehicle Miles Traveled (VMT) reduction estimates and recommended land uses; and
- Training materials for GCTD staff.

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		\$74,995
	Nelson Nygaard (prime consultant)	\$58,404
	Lisa Wise Consulting (subconsultant)	\$16,591

Contract Period: July 17, 2019 through June 30, 2020

Project Number(s): 275-4823U3.01 \$58,411
 275-4823E.01 \$7,568
 275-4823Q3.01 \$9,016

Funding source(s): SB1 Sustainability Planning Grant, Transportation Development Act (TDA), and GCTD Cash Match.

Request for Proposal (RFP): SCAG staff notified 2,583 firms of the release of RFP 18-001-B24 via SCAG’s Solicitation Management System website. A total of 51 firms downloaded the RFP. SCAG received the following three (3) proposals in response to the solicitation:

Nelson Nygaard (1 subconsultant)		\$74,995
	The Arroyo Group (1 subconsultant)	\$69,536
	Steer Davies & Gleave Ltd. (2 subconsultants)	\$74,887

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 all three (3) offerors.

Attachment: Contract Summary 18-001-B24 (Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 -

The PRC consisted of the following individuals:
Joseph Cryer, Assistant Regional Planner, SCAG
Vanessa Rauschenberger, Director of Planning, Gold Coast Transit District
Matt Miller, Interim Planning Manager, Gold Coast Transit District

Basis for Selection:

The PRC recommended Nelson Nygaard for the contract award because the consultant:

- Provided the best technical approach, for example their methodology can be applied to the cities and unincorporated county in the study area, and be replicated elsewhere in the SCAG region;
- Demonstrated the best ability to accomplish outreach tasks, specifically the project manager and firm have experience with *train the trainer* outreach work; and
- Proposed the most staff hours to perform the scope of work.

Although other firms proposed a lower prices, the PRC did not recommend these firms for contract award because these firms:

- Did not clearly demonstrate a sufficient level of effort, primarily in the form of staff hours, to satisfactorily complete the tasks in the scope of work;
- One consultant's proposal did not clearly demonstrate how the technical approach could cover the large size and diversity of the study area with given resources; and,
- Did not show comparable experience with *train the trainer* outreach work.

CONSULTANT CONTRACT 19-022-C01

Recommended Consultant:	Orchestr8
Background & Scope of Work:	Consistent with the requirements of the Office of Traffic Safety Grant that funds this project, the consultant shall perform work on SCAG’s <i>Go Human</i> program (an advertising campaign that promotes walking, biking and traffic safety) through local community engagement by offering co-branded campaign materials to at least 25 local public agencies or non-profit organizations region-wide.
Project’s Benefits & Key Deliverables:	The project’s benefits and key deliverables include, but are not limited to: <ul style="list-style-type: none">• Support for partner agencies and local jurisdictions with traffic safety strategies through the development of co-branded materials that promote safer driving, bicycling and pedestrian safety; and• Co-branding, printing and delivery of materials for 25 SCAG partners.
Strategic Plan:	This item supports SCAG’s Strategic Plan 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 \$89,750 Orchestr8 (prime consultant)
Contract Period:	July 9, 2019 through September 30, 2019
Project Number(s):	225-3564J4.13 \$89,750 Funding source(s): Office of Traffic Safety Grant (OTS)
Request for Proposal (RFP):	SCAG staff notified 1,228 firms of the release of RFP 19-022-C01 via SCAG’s Solicitation Management System website. A total 34 firms downloaded the RFP. SCAG received the following proposal in response to the solicitation: Orchestr8 (no subconsultants) \$89,750 After receiving only one proposal, staff surveyed 33 firms that downloaded the RFP to determine why each did not submit a proposal. Two firms responded to staff’s inquiry, but neither cited a problem with the scope of work or the solicitation process. Note staff advertised the RFP four (4) weeks as required by SCAG’s Procurement Manual (Section 6.6.3). Staff subsequently requested and received OTS approval to move forward with reviewing the single 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 conduct interviews because the proposal contained sufficient information on which to base a contract award.

The PRC consisted of the following individuals:

Lindsey Hansen, Active Transportation Planner, SCAG

Sarah Jepson, Acting Planning Director, SCAG

Diana Chamberlain, Sr. Graphics Designer, SCAG

Reece Allan, Transportation Planner, Caltrans District 7

Basis for Selection:

The PRC recommended Orchestr8 for the contract award because the consultant:

- Demonstrated a complete understanding of the project, specifically the consultant understands the goals and priorities of SCAG’s Go Human campaign;
- Provided a very good and creative technical approach, for example the “waved” approach identified for project delivery and to help keep track of available budget and resources; and
- Provided a reasonable overall value for the level of effort proposed.

Note, as of the date of this report, staff terminated this contract because Orchestr8 was unable to perform the scope of work. Staff subsequently requested and received the Office of Traffic Safety’s permission to award the contract to Civilian, Inc. Due to timing, staff will report this subsequent contract award with Civilian on the October 2019 Regional Council Agenda under Information Items.

CONSULTANT CONTRACT 19-011-C01

Recommended Consultant:	University of California, Irvine
Background & Scope of Work:	The consultant shall conduct research and analysis of the impact of crime on Transit Ridership in the SCAG region. They shall develop a database of point-level crime events in the SCAG region which identifies crimes based on whether or not they likely occurred on a transit vehicle, at a transit station, within an individual's likely route to a transit station, or may have otherwise been associated with transit service.
Project's Benefits & Key Deliverables:	The project's benefits and key deliverables include, but are not limited to: <ul style="list-style-type: none">• A database containing statistical information on crime near transit;• Final written report; and• A presentation of the final report to a SCAG Policy Committee Meeting.
Strategic Plan:	This item supports SCAG's Strategic Plan Goal 3: Be the foremost data information hub for the region. Develop and maintain models, tools, and data sets that support innovative plan development, policy analysis and project implementation. Develop partnerships and provide guidance by sharing best practices and promoting collaborative research opportunities with universities, local communities and the private sector regionally, nationally, and internationally.
Contract Amount:	Total not to exceed \$50,000 University of California, Irvine (prime consultant)
Contract Period:	May 6, 2019 through September 30, 2019
Project Number(s):	055-0133B.06 \$44,265 055-0133E.06 \$5,735 Funding source(s): Consolidated Planning Grant (CPG) – Federal Transit Administration (FTA) Transportation Development Act (TDA).
Request for Proposal (RFP):	Not applicable
Selection Process:	Given the established expertise of University of California, Irvine and their excellent research proposal, staff awarded the contract pursuant to Section 3.06 of the State of California Contracts Manual, Contract with Other Governmental Entities and Public Universities, which allows sole sourcing a contract to a Public University or Institute of Higher Learning.
Basis for Selection:	University of California, Irvine is the one of the best research teams for crime studies related to transit services and has studied and published multiple papers on this topic.

CONSULTANT CONTRACT 19-055-C01

Recommended Consultant:	NK Production, Inc.			
Background & Scope of Work:	Staff required a consultant to provide high quality videography services during the General Assembly for the next four (4) years. Accordingly, staff issued a competitive bid for these services.			
Project's Benefits & Key Deliverables:	The project's benefit and key deliverable include, but are not limited to: <ul style="list-style-type: none">• Providing video recording of the SCAG General Assembly.			
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	\$37,372		
	NK Production, Inc. (prime consultant)			
Contract Period:	April 22, 2019 through June 30, 2024			
Project Number(s):	800-0160.06 \$37,372			
	Funding source(s): General Fund			
Request for Quote (RFQ):	Consistent with SCAG's Simplified Acquisition Procedures (for procurements estimated to be less than \$50,000) staff solicited bids from thirteen qualified firms. SCAG received the following bid in response to the solicitation: <table border="0" style="width: 100%;"><tr><td style="width: 70%;">NK Production, Inc.</td><td style="text-align: right;">\$37,372</td></tr></table> <p>After receiving only one bid, staff surveyed the 13 firms that the solicitation was email to. None of the firms cited a problem with the scope of work or the solicitation process. Therefore SCAG's Chief Financial Officer authorized moving forward with awarding the contract to NK Production, Inc.</p>		NK Production, Inc.	\$37,372
NK Production, Inc.	\$37,372			
Selection Process:	The Proposal Review Committee (PRC) evaluated the proposal in accordance with the criteria set forth in the bid, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations including assessing the bid for responsiveness. After evaluating the bid, the PRC did not conduct interviews because the bid contained sufficient information on which to base a contract award.			
Basis for Selection:	The PRC recommended NK Production, Inc. for the contract award because the consultant: <ul style="list-style-type: none">• Demonstrated the an excellent understanding of the project;• Provided an excellent technical approach, having performed similar services for SCAG at the 2018 General Assembly; and• Provided and excellent value for the level of effort proposed.			



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 5, 2019

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Basil Panas, Chief Financial Officer, Finance, 213-236-1817,
panas@scag.ca.gov
Subject: CFO Monthly Report

EXECUTIVE DIRECTOR'S
APPROVAL

RECOMMENDED ACTION:

For 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.

AUDITS:

Caltrans Audit - SCAG is waiting for a response from Caltrans to SCAG's Corrective Action Plan and Plan of Cost Substitution submitted in July. The plan would allow SCAG to satisfy the \$4.4 million of repayments sought in the Incurred Cost Audit and Indirect Cost Allocation Plan Audit with expenditures out of local funds already paid.

Annual Audit - SCAG's outside independent auditors, Vavrinek, Trine, Day & Co., LLP, presented their FY19 audit plan to the Audit Committee on June 27, 2019 and they will return in September to perform the final audit work.

MEMBERSHIP DUES:

The City of Maywood paid FY19 dues on July 1, 2019. That leaves just one city that did not renew (Rancho Santa Margarita) so they and the City of Orange are being recruited for membership.

Regarding FY20 dues, 61.84% of the dues assessment has been collected.

BUDGET & GRANTS (B&G):

On July 30, 2019, staff submitted the FY 2018-19 Overall Work Program (OWP) 4th Quarter Progress Report with preliminary expenditures to Caltrans. The 4th Quarter Progress Report with final expenditures and the FY19 OWP Final Work Products will be submitted to Caltrans by August 30, 2019.

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CONTRACTS:

In July 2019, the Contracts Department issued six (6) Request for Proposal, awarded four (4) contracts; issued one (1) contract amendment; and processed 183 Purchase Orders to support ongoing business and enterprise operations. Staff also administered 123 consultant contracts. Contracts staff continued to negotiate better pricing and reduced costs for services. It should also be noted that in fiscal year 2019 the Contracts Department has negotiated \$435,740 in budget savings.

ATTACHMENT(S):

1. CFO Monthly Report



Office of the Chief Financial Officer

Monthly Status Report

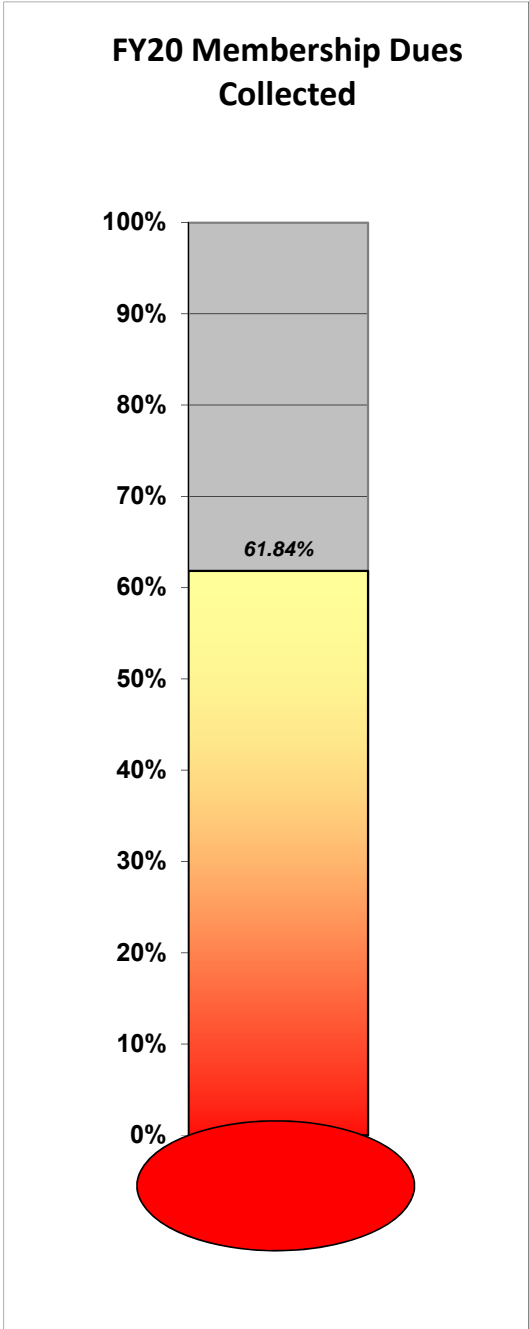
JULY 2019

OVERVIEW

As of August 21, 2019, 147 cities and 5 counties had paid their FY20 dues. This represents 61.8% of the dues assessment. 42 cities and one county had yet to pay their dues. Two cities are being recruited for membership.

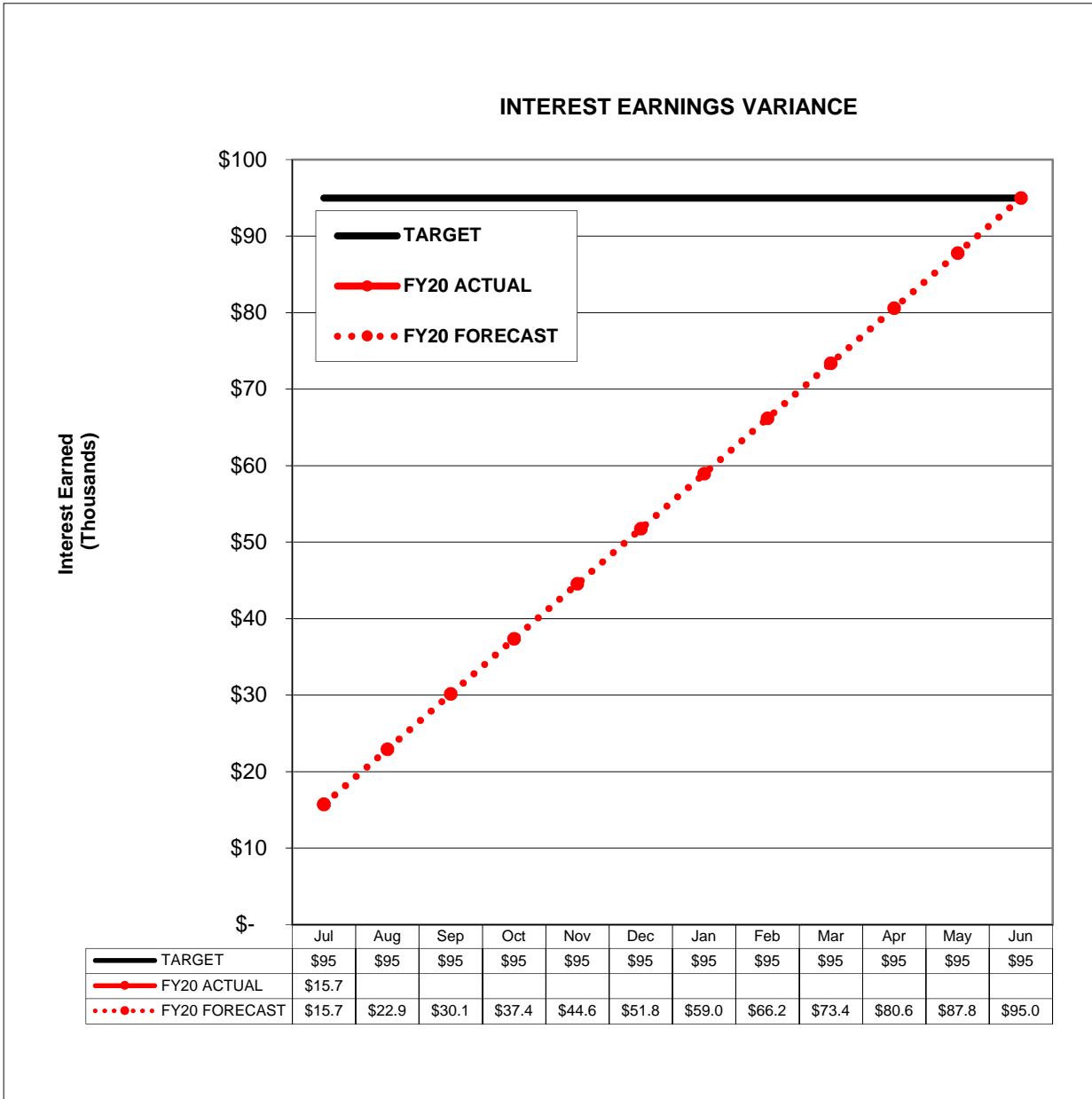
SUMMARY

FY20 Membership Dues	<u>\$ 2,113,909</u>
Total Collected	<u>\$ 1,307,138</u>
Percentage Collected	<u>61.84%</u>





Office of the CFO
Interest Earnings Variance



Attachment: CFO Monthly Report (CFO Monthly Report)

OVERVIEW

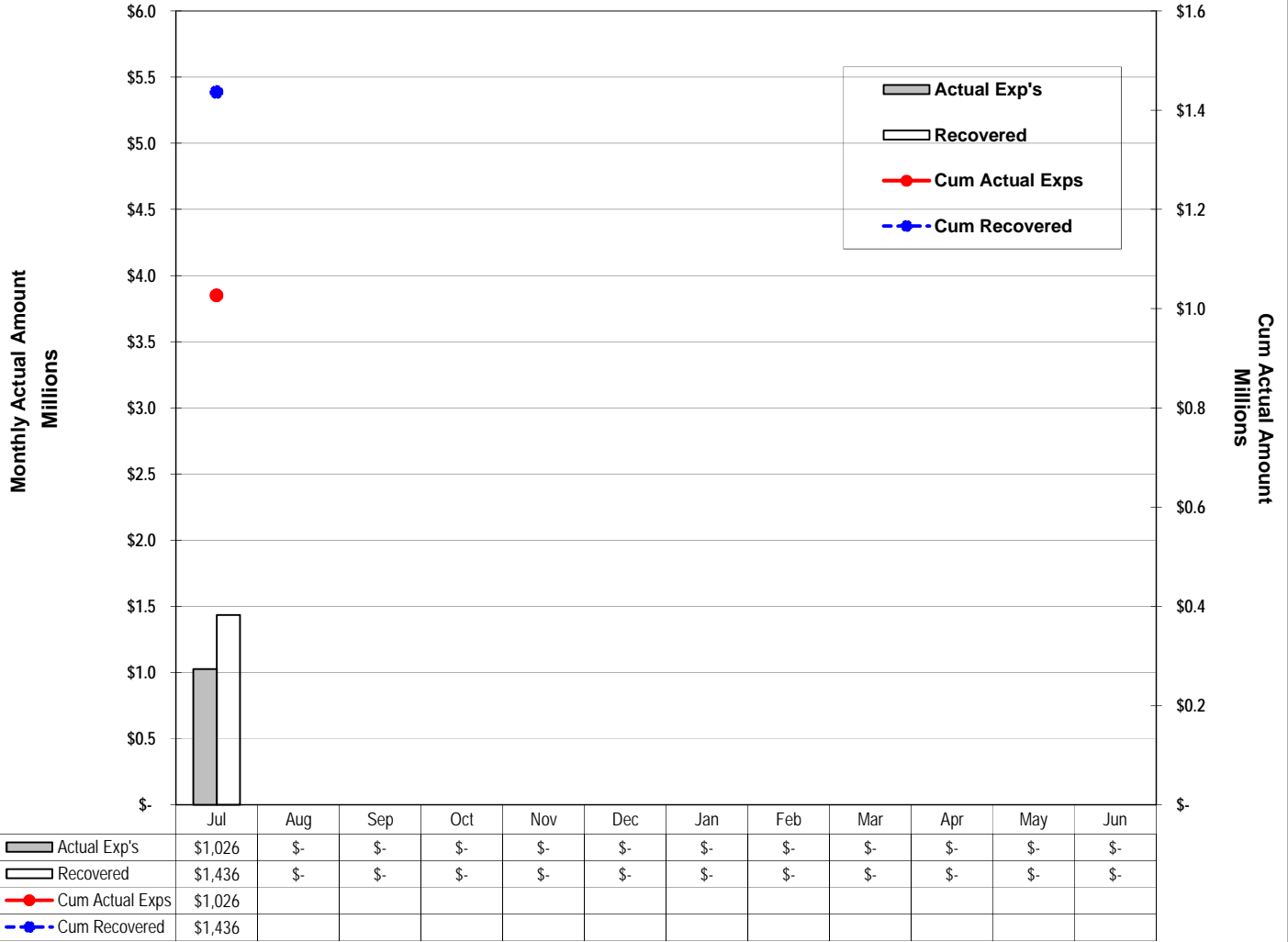
Actual interest income is plotted against the target amount. The amount credited to SCAG's account through July was \$15,738. The LA County Pool earned 2.19% in June.

SUMMARY

The amount projected for FY20 is \$95,000.



FY20 INDIRECT COST & RECOVERY



Attachment: CFO Monthly Report (CFO Monthly Report)

OVERVIEW

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

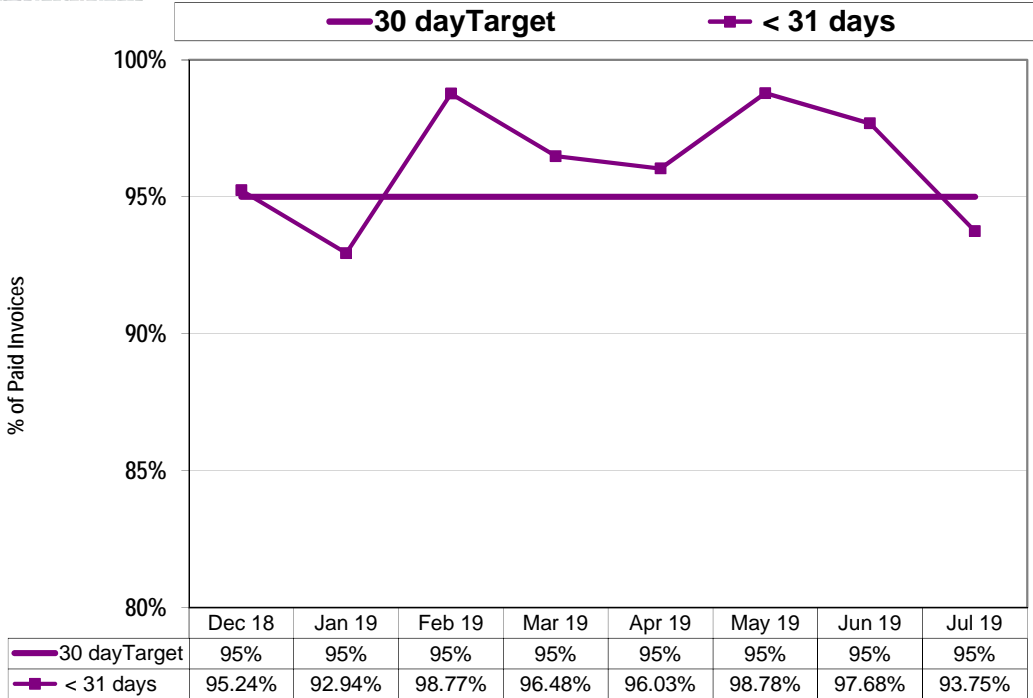
SUMMARY

Through July 2019, SCAG was over-recovered by \$409,851 due to unspent Indirect Cost budget.

Office of the CFO
Invoice Aging



INVOICE AGING



OVERVIEW

The percent of total invoices paid within 30 days. The target is to pay 95% of all invoices within 30 days. This goal was not met.

SUMMARY

93.75% of July 2019's payments were made within 30 days invoice receipt.

At month-end, 59 invoices remained unpaid less than 30 days.

Actual

OVERVIEW

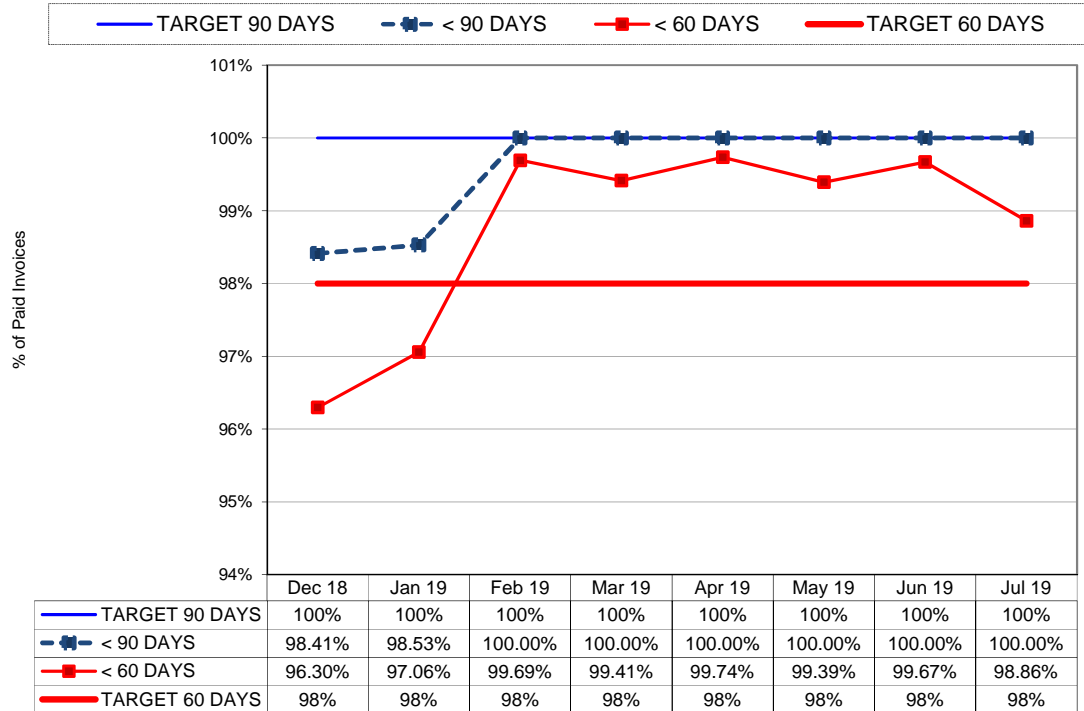
The percent of total invoices paid within 60 and 90 days. The target is to pay 98% of invoices within 60 days and 100% within 90 days.

SUMMARY

These goals were met during this period.

98.86% of July 2019's payments were within 60 days of invoice receipt and 100.00% within 90 days. Invoices unpaid 30-60 days totaled 14; 60-90 days: 5; >90 days: 3.

INVOICE AGING



Attachment: CFO Monthly Report (CFO Monthly Report)



Office of the CFO
Consolidated Balance Sheet

	6/30/2019	7/31/2019	Incr (decr) to equity	COMMENTS
Cash at Bank of the West	\$ 2,274,313	\$ 1,295,408		
LA County Investment Pool	\$ 8,156,890	\$ 8,574,092		
Cash & Investments	\$ 10,431,203	\$ 9,869,500	\$ (561,704)	TDA receipts of \$3.4 million, Dues received of \$1.0 million, less AP paid down \$2.3 million, less PERS prepayment \$2.7 million
Accounts Receivable	\$ 8,563,877	\$ 8,814,120	\$ 250,243	FTA net receipts of \$557K; FHWA net billings of \$940K; SB1 net receipts of \$138K.
Other Current Assets	\$ 4,795,774	\$ 6,806,690	\$ 2,010,916	Prepays increased by \$2.4 million mainly due to Calpers Employer Contribution; IC fund over-recovered \$410K; A/R other decreased by \$21K
Fixed Assets - Net Book Value	\$ 6,672,535	\$ 6,672,535	\$ -	No change.
Total Assets	\$ 30,463,389	\$ 32,162,845	\$ 1,699,455	
Accounts Payable	\$ (5,057,489)	\$ (2,774,365)	\$ 2,283,124	FY 19 Invoices paid down.
Employee-related Liabilities	\$ (313,270)	\$ (500,438)	\$ (187,168)	June had 5 unpaid working days while July had 8.
Deferred Revenue	\$ (532,677)	\$ (220,423)	\$ 312,254	\$312K of FY20 dues received in FY19 were taken into revenue
Total Liabilities and Deferred Revenue	\$ (5,903,435)	\$ (3,495,226)	\$ 2,408,209	
Fund Balance	\$ 24,559,954	\$ 28,667,619	\$ 4,107,665	
WORKING CAPITAL				
	6/30/2019	7/31/2019	Incr (decr) to working capital	
Cash	\$ 10,431,203	\$ 9,869,500	\$ (561,704)	
Accounts Receivable	\$ 8,563,877	\$ 8,814,120	\$ 250,243	
Accounts Payable	\$ (5,057,489)	\$ (2,774,365)	\$ 2,283,124	
Employee-related Liabilities	\$ (313,270)	\$ (500,438)	\$ (187,168)	
Working Capital	\$ 13,624,322	\$ 15,408,817	\$ 1,784,495	

Attachment: CFO Monthly Report (CFO Monthly Report)



Office of the CFO
Fiscal Year-To-Date Expenditure Report Through July 31, 2019

COMPREHENSIVE BUDGET

		Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	Staff & Allocated Fringe Benefits	540,920	540,920	38,821	-	502,099	7.2%
2	51001 Allocated Indirect Costs	674,563	674,563	48,409	-	626,154	7.2%
3	54300 SCAG Consultants	291,400	291,400	-	15,648	275,752	0.0%
4	54340 Legal costs	120,000	120,000	-	15,000	105,000	0.0%
5	55210 Software	-	-	-	-	-	#DIV/0!
6	55441 Payroll, bank fees	12,500	12,500	-	12,500	(0)	0.0%
7	55460 Mat & equip <\$5K	-	-	-	-	-	#DIV/0!
8	55510 Office Supplies	-	-	-	-	-	#DIV/0!
9	55580 Outreach	-	-	-	-	-	#DIV/0!
10	55600 SCAG Memberships	116,000	116,000	-	-	116,000	0.0%
11	55610 Professional Membership	11,500	11,500	-	-	11,500	0.0%
12	55620 Res mat/sub	2,000	2,000	-	-	2,000	0.0%
13	55730 Capital Outlay > \$5,000	-	-	-	-	-	#DIV/0!
14	55801 Recruitment Other	-	-	-	-	-	#DIV/0!
15	55830 Conference - Registration	1,000	1,000	-	-	1,000	0.0%
16	55860 Scholarships	32,000	32,000	-	-	32,000	0.0%
17	55910 RC/Committee Mtgs	25,000	25,000	-	-	25,000	0.0%
18	55912 RC Retreat	10,000	10,000	1,900	-	8,100	19.0%
19	55914 RC General Assembly	672,000	672,000	-	-	672,000	0.0%
20	55915 Demographic Workshop	28,000	28,000	-	-	28,000	0.0%
21	55916 Economic Summit	100,000	100,000	15,000	1	84,999	15.0%
22	55918 Housing Summit	20,000	20,000	-	-	20,000	0.0%
23	55919 Go Human	-	-	-	-	-	#DIV/0!
24	55920 Other Meeting Expense	75,000	75,000	13	28,336	46,651	0.0%
25	55925 RHNA Subrgl Delegation	500,000	500,000	-	-	500,000	0.0%
26	55xxx Miscellaneous other	101,966	101,966	1,212	286	100,468	1.2%
27	55940 Stipend - RC Meetings	210,485	210,485	9,000	-	201,485	4.3%
28	56100 Printing	30,000	30,000	-	-	30,000	0.0%
29	58100 Travel - outside SCAG region	92,500	92,500	-	-	92,500	0.0%
30	58101 Travel - local	36,500	36,500	-	-	36,500	0.0%
31	58110 Mileage - local	28,500	28,500	-	-	28,500	0.0%
32	58150 Travel Lodging	13,500	13,500	-	-	13,500	0.0%
33	58800 RC Sponsorships	200,000	200,000	200	-	199,800	0.1%
34	Total General Fund	3,945,334	3,945,334	114,555	71,771	3,759,007	2.9%
35							
36	Staff & Allocated Fringe Benefits	15,383,005	15,383,005	1,113,039	-	14,269,966	7.2%
37	51001 Allocated Indirect Costs	19,182,124	19,182,124	1,387,960	-	17,794,164	7.2%
38	54300 SCAG Consultants	29,075,454	29,075,454	25,087	5,308,371	23,741,996	0.1%
39	54302 Non-Profits/IHL	485,000	485,000	-	24,808	460,192	0.0%
40	54303 Consultants TC - FTA 5303	6,265,889	6,265,889	-	-	6,265,889	0.0%
41	54340 Legal Services - FTA 5303	200,000	200,000	-	-	200,000	0.0%
42	54360 Pass-through Payments	4,480,619	4,480,619	-	1,310,000	3,170,619	0.0%
43	55210 Software Support	250,000	250,000	-	-	250,000	0.0%
44	55250 Cloud Services	489,330	489,330	-	240,000	249,330	0.0%
45	5528x Third Party Contributions	5,739,013	5,739,013	284,301	-	5,454,712	5.0%
46	55284 Toll Credits	718,703	718,703	-	-	718,703	0.0%
47	55310 F&F Principal	239,928	239,928	19,553	200,744	19,632	8.1%
48	55315 F&F Interest	27,635	27,635	2,614	22,463	2,558	9.5%
49	55320 AV Principal	133,703	133,703	10,867	122,836	-	8.1%
50	55325 AV Interest	6,390	6,390	600	5,790	-	9.4%
51	55xxx Office Expenses	2,000	2,000	-	-	2,000	0.0%
52	55520 Hardware Supp	5,000	5,000	-	-	5,000	0.0%
53	55580 Outreach/Advertisement	50,000	50,000	-	-	50,000	0.0%
54	55610 Professional Memberships	2,500	2,500	-	-	2,500	0.0%
55	55620 Resource Materials - subscrib	934,455	934,455	4,655	11,637	918,163	0.5%
56	55730 Capital Outlay	300,000	300,000	-	-	300,000	0.0%
57	55810 Public Notices	57,000	57,000	-	62	56,938	0.0%
58	55830 Conf. Registration	3,500	3,500	-	-	3,500	0.0%
59	55920 Other Meeting Expense	54,000	54,000	-	-	54,000	0.0%
60	55930 Miscellaneous	294,228	294,228	-	-	294,228	0.0%
61	56100 Printing	15,000	15,000	-	-	15,000	0.0%
	58xxx Travel	293,750	293,750	900	-	292,850	0.3%
66	59090 Exp - Local Other	6,268,529	6,268,529	-	-	6,268,529	0.0%
	Total OWP & TDA Capital	90,956,755	90,956,755	2,849,575	7,246,711	80,860,469	3.1%
	Comprehensive Budget	94,902,089	94,902,089	2,964,131	7,318,483	84,619,476	3.1%

Attachment: CFO Monthly Report (CFO Monthly Report)



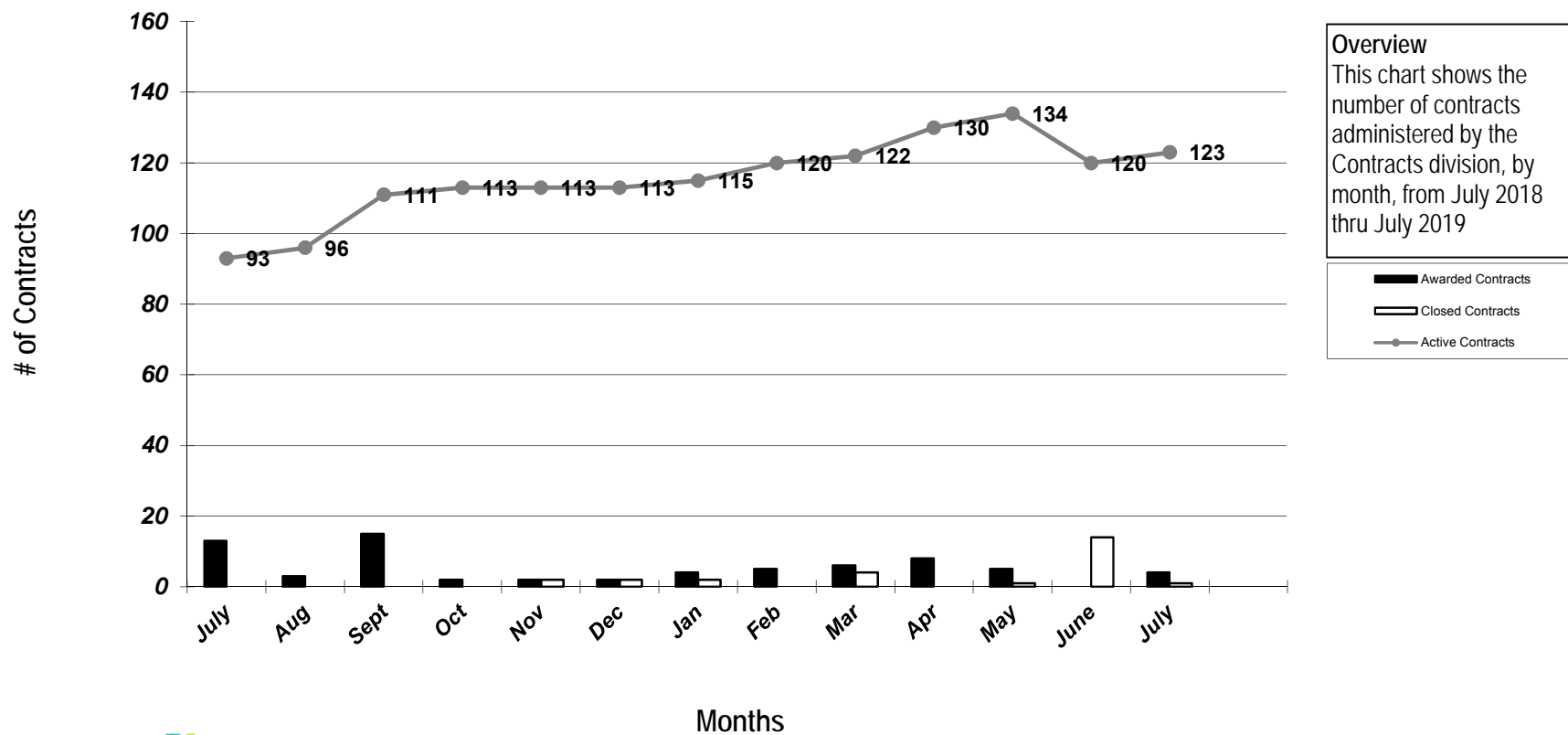
Office of the CFO
Fiscal Year-To-Date Expenditure Report Through July 31, 2019

INDIRECT COST EXPENDITURES

			Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	50010	Regular Staff	5,649,706	5,649,706	486,013		5,163,693	8.6%
2	50013	Regular OT	1,000	1,000	414		586	41.4%
3	50014	Interns, Temps, Annuit	75,000	75,000	5,905		69,095	7.9%
4	50030	Severance	80,000	80,000	-		80,000	0.0%
5	51xxx	Allocated Fringe Benefits	4,507,099	4,507,099	391,175	-	4,115,924	8.7%
6	54300	SCAG Consultants	292,150	292,150	1,998	-	290,153	0.7%
7	54301	Consultants - Other	1,041,600	1,041,600	-	112,353	929,247	0.0%
8	54340	Legal	40,000	40,000	-	1,500	38,500	0.0%
9	55210	Software Support	519,400	519,400	5,083	1,912	512,405	1.0%
10	55220	Hardware Supp	415,000	415,000	18,516	181,519	214,965	4.5%
11	55230	Computer Maintenance	250,000	250,000	-	-	250,000	0.0%
12	55240	Repair & Maint Non-IT	26,500	26,500	-	26,500	0	0.0%
13	55270	Software Purchases		-	-	-	0	#DIV/0!
14	55315	F&F Interest	11,604	11,604	1,098	-	10,506	9.5%
15	55325	AV Interest	19,745	19,745	1,853	-	17,892	9.4%
16	55400	Office Rent DTLA	1,538,000	1,538,000	77,131	1,460,869	0	5.0%
17	55410	Office Rent Satellite	260,000	260,000	12,776	247,224	0	4.9%
18	55415	Offsite Storage	5,000	5,000	-	-	5,000	0.0%
19	55420	Equip Leases	100,000	100,000	-	64,500	35,500	0.0%
20	55430	Equip Repairs & Maint	1,000	1,000	-	1,000	0	0.0%
21	55435	Security Services	100,000	100,000	-	66,514	33,486	0.0%
22	55440	Insurance	238,385	238,385	23,828	-	214,557	10.0%
23	55441	Payroll / Bank Fees	15,000	15,000	-	15,000	0	0.0%
24	55445	Taxes	5,000	5,000	-	-	5,000	0.0%
25	55460	Mater & Equip < \$5,000 *	64,000	64,000	-	-	64,000	0.0%
26	55510	Office Supplies	73,800	73,800	-	73,044	756	0.0%
27	55520	Graphic Supplies	2,500	2,500	-	-	2,500	0.0%
28	55530	Telephone	195,000	195,000	275	121,652	73,074	0.1%
29	55540	Postage	10,000	10,000	-	-	10,000	0.0%
30	55550	Delivery Svc	5,000	5,000	-	5,000	0	0.0%
31	55580	Outreach/Advertisement		-	-	-	0	#DIV/0!
32	55600	SCAG Memberships	76,200	76,200	-	-	76,200	0.0%
33	55610	Prof Memberships	1,500	1,500	-	-	1,500	0.0%
34	55611	Prof Dues	1,350	1,350	120	-	1,230	8.9%
35	55620	Res Mats/Subscrip	70,800	70,800	-	4,725	66,075	0.0%
36	55700	Deprec - Furn & Fixt	185,000	185,000	-	-	185,000	0.0%
37	55710	Deprec - Computer Equipment		-	-	-	0	#DIV/0!
38	55715	Amortiz - Software	1,684	1,684	-	-	1,684	0.0%
39	55720	Amortiz - Leasehold Improvements	62,500	62,500	-	-	62,500	0.0%
40	55800	Recruitment Notices	25,000	25,000	-	-	25,000	0.0%
41	55801	Recruitment - other	45,000	45,000	-	44,725	275	0.0%
42	55810	Public Notices	2,500	2,500	-	-	2,500	0.0%
43	55820	In House Training	30,000	30,000	-	-	30,000	0.0%
44	55830	Networking Meetings/Special Events	22,500	22,500	55	-	22,445	0.2%
45	55840	Training Registration	65,000	65,000	100	-	64,900	0.2%
46	55920	Other Mtg Exp	2,500	2,500	-	-	2,500	0.0%
47	55950	Temp Help	105,000	105,000	-	-	105,000	0.0%
	55930	Misc. Other	6,500	6,500	-	-	6,500	0.0%
	58200	Travel - Reg Fees		-	-	-	0	#DIV/0!
48	55xxx	Miscellaneous - other	6,500	6,500	-	-	6,500	0.0%
49	56100	Printing	23,000	23,000	-	5,358	17,642	0.0%
50	58100	Travel - Outside	82,800	82,800	179	-	82,621	0.2%
51	58101	Travel - Local	19,500	19,500	-	-	19,500	0.0%
52	58110	Mileage - Local	23,500	23,500	-	-	23,500	0.0%
53	58120	Travel Agent Fees	3,000	3,000	-	-	3,000	0.0%
54		Total Indirect Cost	16,396,323	16,396,323	1,026,518	2,433,395	12,936,411	6.3%

Attachment: CFO Monthly Report (CFO Monthly Report)

SCAG Contracts (Year to Date)



Overview
 This chart shows the number of contracts administered by the Contracts division, by month, from July 2018 thru July 2019

- Awarded Contracts
- Closed Contracts
- Active Contracts

Summary

The chart shows that the Contracts Department is managing One hundred-twenty-three contracts. Fifty-two are Cost Plus Fixed Fee contracts, 33 are fixed price contracts, and the remaining 38 are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). The Contracts Department anticipates issuing approximately 60 contracts for FY 2019-20. 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.

Office of the CFO
Staffing Report as of August 1, 2019



GROUPS	Authorized Positions	Filled Positions	Vacant Positions
Executive	8	7	1
Legal	2	2	0
Policy & Public Affairs	18	17	1
Administration	44	41	3
Planning & Programs	69	65	4
Total	141	132	9

OTHER POSITIONS

GROUPS	Limited Term Positions	Interns or Volunteers	Temp Positions	Agency Temps
Executive	0	0	0	0
Legal	0	0	0	0
Policy & Public Affairs	1	2	4	0
Administration	1	0	2	0
Planning & Programs	3	9	1	
Total	5	11	7	0

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