



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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## REGULAR MEETING

# EXECUTIVE/ ADMINISTRATION COMMITTEE

*Thursday, February 6, 2020  
9:00 a.m. – 10:00 a.m.*

**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 are also available at: [www.scag.ca.gov/committees](http://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 – February 2020***

- 1. Hon. Bill Jahn**  
Chair, Big Bear Lake, RC District 11
- 2. Hon. Rex Richardson**  
1st Vice Chair, Long Beach, RC District 29
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- 14. Hon. Margaret Finlay**  
Pres. Appt., Duarte, RC District 35
- 15. Sup. Luis Plancarte**  
Pres. Appt., Imperial County
- 16. Randall Lewis**  
Business Representative, Non-Voting Member

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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.*

**OUR VISION**

*Southern California's Catalyst for a Brighter Future*

**OUR CORE VALUES**

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

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Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700 – Policy B Meeting Room  
Los Angeles, California 90017  
**Thursday, February 6, 2020**  
**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**

**ACTION/DISCUSSION ITEM**

- 1. Resolution No. 20-618-1 Regarding Regional Funding for Housing Page 6  
*(Kome Ajise, Executive Director, SCAG)*

**RECOMMENDED ACTION FOR EAC:**

Recommend that the Regional Council adopt Resolution No. 20-618-1 and authorize SCAG to apply for advance funding of twenty-five (25) percent, or \$11,867,755, of its maximum eligible funding allowed under the Regional Early Action Program (REAP).

**RECOMMENDED ACTION FOR CEHD:**

For Information Only – No Action Required

**RECOMMENDED ACTION FOR EEC AND TC:**

Receive and File

**RECOMMENDED ACTION FOR REGIONAL COUNCIL:**

Adopt Resolution No. 20-618-1 and authorize SCAG to apply for advance funding of twenty-five (25) percent, or \$11,867,755, of its maximum eligible funding allowed under the Regional Early Action Program (REAP).

**CONSENT CALENDAR**

Approval Items

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2. Minutes of the Special Meeting - December 5, 2019 Page 21
  3. SCAG Memberships and Sponsorships Page 27
  4. 2020 State and Federal Legislative Platform Page 31
  5. ACA 1 (Aguiar-Curry) – Voter Approval Threshold Page 41
  6. SB 45 (Allen) - Climate Change Resiliency Bond Act of 2020 Page 45
  7. SB 795 (Beall, McGuire, Portantino) - Affordable Housing & Community Development Investment Program Page 50
  8. Contract Amendment: Contract 20-002-C01, Board Counsel Services Page 53
  9. Contracts \$200,000 or Greater: 20-043-C01, to Laptops, Associated Hardware, as well as four (4) years of Hardware Support Page 55
  10. Contracts \$200,000 or Greater: 20-016-C01, City of Ojai Maricopa Highway Demonstration Project Page 62
  11. Contracts \$200,000 or Greater: 19-062-C01, North Paramount Gateway Plan Page 79
  12. Contract Amendment Greater than \$75,000: 19-002-C01, Disadvantaged Communities Planning Initiative Page 96

Receive and File

13. State HCD Review Findings of SCAG's Draft RHNA Methodology Page 116
14. February State and Federal Legislative Update Page 122
15. Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 - \$74,999 Page 130
16. CFO Monthly Report Page 154

**CFO MONTHLY REPORT**

*(Basil Panas, Chief Financial Officer)*

**PRESIDENT'S REPORT**

*(The Honorable Bill Jahn, Chair)*

**EXECUTIVE DIRECTOR'S REPORT**

*(Kome Ajise, Executive Director)*

**FUTURE AGENDA ITEM/S**

**ANNOUNCEMENT/S**

**ADJOURNMENT**

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**AGENDA ITEM 1  
REPORT**

Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
February 6, 2020

**To:** Executive/Administration Committee (EAC)  
Community  
Economic & Human Development Committee (CEHD)  
Energy & Environment Committee (EEC)  
Transportation Committee (TC)  
Regional Council (RC)  
**From:** Kome Ajise, Executive Director, Executive Management,  
(213) 236-1835, Ajise@scag.ca.gov  
**Subject:** Resolution No. 20-618-1 Regarding Regional Funding for  
Housing

**EXECUTIVE DIRECTOR'S  
APPROVAL**

**RECOMMENDED ACTION FOR EAC:**

Recommend that the Regional Council adopt Resolution No. 20-618-1 and authorize SCAG to apply for advance funding of twenty-five (25) percent, or \$11,867,755, of its maximum eligible funding allowed under the Regional Early Action Program (REAP).

**RECOMMENDED ACTION FOR CEHD:**

For Information Only – No Action Required

**RECOMMENDED ACTION FOR EEC AND TC:**

Receive and File

**RECOMMENDED ACTION FOR REGIONAL COUNCIL:**

Adopt Resolution No. 20-618-1 and authorize SCAG to apply for advance funding of twenty-five (25) percent, or \$11,867,755, of its maximum eligible funding allowed under the Regional Early Action Program (REAP).

**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. 4: Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration. 7: Secure funding to support agency priorities to effectively and efficiently deliver work products.

**EXECUTIVE SUMMARY:**

***The California 2019-20 Budget Act, also known as Assembly Bill (AB) 101, appropriated two new one-time programs to provide regions and jurisdictions with grants for planning activities to***

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*enable jurisdictions to increase housing planning and accelerate housing production in order to meet housing needs as determined by the sixth Regional Housing Needs Assessment (RHNA). Up to \$47.5 million is available for SCAG under the Regional Early Action Planning Program (REAP) for eligible activities. SCAG recommends to adopt a resolution and authorize SCAG to apply for advance funding for up to twenty-five (25) percent, or \$11.9 million, the maximum allowed for initial early application.*

**BACKGROUND:**

The California 2019-20 Budget Act, also known as Assembly Bill (AB) 101, appropriated two new one-time programs to provide regions and jurisdictions with grants for planning activities to enable jurisdictions to increase housing planning and accelerate housing production in order to meet housing needs as determined by the sixth cycle Regional Housing Needs Assessment (RHNA). There are two programs created under AB 101, which are administered by the California Department of Housing and Community Development (HCD): the Local Government Planning Support Grants Program (LEAP) and the Regional Early Action Planning Program (REAP) (Health and Safety Code Sections 5015 – 5015.5). A total of \$250 million is available Statewide to fund both programs.

The LEAP program intended to provide funding directly to jurisdictions to support local planning efforts and process improvements to facilitate compliance and increase housing production. Cities and counties are authorized to form partnerships with other units of government, including SCAG, where the effort will directly affect land use or development within the participating jurisdiction(s). There are a variety of eligible uses of LEAP funding by jurisdictions, including education and outreach, rezoning strategies and environmental clearance, improving local ordinances that promote housing, surplus sites development, performing infrastructure planning, and covering technical assistance costs associated with eligible activities. Statewide, \$125 million is available for jurisdictions on an over-the-counter basis for applications due by July 1, 2020 under the LEAP program. The LEAP Notice of Funding Availability was issued by HCD on January 28, 2020 for over-the-counter applications that are due July 1, 2020. Cities and counties are eligible for the following maximum LEAP grants from HCD, based on 2018 population, totaling \$50.9 million region-wide:

<u>Population Range</u>	<u>Maximum Grant \$</u>
>= 750,000	1,500,000
300,000 - 749,999	750,000
100,000 - 299,000	500,000
60,000 - 99,000	300,000
20,000 – 59,999	150,000
<20,000	65,000

The REAP program is intended to provide funding to designated councils of governments including SCAG to accelerate housing production through regional programs and providing funding to local



jurisdictions based on criteria developed by SCAG. Of the \$125 million available statewide for the REAP program, SCAG is eligible to apply for up to \$47,471,023 in one-time funding. Eligible activities overlap with activities outlined in the LEAP program and can be used to supplement or support LEAP-funded activities along with those awarded using Senate Bill (SB) 2 Planning Grants.

### Eligible Activities

State Health and Safety Code 50515.02 provides specific eligible uses under the REAP program:

- Education and outreach strategy to inform local agencies of the need and benefits of taking early action related to the sixth cycle regional housing needs allocation and housing element updates;
- Rezoning and encouraging development by updating planning documents and zoning ordinances, such as general plans, community plans, specific plans, sustainable communities' strategies, and local coastal programs, expressly including:
  - Developing or improving an accessory dwelling unit ordinance
  - Establishing a workforce housing opportunity zone
  - Establishing a housing sustainability district
- Revamping local planning processes and tools to track and speed up housing production/process improvements that expedite local planning and permitting
- Performing infrastructure planning, including sewers, water systems, transit, roads, or other public facilities necessary to support new housing and new residents
- Strategy for increasing adoption of best practices that promote sufficient supply of housing affordable to all income levels
- Establishing regional or countywide housing trust fund for affordable housing
- Performing feasibility studies to determine the most efficient locations to site housing
- Covering the costs of technical assistance, temporary staffing or consultant needs associated with eligible activities

Several of these eligible activities are also specifically expressed as eligible activities for LEAP funding programs and SB 2 Planning grants. SB 2 Planning Grants, separate from AB 101, provide non-competitive funding and technical assistance to local jurisdictions to prepare, adopt, and implement plans and process improvements that streamline housing approvals and accelerate housing production. A chart of these eligible activities as specified in statute is attached to this report. REAP funds can be used to supplement ongoing or planned activities under these other programs since one of the primary objectives of the REAP program is to accelerate housing production. Additionally, other related activities may be eligible under REAP but have not yet been specifically addressed by HCD. SCAG staff will continue to update stakeholders of eligible activities to stakeholders as it becomes available.

### SCAG Regional Early Action Planning Program (REAP)

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SCAG staff presented a brief overview of AB 101 funding at the October 3, 2019 Community, Economic and Human Development (CEHD) Committee as an information item. As part of the overview, staff identified three main phases of REAP through the end of the program: (1) Outreach and Program Development; (2) Draft Program Framework and Guideline Development and; (3) Program Implementation.

### **Survey of Current and Future Funding Priorities**

The first phase of REAP is outreach and program development and to ensure that the goals of SCAG's REAP program align with the needs of jurisdictions, SCAG staff conducted a brief survey in January 2020, which was distributed to city and county managers and planning directors. The intent of the survey was to gather information on the structure of housing program implementation at the local level and the various priorities for housing funding for jurisdictions. Fifty-three (53) jurisdictions, or 27 percent, provided responses to the survey.

In regard to current funding priorities, the survey revealed a number of top priorities for jurisdictions. These include:

- Education, engagement and outreach (32%)
- Planning for housing-supportive infrastructure (15%)
- Performing feasibility studies (11%)

Other ranked priorities include technical assistance, streamlining local environmental clearance for housing, and streamlining planning and permitting. To implement these activities, jurisdictions indicated that they desired support or technical assistance from HCD, SCAG, and the Governor's Office of Planning and Research (OPR).

Additionally, SCAG staff interviewed a number of subregional agencies to discuss housing funding priorities at the subregional level and housing goal implementation through various funding mechanisms. Currently, one of the subregions has already developed environmental streamlining tools at the subregional level and would like to extend the tools to cover additional measures, which can be used to streamline housing projects at the local level.

Another subregion interviewed provided an overview of their plans to establish a subregional housing trust fund; the Legislature has authorized several in recent years. As part of the passage of AB 101 funding, establishing regional housing trust funds has been specifically identified as a possible activity eligible for funding.

SCAG will incorporate the survey results in developing the Housing Program Framework for REAP and its related funding priorities. The main priorities indicated by survey respondents will be folded

into some of the program areas proposed in the early application for REAP funding, as discussed in the following section.

### **Draft Program and Funding Framework**

At the October 3, 2019 CEHD Committee meeting, SCAG staff identified several draft program areas and funding categories for REAP grant funding. Based on this discussion, SCAG staff has developed a draft Program Framework with Program Objectives and Major Funding Elements, which is attached to this report. In order to advance the identified priorities, SCAG staff will be submitting an early application for REAP funding, pending CEHD Committee and Regional Council action.

### **Early Application for REAP Funding**

The REAP program includes an option for the designated councils of governments, including SCAG, to submit an early application for up to twenty-five (25) percent of the maximum amount it is eligible for – (\$47.5 million for SCAG), or \$11,867,755. The early advancement of funding is intended to jumpstart housing planning activities at the regional and local levels, and for costs of the 6<sup>th</sup> cycle RHNA underway. A portion of the funds may also be sub-contracted for eligible activities.

SCAG staff is proposing an Early Action Plan to apply for the 25 percent share to cover the cost of the 6<sup>th</sup> cycle RHNA Methodology and Allocation process, as well as, to fund the program development costs and some initial work associated with refining and delivering the Draft Program as described above. This would include developing a comprehensive outreach and community engagement program, procuring consultant support to develop guidelines for a direct allocation program, creating new funding categories within SCAG's 2020 Sustainable Communities Program to be issued this summer to support housing preservation and production, and conducting preliminary research and GIS analysis to identify opportunities and barriers to housing production in priority growth areas. The Early Action Plan also includes establishing an Early Action Fund to be leveraged with public and private funds to pilot and spread innovative practices, including by hosting a Housing Innovation Challenge.

A resolution authorizing the application for initial funding by the Regional Council is required prior to submitting an application. Pending recommendation from the CEHD Committee and approval from the Regional Council, SCAG staff will submit an application for the full 25 percent in advance of REAP funding in order to accelerate these key elements. A draft resolution for initial funding is attached to this staff report.

In regard to the full REAP program, SCAG will continue to refine the core elements of the larger framework and will update the Regional Council, CEHD, and stakeholders, in advance of seeking the full funding allocation. The application for the balance of eligible REAP funds must be submitted by COGs by January 31, 2021.

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### Next Steps

The 6<sup>th</sup> Cycle RHNA process will be completed by October 2020. SCAG staff will continue to participate in regular calls both with HCD staff, and with CalCOG and HCD, to obtain further details and information regarding the eligible activity and other program requirements and process to apply for the full REAP funding, as well as technical assistance for pending housing element updates implementing the RHNA. While HCD has indicated that the full guidelines for REAP funding will not be released until at least February, the consistent communication between SCAG and HCD will help SCAG prepare and further develop the Housing Program Framework for REAP.

All funds administered under AB 101, including both LEAP and REAP, must be expended by December 31, 2023. Annual reports for use of the REAP funds, along with a final report on the expenditure of funds, including an evaluation of jurisdiction actions taken to support the use of funds and impacts on housing production, will be due to HCD, for reporting to the Legislature, from SCAG by the end of 2024. SCAG staff will provide more updates and information to the Regional Council, CEHD Committee, and stakeholders as they become available.

### **FISCAL IMPACT:**

Current work on the Regional Housing Needs Assessment is included in the current FY 19-20 General Fund Budget (800.0160.03: RHNA). There is no immediate fiscal impact for the tasks proposed under these funds. When awarded, the AB 101 REAP funds will be programmed in the Overall Work Program (OWP).

### **ATTACHMENT(S):**

1. Resolution 20-618-1
2. Housing Program Framework
3. SB 2\_LEAP\_REAP
4. REAP survey.docx



RESOLUTION NO. 20-618-1

A RESOLUTION OF THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) APPROVING REGIONAL EARLY ACTION PROGRAM (REAP) RESOLUTION FOR ADVANCE ALLOCATION REQUEST

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

A NECESSARY QUORUM AND MAJORITY OF THE REGIONAL COUNCIL OF SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS ("APPLICANT") HEREBY CONSENTS TO, ADOPTS AND RATIFIES THE FOLLOWING RESOLUTION:

REGIONAL COUNCIL OFFICERS

- President Bill Jahn, Big Bear Lake
First Vice President Rex Richardson, Long Beach
Second Vice President Clint Lorimore, Eastvale
Immediate Past President Alan D. Wapner, San Bernardino County Transportation Authority

WHEREAS, the Southern California Association of Governments (SCAG) is the Metropolitan Planning Organization, for the six county region consisting of Los Angeles, Orange, San Bernardino, Riverside, Ventura, and Imperial counties;

WHEREAS, the State of California (the "State"), Department of Housing and Community Development ("Department") is authorized to provide up to \$125,000,000 to Councils of Governments and Fiscal Agents of Multiagency Working Groups under the Regional Early Action Planning grant program (REAP), the regional component of the Local Government Planning Support Grants Program (as described in Health and Safety Code section 50515.02);

COMMITTEE CHAIRS

- Executive/Administration 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

WHEREAS, the Department issued a Notice and Request for Advance Allocation on October 10, 2019 for Regional Early Action Planning grants available to Councils of Government and Fiscal Agents of Multiagency Working Groups;

WHEREAS, Applicant is a Council of Governments or Fiscal Agent of a Multiagency Working Group eligible to submit a Request for Advance Allocation pursuant to Health and Safety Code section 50515.02(d)(3) to develop and accelerate the implementation of the requirements contained in the Council of Governments or Multiagency Working Group's application pursuant to Health and Safety Code section 50515.02(d)(1) including the development of an education and outreach strategy related to the sixth cycle regional housing need allocation;

WHEREAS, the Department shall approve the advance allocation request, subject to the terms and conditions of Eligibility, Guidelines, NOFAs, Program requirements, and the Standard Agreement by and between the Department and Local Government Planning Support Grant Recipients; and

NOW, THEREFORE, BE IT RESOLVED, THAT the Applicant is hereby authorized and directed to request an advance allocation not to exceed \$11,867,755 (up to 25% of the amount allocated pursuant to Health and Safety Code section 50515.02(b) consistent with the methodology described in 50515.03(a)).

Attachment: Resolution 20-618-1 [Revision 1] (Resolution No. 20-618-1 Regarding Regional Funding for Housing)

**BE IT FURTHER RESOLVED THAT:**

1. The Executive Director of the Southern California Association of Governments is hereby authorized to execute the Advance Allocation Request, on behalf of the Applicant as required by the Department for receipt of REAP funds;

2. When the Applicant receives an advance allocation of REAP funds in the authorized amount of \$ 11,867,755 from the Department pursuant to the above referenced Advanced Allocation Request, it represents and certifies that it will use all such funds only for eligible activities as set forth in Health and Safety Code section 50515.02(d)(1), as approved by the Department and in accordance with all REAP requirements, guidelines, all applicable state and federal statutes, rules, regulations, and the Standard Agreement executed by and between the Applicant and the Department; and

3. The Executive Director of the Southern California Association of Governments is hereby authorized to enter into, execute, and deliver a State of California Standard Agreement for the amount of \$11,867,755, and any and all other documents required or deemed necessary or appropriate to evidence and secure the REAP advance allocation, the Applicant obligations related thereto, and all amendments the Department deems necessary and in accordance with REAP.

**PASSED, APPROVED AND ADOPTED** by the Regional Council of the Southern California Association of Governments at its regular meeting this 6<sup>th</sup> day of February, 2020.

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William "Bill" Jahn  
President, SCAG

Attested by:

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Kome Ajise  
Executive Director

Approved as to Form:

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Justine Block  
Deputy Legal Counsel

## SCAG: DRAFT Regional Housing Program Framework

### Program Objectives

- Advance Connect SoCal growth vision
- Link to 6<sup>th</sup> Cycle RHNA allocation; compliance
- Maximize funding allocations; Expend funding
- Complement and increase competitiveness for state funding programs, including by increasing number of “prohousing local policies” cities who receive preference in state programs.
- Build longer term capacity to address housing issues, including by:
  - Facilitating compliance with state housing law
  - Strengthening regional/sub-regional partnerships, collaborations and funding models
  - Establishing regional/subregional vision that marries housing/transportation objectives

### Preliminary Program Areas

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#### *Early Action Items (SCAG/AB 101 Funded)*

- **Stakeholder Engagement (Fall/Winter):** Survey, focus groups, President’s Housing Taskforce to gain input on program elements
- **Opportunity Analysis (May 2020)**—Consultant study analyzing barriers/opportunities to development in Connect SoCal Priority Growth Areas. Deliverables: Lit Review; Case Studies, Development Check-list.
- **Housing Innovation Challenge & Showcase (May 2020)**—Pending partnership with foundation to identify, showcase innovative planning, funding, or production models through competitive Call for Solutions (open to public, private, non-profit)
- **Collaborate, Align Regional Housing Initiatives**—Partner to form Regional Housing Steering Committee. Coalition of coalitions focused on leaders in public, private, non-profit sector.
- **RHNA Methodology/Allocation**—Reimburse staff expenses associated with 6<sup>th</sup> Cycle.

#### *Core REAP Program Elements (AB 101 Funded)*

- 1. Housing Planning & Policy Education & Local Leadership Development**
  - Policy Committees, Workshops, Trainings on RHNA, Housing Elements, Best Practices
  - Public Education Materials
- 2. Direct Allocations tied to RHNA Methodology**
  - **Sub-regional/City Partnerships Focused on Housing Element Updates**
    - Examples: Local/Regional Housing Elements, Model Ordinances, Uniform Standards
  - **Job-Transit-Housing Acceleration Fund**
    - Direct Allocation to jurisdiction with highest allocations of Existing Need
    - TOD Partnerships—Metrolink, County Transportation Commissions
- 3. Competitive Program: Expand/Augment Local Planning Technical Assistance Program**
  - **Example Categories:** Housing Supportive Infrastructure, EIFD, Parking Reform, 743, Smart Permitting System, Civic Engagement Plans
- 4. Regional Action Plan (Connect SoCal/RHNA alignment)**
  - Priority Growth Area Capacity Analysis & Data Tools to Support Housing Element Updates
  - Beyond Siting/Zoning: Regional Funding Models, Public Education Campaign, Etc...

**Eligible Statutory Uses of Housing Planning Funds  
Pursuant to SB 2 (2017) and AB 101 (2019)\***

	<b>Eligible Use or Topic</b>	<b>SB 2 H&amp;S 50470</b>	<b>LEAP H&amp;S 50515.03.</b>	<b>REAP H&amp;S 50515.02**</b>
<b>A</b>	Education and outreach strategy to inform local agencies of the need and benefits of taking early action related to the sixth cycle regional needs allocation and housing element updates		X	X
<b>B</b>	Rezoning and encouraging development by updating planning documents and zoning ordinances, such as general plans, community plans, specific plans, sustainable communities' strategies, and local coastal programs; Expressly including: <ul style="list-style-type: none"> <li>• Developing or improving an accessory dwelling unit ordinance</li> <li>• Establishing a workforce housing opportunity zone pursuant to Article 10.10, commencing with Gov. Code Section 65620</li> <li>• Establishing a housing sustainability district pursuant to Ch. 11, commencing with Gov. Code Section 66200.</li> </ul>	X	X  X  X  X	X
<b>C</b>	*Completing environmental clearance to eliminate the need for project-specific review.	X	X	
<b>D</b>	Revamping local planning processes and tools to track and speed up housing production/ process improvements that expedite local planning and permitting.	X	X	X
<b>E</b>	Performing infrastructure planning, including for sewers, water systems, transit, roads, or other public facilities necessary to support new housing and new residents.		X	X
<b>F</b>	*Partnering with other local entities to identify and prepare excess property for residential development		X	
<b>G</b>	Strategy for increasing adoption of best practices that promote sufficient supply of housing affordable to all income levels	X		X
<b>H</b>	Establishing regional or countywide housing trust fund for affordable housing			X
<b>I</b>	Performing feasibility studies to determine the most efficient locations to site housing			X
<b>J</b>	Covering the costs of technical assistance, temporary staffing or consultant needs associated with eligible activities	X	X	X
<b>K</b>	Other	X	X	X
	<b>Expenditure Deadline</b>	2022	2023	2023

Priority Policy Areas for Accelerating Housing Production

- Rezone to Permit By-right
- Expedited Processing
- Objective Design and Development Standards
- Specific Plans or Form-based Codes Coupled with CEQA Streamlining
- Accessory Dwelling Units or Other Innovative Building Strategies
- Housing Related Infrastructure Financing & Fee Reduction Strategies

\*Note that determination of whether some uses specified as eligible uses pursuant to SB or LEAP may also be eligible uses for the REAP program is yet pending determination by HCD.

\*\* Sub-allocation of funds must be used for housing-related planning activities, including, but not limited to permitting processes, tracking systems, planning tools; housing trust funds for affordable housing; infrastructure planning; and feasibility studies .(H&S 50515.02(f)).



# REAP Survey

## Survey Introduction

SCAG wants to know how we can best support your jurisdiction in planning for housing. The 2019-20 Budget Act appropriated funds for two new one-time programs to provide regions and jurisdictions with grants for local planning activities to enable jurisdictions to meet the sixth cycle of the regional housing need assessment (RHNA), to increase housing planning and accelerate housing production.

Under the **Local Government Planning Support Grants Program**, there are two separate appropriations – one for local governments directly (LEAP), and the **Regional Early Action Planning Program (REAP)** to be administered by councils of governments or specified regional entities. More information on LEAP and REAP can be accessed [here](#). A portion of the REAP funds will support RHNA processes of COGs, including completion of SCAG’s pending RHNA.

Your feedback is solicited in a brief survey to support establishing priorities for use of the REAP funds within the SCAG region, within the statutorily eligible uses. **This survey should take no longer than 10 minutes to complete.** Please consider the highest needs within your local government for the REAP funds. Consider them relative to the SB 2 or LEAP funds your jurisdiction may also receive for related planning activities, and accommodating the RHNA for your jurisdiction’s housing element update and any related implications for updating other general plan elements. Please submit your survey answers no later than Wednesday, January 22, 2020.

SCAG is considering multiple options and can administer the funds through a combination of technical assistance, competitive funding opportunities to counties, consultants or entities serving multiple jurisdictions, and through limited direct allocations to local governments. The planning activities are to accommodate the development of housing and infrastructure that will accelerate housing production in a way that aligns with state planning priorities, housing, transportation, equity, and climate goals.

HCD will issue Notices of Funding Availability (NOFAs) for each of these programs in the spring of 2020; these short-term funds must be expended by the end of 2023 and require subsequent reporting to the Legislature. These programs compliment the SB 2 Planning Grants most jurisdictions were eligible to apply for in 2019, and which have been or are currently being awarded by HCD (see [Accelerating Housing Production](#)).

We look forward to receiving your survey responses by January 22, 2020. If you have any questions about this survey or would like more information on SCAG’s Housing Program, please email [housing@scag.ca.gov](mailto:housing@scag.ca.gov).

## REAP Survey

1. Please type the name of your jurisdiction (optional): \_\_\_\_\_
  
2. This survey is being completed by, or on behalf of, which of the following?
  - Community Development or Planning Director
  - City Manager or other city or county administrator
  - Planner
  - Community Development or planning support staff
  - Other (please specify): \_\_\_\_\_
  
3. Estimate the approximate size of the Community Development, Planning, or Housing Department or other staff of your jurisdiction with housing-related responsibilities:
  - 0 – 2
  - 3 – 5
  - 6 – 10
  - 11- 24
  - 25 – 50
  - > 50
  
4. When was your jurisdiction’s most recent comprehensive or substantial General Plan update, including concurrent update of at least the land use, transportation, safety and housing elements?
  - Within the last 4 years (after January 2016)
  - 5-9 years ago ( 2011 – 2015)
  - 10-14 years ago (2006 - 2010)
  - 15-19 years ago (2000 – 2005)
  - Over 20 years ago (prior to 2000)
  - Don’t know
  
5. Of the recent legislative changes in State housing laws, as well as related general plan update provisions, rank your jurisdiction’s areas of greatest need for information or best practices (e.g. webinars, brochures, public information campaign, etc.)?
  - Housing element requirements
  - General plan update requirements, e.g., safety, environmental justice, conservation
  - Annual Progress Reporting requirements
  - Permit processing, Housing Accountability Act
  - Accessory Dwelling Units
  - Development standards restrictions
  - Residential development impact fees
  - Density bonus law
  - Inclusionary zoning
  - SB 2 Permanent Local Housing Assistance Program

## REAP Survey

6. Are there any other areas for which you would like more information not listed in question 5? If yes, please specify. \_\_\_\_\_
7. Indicate any of the following Priority Policy Areas for Accelerating Housing Production your jurisdiction has either adopted, have underway, or want to pursue:
- Rezoning to Permit By-right Development
  - Expedited Processing
  - Objective Design and Development Standards
  - Specific Plans or Form-based Codes Coupled with CEQA Streamlining
  - Accessory Dwelling Units or Other Innovative Building Strategies
  - Housing Related Infrastructure Financing & Fee Reduction Strategies
8. If your jurisdiction applied for or has been awarded SB 2 Planning funds by the State Department of Housing and Community Development (HCD), please check all of the following categories for the awarded or pending use of SB 2 Planning funding in your jurisdiction:
- Rezoning, updating planning documents and zoning ordinances. Examples include updating general plan, adopting community plans, specific plans, local coastal programs, etc.
  - Streamlining permitting process for environmental clearance.
  - Streamlining process to expedite local planning and permitting to speed up housing production
  - Adopting strategies and best practices to promote sufficient supply of housing affordable to all income levels.
  - Hiring consultants or temporary staffing, or the use of technical assistance associated with eligible activities
  - Jurisdiction did not apply for SB2 funds
  - Other (please specify): \_\_\_\_\_
9. How familiar are you with the Regional Early Action Planning Program (REAP) (also known as 2019-20 Budget Act or AB 101)? More information on REAP can be accessed [here](#).
- Hadn't heard of it before this survey
  - I've heard of upcoming State housing funding, but not specifics
  - I've read the provisions of AB 101 regarding LEAP and REAP funds prior to receiving this survey
10. Please rank the following eligible uses of REAP funding based on what your jurisdiction has the greatest or most immediate need for:
- Education, engagement and outreach to successfully adopt housing elements and promote housing production (e.g., community workshops, local leadership development, civic engagement plans, etc.)
  - Rezoning and encouraging development by updating planning documents and zoning ordinances (e.g., general plans, community or specific plans, sustainable

## REAP Survey

communities' strategies, accessory dwelling unit ordinances, local coastal programs)

- Streamlining local environmental clearance for housing development
- Streamlining planning and permitting to accelerate housing production (e.g. smart permitting or tracking system)
- Planning housing supportive infrastructure and its financing, e.g. sewer and water systems, roads, transit, and other public facilities, structuring EIFDs, parking or development impact fee reform
- Developing best practice strategies for promoting housing and housing affordability along with other related objectives (e.g., alignment with SCAG's Connect SoCal Plan, promoting priority growth area development and resource conservation; increasing mode shift, reducing VMT)
- Establish a county or regional housing trust fund for affordable housing
- Performing feasibility studies to determine efficient locations to site housing (adequate housing element land inventory sites, transit oriented development)
- Technical assistance, temporary staffing, or consultant needs associated with eligible activities

11. Are there any other uses of REAP funding not listed in question 10 that your jurisdiction has the greatest of most immediate need for? If yes, please specify. \_\_\_\_\_

12. How are each of the following policy or program types implemented in your jurisdiction: Changes to Land use plans or development regulations, application permitting (general plan, zoning ordinances, design review); Development or operation of housing programs, including administering local, state or federal loan or grant programs. Please check all that apply:

- By dedicated staff with housing expertise within the community development or planning department
- By available non-specialized staff of our jurisdiction
- Under contract with a County-level housing authority/commission
- By an independent third-party public agency other than the County
- By private for-profit Consultant(s)
- By non-profit community or housing development organization(s) (CBOs or CHDOs)
- Other (please specify): \_\_\_\_\_

13. When implementing or seeking to implement these activities, indicate your jurisdiction's desire for support, technical assistance or operation from or by external sources such as any of the following. Please check all that apply:

- California Department of Housing and Community Development (HCD)
- Governor's Office of Planning and Research (OPR)
- Caltrans
- SCAG
- Subregional agency

## REAP Survey

- County department, agency or housing authority
- Joint partnership authority (JPA) or administrative partnership of two or more public agencies, including HOME Consortium or CDBG Urban County Agreement, or Continuum of Care
- Private for-profit consultant(s)
- Nonprofit community or housing development organization(s)
- Unsure
- Need only funding of activities to be implemented by staff of our jurisdiction
- Any other agency or organization not listed. Please specify. \_\_\_\_\_

14. What extent of involvement with the REAP program is your jurisdiction interested in?

Check all that apply.

- Participation in initial focus group
- Participation in a working group on implementation
- SCAG-sponsored webinars, e.g. Toolbox Tuesdays
- Peer-learning opportunities with other local governments or stakeholders
- General reporting in SCAG newsletters or committee agendas
- Not sure
- Other (please specify): \_\_\_\_\_

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Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**February 6, 2020**

**MINUTES OF THE SPECIAL MEETING  
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)  
THURSDAY, DECEMBER 5, 2019**

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

The Executive/Administration Committee (EAC) of the Southern California Association of Governments (SCAG) held its Special Meeting at The L.A. Grand Downtown Hotel, Olympic Room, 333 S. Figueroa Street, Los Angeles, CA 90071. A quorum was present.

**Members Present**

<b>Hon. Bill Jahn, President</b>	<b><i>Big Bear Lake</i></b>	<b>District 11</b>
<b>Hon. Rex Richardson, 1<sup>st</sup> Vice President</b>	<b><i>Long Beach</i></b>	<b>District 29</b>
Hon. Peggy Huang, Chair, CEHD		TCA
Sup. Linda Parks, Chair, EEC		Ventura County
Hon. Jan Harnik, Chair, LCMC		RCTC
Hon. Margaret Clark, Vice Chair, LCMC	<b><i>Rosemead</i></b>	<b>District 32</b>
Sup. Luis Plancarte, President’s Appt.		Imperial County
Mr. Randall Lewis, Ex-officio	<b><i>Lewis Group of Companies</i></b>	Business Representative

**Members Not Present**

<b>Hon. Clint Lorimore, 2<sup>nd</sup> Vice President</b>	<b><i>Eastvale</i></b>	<b>District 4</b>
<b>Hon. Alan Wapner, Imm. Past President</b>		<b>SBCTA</b>
Hon. Stacy Berry, Vice Chair, CEHD	<b><i>Cypress</i></b>	District 18
Hon. David Pollock, Vice Chair, EEC	<b><i>Moorpark</i></b>	District 45
Hon. Cheryl Viegas-Walker, Chair, TC	<b><i>El Centro</i></b>	District 1
Hon. Jess Talamantes, Vice Chair, TC	<b><i>Burbank</i></b>	District 42
Hon. Frank Navarro, President’s Appt.	<b><i>Colton</i></b>	District 6
Hon. L. Dennis Michael, President’s Appt.	<b><i>Rancho Cucamonga</i></b>	District 9
Hon. Margaret Finlay, President’s Appt.	<b><i>Duarte</i></b>	District 35
Hon. Brian McDonald	<b><i>Chemehuevi Indian Tribe</i></b>	Tribal Govt Reg’l Plng Board

**Staff Present**

Kome Ajise, Executive Director  
Darin Chidsey, Chief Operating Officer

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Debbie Dillon, Chief Strategy Officer  
Ruben Duran, Board Counsel  
Joann Africa, Chief Counsel/Director of Legal Services  
Basil Panas, Chief Financial Officer  
Art Yoon, Director of Policy and Public Affairs  
Julie Loats, Chief Information Officer  
Sarah Jepson, Acting Director of Planning  
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 8:30 a.m. and asked Councilmember Jan Harnik, RCTC, to lead the Pledge of Allegiance.

In conjunction with SCAG’s Annual Economic Summit, President Jahn welcomed and introduced the Honorable Toni G. Atkins, President pro Tempore, California State Senate.

Senator Atkins thanked the members for the invitation to speak before the EAC. She praised President Jahn’s knowledge and background in housing. Senator Atkins remarked that since the State had made progress in transportation in terms of funding, she emphasized focusing more on housing as there is no easy solution to face the challenges in building housing for the state, the cities and our communities. She also remarked that funding is not the only solution but it is also about regulation and zoning. Senator Atkins articulated her commitment in partnering with SCAG and other agencies to resolve these issues and emphasized the need for collaboration. In closing, Senator Atkins expressed appreciation for SCAG for bringing together business, labor and local governments in working on these issues.

**PUBLIC COMMENT PERIOD**

There was no public comment speaker.

**REVIEW AND PRIORITIZE AGENDA ITEMS**

**There was no prioritization of agenda items.**

**CONSENT CALENDAR**

Approval Items

1. Minutes of the Meeting – November 7, 2019
-



- 
2. Approve Additional Stipend Payments
  3. SCAG Delegation Participation in Study Tour of Road User Charges, New Zealand and Australia – January 17-25, 2020
  4. SCAG Delegation Participation at the MuniWorld 2020 Conference, Tel Aviv, Israel, February 18 – 20, 2020
  5. Contracts \$200,000 or Greater: Contract Nos. 19-052-C01 through 19-052-C10, Information Technology (IT) Technical Project Resources
  6. Contracts \$200,000 or Greater: 20-014-C01, Westside Mobility Study
  7. Contracts \$200,000 or Greater: 20-015-C01, Beverly Hills and Hermosa Beach Bicycle and Pedestrian Safety and Encouragement Program
  8. Resolution No. 19-617-1 Approving Amendment 2 to the FY 2019-20 OWP

Receive and File

9. SCAG Transmittal of RHNA Methodology to HCD
10. State and Federal Legislative Monthly Update
11. CFO Monthly Report

Supervisor Linda Parks, Ventura County, asked a question on Agenda Item 5, related to “*Contracts \$200,000 or Greater: Contract Nos. 19-052-C01 through 19-052-C10, Information Technology (IT) Technical Project Resources.*” Leyton Morgan, Manager of Contracts, responded that staff is seeking approval for the contract amount of \$494,300 for this fiscal year while the remaining balance will be requested for appropriate approvals for the subsequent fiscal year, for a total contract amount not to exceed \$980,000.

A MOTION was made (Richardson) to approve Consent Calendar Agenda Items 1 – 8; Receive and File Items 9 – 11. Motion was SECONDED (Parks) and passed by the following votes:

**AYE/S:** Jahn, Richardson, Huang, Parks, Harnik, Clark and Plancarte.

**NOE/S:** None (0)

**ABSTAIN:** None (0)

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## **CFO MONTHLY REPORT**

Basil Panas, Chief Financial Officer, provided an update regarding the Caltrans audit and the independent external audit. Mr. Panas also reported that 72% of SCAG's membership dues have been collected.

Councilmember Jan Harnik, RCTC, asked a question regarding the two (2) cities in the SCAG region who are not members of SCAG. Mr. Panas responded the cities are Rancho Santa Margarita and Orange.

## **PRESIDENT'S REPORT**

President Jahn announced that he is seeking members to serve on the 2019-20 Bylaws and Resolutions Committee. If interested, he asked the members to contact staff.

President Jahn also announced that he is reappointing the members of the Nominating Committee who were appointed last February. These are: Chair is Immediate Past President Alan Wapner; Los Angeles County Representative Margaret Finlay; Orange County Representative Peggy Huang; San Bernardino County Representative Frank Navarro; Riverside County Representative Ben Benoit; Ventura County Representative Carmen Ramirez; and Imperial County Representative is Supervisor Luis Plancarte.

Finally, President Jahn announced he is seeking members for the General Assembly Host Committee and to notify staff if interested in serving on the committee.

## **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Kome Ajise expressed appreciation for the thoughtful discussions regarding Connect SoCal that took place at the November 7 meeting. A list of elected official briefings have been scheduled throughout the SCAG region and stated that either he or Darin Chidsey, Chief Operating Officer; or Sarah Jepson, Director of Planning, will be presenting in those briefings. To maximize public input, Mr. Ajise stated the Public Hearings have also been scheduled and also reported that the programmatic EIR (PEIR), which accompanies the RTP, is scheduled for a 45-day public review.

Mr. Ajise announced that Sarah Jepson has been appointed as Director of Planning. Ms. Jepson made remarks and expressed appreciation for the opportunity and provided background information regarding her experience. On behalf of the EAC, President Jahn congratulated Ms. Jepson on her new role at SCAG.

## **FUTURE AGENDA ITEM/S**

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None

**ANNOUNCEMENT/S**

President Jahn announced that the SCAG Annual Economic Summit will begin in a few minutes and thanked the members of the EAC for attending the meeting.

**ADJOURNMENT**

There being no further business, President Jahn adjourned the meeting at 8:51AM.

[MINUTES ARE UNOFFICAL UNTIL APPROVED BY THE EAC]

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Executive / Administration Committee Attendance Report

2019-20															Total M Attend To Da
MEMBERS	CITY	Representing	MAY	JUN	JULY	AUG	SEPT	OCT	NOV	DEC [Sp. Mtg]	JAN	FEB	MAR	APR	
Hon. Bill Jahn, Chair	Big Bear Lake	District 11		1		1	1	1	1	1					6
Hon. Rex Richardson, 1st Vice Chair	Long Beach	District 29		1		1	1	0	1	1					5
Hon. Clint Lorimore, 2nd Vice Chair	Eastvale	District 4		1		1	1	1	1	0					5
Hon. Alan Wapner, Imm. Past. Chair		SBCTA		1		1	1	1	1	0					5
Hon. Peggy Huang, Chair, CEHD		TCA		0		1	0	1	1	1					4
Hon. Stacy Berry, Vice Chair, CEHD	Cypress	District 18		1		1	1	0	1	0					4
Supervisor Linda Parks, Chair, EEC		Ventura County		1		0	1	1	0	1					4
Hon. David Pollock, Vice Chair, EEC	Moorpark	District 45		1		1	1	1	1	0					5
Hon. Cheryl Viegas-Walker, Chair, TC	El Centro	District 1		1		1	1	1	1	0					5
Hon. Jess Talamantes, Vice Chair, TC	Burbank	District 42		1		1	1	1	0	0					4
Hon. Jan Harnik, Chair, LCMC		RCTC						1	1	1					3
Hon. Margaret Clark, Vice Chair, LCMC	Rosemead	District 32		1		1	1	1	1	1					6
Hon. L. Michael Dennis, President's Appt.	Rancho Cucamonga	District 9		1		1	0	1	1	0					4
Hon. Margaret Finlay, President's Appt.	Duarte	District 35		1		1	1	1	1	0					5
Hon. Frank Navarro, President's Appt.	Colton	District 6		1		0	1	1	1	0					4
Supervisor Luis Plancarte, President's Appt.		Imperial County		0		1	1	1	1	1					5
Hon. Brian McDonald	Chemehuevi Indian Tribe	Tribal Government Regional Planning Board		0		1	1	1	0	0					3
Mr. Randall Lewis, Ex-Officio Member	Lewis Group of Companies	Business Representative		1		1	1	1	1	1					6

Attachment: EAC Attendance Sheet 2019 (Minutes of the Special Meeting - December 5, 2019)



**AGENDA ITEM 3**  
**REPORT**

Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**February 6, 2020**

**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 January 21, 2020, the Legislative/Communications and Membership Committee (LCMC) recommended approval of up to \$35,000 in memberships for the 1) California Contract Cities Association (\$5,000); 2) Mileage-Based User Fee Alliance (\$5,000); and 3) Mobility 21 (\$25,000); and up to \$7,500 in sponsorships for the 4) Local Government Commission’s 2020 California Adaptation Forum and 29<sup>th</sup> Annual Yosemite Policymakers Conference.*

*Staff recommended approval of these memberships and sponsorships through a consent calendar report on the January 21, 2020 LCMC agenda. This item was pulled from the consent calendar and voted on separately. After discussion, which centered primarily on the recommended membership in the Mileage-Based User Fee Alliance, the LCMC voted 7-5 to approve the memberships and sponsorships report in its entirety.*

**BACKGROUND:**

**Item 1:** California Contract Cities Association  
**Type:** Membership      **Amount:** \$5,000

California Contract Cities Association (CCCA) is a network of member cities united for a common cause. The goal of CCCA is to serve as an advocate for cities contracting for municipal services and to ensure they receive these services at a minimum cost. Through educational seminars, networking opportunities, and partnerships with numerous public, private, and not for profit organizations, the

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association provides meaningful resources to influence policy decisions affecting member cities. The Association is composed of 70 member cities and represents nearly seven million residents from across California.

SCAG staff is recommending that the agency maintain membership at the “Silver” level, which will provide SCAG with the following:

- An opportunity to attend monthly CCCA Board of Directors Meetings (meal cost included for one (1) company representative);
- Link to SCAG website in Associate Members Directory on CCCA website;
- Sponsor recognition (including signage) at educational seminars;
- Access to CCCA membership roster and conference registration lists;
- One (1) registration at the Annual Municipal Seminar;
- Participation on the Associate Members Program Steering Committee; and
- Access to select CCCA City Managers/Administration Committee meetings.

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**Item 2: Mileage-Based User Fee Alliance**

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

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The Mileage-Based User Fee Alliance (MBUFA) is a national non-profit organization that brings together government, business, academic, and transportation policy leaders to conduct education and outreach on the potential for mileage-based user fees as an alternative for future funding and improved performance of the U.S. transportation system. Formed in 2010, MBUFA is comprised of nearly 30 public and private sector entities from across the United States including AECOM, California Department of Transportation (Caltrans), CDM Smith, WSP (formerly Parsons Brinckerhoff), and seven other state departments of transportation. Staff is recommending continued membership in this group. MBUFA provides members with up-to-date information on all mileage-based use fee activities around the world through news updates, access to MBUFA workshops, reduced costs to MBUFA conferences, invitations to attend briefings at quarterly meetings, and input towards MBUFA’s educational efforts.

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**Item 3: Mobility 21**

**Type:** Membership                      **Amount:** \$25,000

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Mobility 21 is a coalition of public, business, and community stakeholders to pursue regional solutions to transportation challenges facing the SCAG region and San Diego County. Created in 2002 as an effort in Los Angeles County, Mobility 21 became a regional effort in 2007 with the primary goals to:

- Support practical solutions to Southern California’s transportation challenges;
-

- 
- Mobilize regional support for transportation funding and legislative priorities at the federal and state levels;
  - Unite political leaders around common priorities for transportation; and
  - Bring together residents, civic leaders, business groups, and industry experts to inspire them to act and educate them on how to effectively speak out in support of transportation initiatives.

SCAG is a founding member of Mobility 21 and Kome Ajise, SCAG's Executive Director, is a member of the coalition's board of directors.

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**Item 4:** Local Government Commission – 2020 California Adaptation Forum and 29<sup>th</sup> Annual Yosemite Policymakers Conference

**Type:** Sponsorship                      **Amount:** \$7,500

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The Local Government Commission is a non-profit organization dedicated to building livable communities and local leadership by connecting leaders via innovative programs and network opportunities, advancing policies through participation at the local and state level, and implementing solutions as a technical assistance provider and advisor to local jurisdictions. Because the Local Government Commission hosts many events throughout the year, sponsorships to both the California Adaptation Forum and the Yosemite Policymakers Conference were bundled under 1 invoice for approval.

#### 2020 California Adaptation Forum

The biennial California Adaptation Forum serves as the premier gathering for adaptation leaders and practitioners from across the state and nation. For the 2020 Forum, over 800+ participants will attend over three days to learn, connect, and build mutual support for action to address California's adaptation needs. The 2020 Forum will take place August 18-20, 2020, in Riverside, CA. SCAG staff recommends that the agency sponsor this event at the "Climate Adaptation Leader" level (\$5,000), which will provide SCAG with the following benefits:

- 2 complimentary Forum registrations;
- Display space; and
- Logo placement on the Forum website and program.

#### 2020 Yosemite Policymakers Conference

The annual Yosemite Policymakers Conference brings together 100+ participants, including California mayors, city council members, county supervisors, city managers, and other high level department heads to discuss the creation of innovative solutions for increasing resiliency and implementing smart-growth strategies in a time of rapid change. The Conference features a timely and inspirational agenda designed to assist California's local elected officials in finding the tools and support needed to implement innovative solutions to address society's most pressing challenges.

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The 2020 Conference will take place March 5-8, 2020 at Yosemite National Park. SCAG staff recommends that the agency sponsor this event at the “Conference Advocate” level (\$2,500), which will provide SCAG with the following benefits:

- Name/logo in promotional materials as a conference sponsor;
- Name/logo on the conference website as a conference sponsor;
- On-site acknowledgement of support during the conference program;
- Logo projected on-screen between sessions;
- Special 50% discount code for one representative from organization; and

Special 10% off discount code on conference registration for local policymakers within organization’s network.

**FISCAL IMPACT:**

\$42,500 for memberships/sponsorships is included in the approved FY 19-20 General Fund budget.





**AGENDA ITEM 4  
REPORT**

Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**February 6, 2020**

**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:** 2020 State and Federal Legislative Platform

**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:**

*Each year, the Regional Council adopts a legislative platform for the state and federal legislative sessions for that year. The state and federal legislative platform for 2020 encompass both broad and specific policy-oriented objectives of the agency that build upon long-standing, Regional Council-adopted policies. The Legislative/Communications & Membership Committee (LCMC) discussed a draft platform at its November 19, 2019 meeting. At its December 18, 2019 meeting, the LCMC recommended that the Regional Council adopt the platform. Upon adoption, staff will immediately work to advance these priorities in the 2020 session.*

**BACKGROUND:**

SCAG maintains a State and Federal Legislative Platform, which consists of the Regional Council's positions on policies and legislative initiatives related to SCAG’s core planning and policy areas that need the leadership and support of the California State Legislature and United States Congress to resolve challenges facing the SCAG region. The recommended state and federal legislative principles for 2019 encompass broad, policy-oriented objectives of the agency that build upon long-standing, Regional Council-adopted policies.

State

The State Legislature first convened for the 2019-20 session on December 3, 2018 when new members were sworn-in and Senate and Assembly desks were opened for bill introductions. Since the start of session, more than 3,000 bills and resolutions were introduced. On the Assembly side, Assemblymembers are allowed to introduce not more than 50 bills in a regular two-year session. On

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the Senate side, Senators are limited to 40 bill introductions over the same time period. The State Legislature concluded the first year of its two-year session on September 13, 2019 and reconvened for its second year on January 6, 2020. The state policy areas include:

<b>State</b>	
Active Transportation	Affordable Housing
Building Resilience	Cap & Trade
Congestion Reduction	Freight & Goods Movement
Government Efficiency	Project Streamlining
Technology & Data	Transportation Development Act
Transportation Funding	Transportation Safety

**Federal**

The 116<sup>th</sup> United States Congress first convened in Washington, D.C. on January 3, 2019. Like the California State Legislature, Congress meets for two years. The 116<sup>th</sup> Congress will conclude on January 3, 2021. The federal policy areas include:

<b>Federal</b>	
Affordable Housing & Homelessness	Aviation
Environment & Air Quality	Freight & Goods Movement
Project Streamlining	Public-Private Partnerships
Public Transit & Mobility	Reauthorization of the FAST Act
Transportation Funding	

At the LCMC’s November 19, 2019 meeting, Committee Members offered their feedback on staff’s proposed draft, as well as policy direction on the restoration of redevelopment agencies and the expansion of tax increment financing, federal housing and homelessness programs, airline passenger facility charges, California’s ability to establish its own tailpipe emission standards and zero-emission vehicle requirements, and a transition to a mileage-based road user fee. There was robust discussion on these issues and the draft platform was updated to reflect the direction of the LCMC.

Committee Members deliberated several viewpoints on whether the 2020 State and Federal Legislative Platform should include a bullet point expressing support for a transition from the federal gas tax to a mileage-based user fee mechanism (also known as Vehicle Miles Traveled (VMT)) to fund transportation at the federal level. Several members of the Committee expressed support for this, consistent with SCAG’s current 2016 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and the draft 2020 Connect SoCal. Concerns were raised,

however, relating to consumer privacy, equity for low-income and rural users, and return to source for the regions generating the revenues.

At the LCMC's December 17, 2019 meeting, Committee Members reviewed three options for potential inclusion in the draft 2020 State and Federal Legislative Platform which would express support for the transition to a mileage-based user fee system, while also addressing the concerns shared at the previous month's meeting. Discussion ensued and the LCMC voted 8-5 to include what is now bullet point number 30 in the federal "Transportation Funding" section of the legislative platform.

The remaining balance of the platform was unanimously adopted by the 10 Committee Members present for that vote.

**RECOMMENDATION:**

The 2020 State and Federal Legislative Platform is designed to encompass a broad range of legislative proposals that may be advanced throughout the 2020 legislative sessions at the state and federal levels. Action on specific legislation pursuant to this platform, if adopted, will be brought again to the LCMC and RC for consideration and action as the legislative calendar permits throughout the year.

Staff presented the 2020 state and federal legislative platform to the LCMC on November 19, 2019 and December 18, 2019. At its December 18, 2019 meeting, the LCMC voted to recommend a "support" position to the Regional Council.

**FISCAL IMPACT:**

Work associated with the 2020 State and Federal Legislative Platform is contained in the Indirect Cost budget, Legislation 810-0120.10.

**ATTACHMENT(S):**

1. 2020 State & Federal Leg Platform



## 2020 State & Federal Legislative Platform

### ABOUT SCAG

Founded in 1965, the Southern California Association of Governments (SCAG) is a Joint Powers Authority under California state law, established as an association of local governments and agencies that voluntarily convene as a forum to address regional issues. Under federal law, SCAG is designated as a Metropolitan Planning Organization (MPO) and under state law as a Regional Transportation Planning Agency and a Council of Governments.

The SCAG region encompasses six counties (Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura) and 191 cities in an area covering more than 38,000 square miles. The agency develops long-range regional transportation plans including sustainable communities strategy and growth forecast components, regional transportation improvement programs, regional housing needs allocations, and a portion of the South Coast Air Quality management plans. In 1992, SCAG expanded its governing body, the Executive Committee, to a 70-member Regional Council to help accommodate new responsibilities mandated by the federal and state governments, as well as to provide more broad-based representation of Southern California's cities and counties. With its expanded membership structure, SCAG created regional districts to provide for more diverse representation. The districts were formed with the intent to serve equal populations and communities of interest. Currently, the Regional Council consists of 86 members.

In addition to the six counties and 191 cities that make up SCAG's region, there are six County Transportation Commissions that hold the primary responsibility for programming and implementing transportation projects, programs and services in their respective counties. Additionally, SCAG Bylaws provide for representation of Native American tribes, Air Quality Districts, and the Transportation Corridor Agencies on the Regional Council and Policy Committees.

### SCAG'S LEGISLATIVE PROGRAM

SCAG maintains a State and Federal Legislative Program, which consists of the Regional Council's positions on policies and legislative initiatives related to SCAG's core planning and policy areas—transportation, air quality, freight/goods movement, housing, environmental impact, sustainability, and economic recovery and job creation—that need the leadership and support of the California State Legislature and Congress to resolve challenges facing the SCAG region.

SCAG's legislative efforts are the product of a committee process whereby the agency's Legislative/Communications & Membership Committee, comprised of elected officials from throughout the region, identifies and recommends specific legislative action for consideration by the Regional Council with respect to state and federal legislation affecting the SCAG region.

The following state and federal legislative principles for 2020 encompass broad, policy-oriented objectives of the agency that build upon long-standing, Regional Council-adopted policies.

## STATE

### Active Transportation

1. Support increased funding to the state's Active Transportation Program (ATP) to provide the resources necessary for First/Last Mile Improvements (i.e., pedestrian and bicycle infrastructure to connect transit riders to stations); separated, on-street bike facilities to increase safety; multi-use trails (i.e., along river and utility corridors, rails to trails projects, etc.); Safe Routes to School Programs; and other strategies to increase safe walking and biking.
2. Support efforts that build off the many successes of the ATP by simplifying project delivery, building local capacity to deliver transformative projects, and providing regions greater flexibility to innovate and strategically invest funds to meet local needs.
3. Support and encourage investing in active transportation infrastructure as a component of other state-funded transportation improvement projects recognizing the critical role walking, biking, and complete streets serve in connecting the multi-modal transportation system.
4. Support legislation that protects the safety of active transportation users and ensure any new legislation related to new mobility devices (scooters, etc.) and automated vehicles adequately addresses the needs of these modes.

### Affordable Housing

5. Continue to refine and update cap-and-trade's Affordable Housing Sustainable Communities Program (AHSC) guidelines to better reflect the reality of Southern California's growth patterns, such as Integrated Connectivity Projects. Support a regional equity goal for the programming of AHSC revenues, and commit to continued resources for technical assistance and capacity building.
6. Advocate for the consistency within state law the sometimes competing demands contained within SB 375 and the Regional Housing Needs Assessment (RHNA).
7. Support the restoration and expansion of tax increment tools to build affordable housing stock, improve public transit, and reduce climate-warming carbon emissions. Incentivize collaboration among potentially impacted jurisdictions by sharing the net proceeds from future tax increment financing districts, and emphasize tax increment as a public financing tool that does not increase taxes to residents.
8. Advocate for the reinstatement of the practice that allows cities and counties to share or trade RHNA allocations as a tool that equips local jurisdictions to facilitate not only effective planning for housing, but its actual development.
9. As the homeless population continues to grow in our region, support new state funding programs to assist cities, counties, and regional collaborations to address the challenges associated with homelessness.

### Building Resilience

10. Advocate that communities affected by natural disasters receive the resources they need to rebuild.
11. Support programs that provide the resources necessary for communities to prepare for the consequences of a changing climate and resulting natural disasters.

### Cap & Trade

12. Support transparency, sufficient allocation, and equitable distribution to the SCAG region of Greenhouse Gas Reduction Fund (GGRF) resources commensurate with the region's responsibility and opportunity in meeting the state's overall GHG reduction goals.
13. Support continued investment in GGRF-funded programs that reflect the physical and social realities of the diverse communities across the SCAG region, such as the Clean Vehicle Rebate Project, Single-Family Energy Efficiency, and Low Income Weatherization programs.

14. Offer state-funded technical assistance to communities throughout California to more successfully access GGRF resources and support efforts to increase accessibility to GGRF-funded programs by directing outreach to programs for which the regions of the state are best suited to achieve GHG reduction.
15. Support program guidelines and scoring criteria that recognize and are sensitive to California’s urban and suburban built environment.
16. Support the increased percentage of the continuous appropriations for the GGRF-funded Transit & Intercity Rail Capital Program and Low Carbon Transit Operations Program as a way to promote transit expansion, ridership, and carbon reduction.

#### Congestion Reduction

17. Support legislation that expands access to commuter benefit programs for employees.
18. Support legislation that would develop new strategies for reducing congestion caused by school trips, such as expanding access to free or reduced student transit passes, supporting school bussing programs, or funding ongoing Safe Routes to Schools programs.
19. Support local pilot programs and funding mechanisms that employ innovative transportation strategies that reduce congestion and improve mobility, such as congestion or cordon pricing systems, while promoting equity measures.
20. Support dedicated funding for Transportation Demand Management (TDM) programs and strategies.

#### Freight & Goods Movement

21. Support increased funding to the Trade Corridors Enhancement Program (TCEP), building upon the success of the Trade Corridors Improvement Fund (TCIF), to provide the resources necessary for critical infrastructure enhancements along the State’s high-volume freight corridors.
22. Support funding to preserve and maintain transportation infrastructure for key regional goods movement infrastructure and corridors that link freight facilities and systems to the rest of the nation.
23. Support the creation of programs designed to assist in leveraging technology to improve freight mobility, increase goods movement efficiency, reduce harmful emissions, mitigate negative impacts on disadvantaged communities, and address shifting consumer behaviors (i.e., e-commerce).

#### Government Efficiency

24. Update the Ralph M. Brown Act to give public agencies the flexibility to omit a lengthy and time-consuming “Roll Call” process during a public vote, while maintaining the existing practice of recording and publishing the individual members’ votes and making those votes available for public review.

#### Project Streamlining

25. Support California Environmental Quality Act (CEQA) reform to expedite and streamline both project development and delivery, especially for transportation, transit-oriented, infill, and/or housing projects.
26. Support measures that require transparency in CEQA litigation and eliminate duplicative CEQA lawsuits.
27. Support innovative approaches to reform and streamline CEQA where reasonable, including, but not limited to, proposals to establish a CEQA-specific court or judicial procedure that is specialized in CEQA case law and related statutes in an effort to expedite legal review of CEQA challenges.
28. Provide judicial streamlining and an accelerated schedule for judicial review for projects challenged under CEQA when those projects have a clear public benefit, such as transportation, transit-oriented, infill, and/or housing projects.

#### Technology & Data

29. Support the incorporation of new technologies and innovations into national and state transportation systems, such as advancements in alternatively powered zero/near-zero emission vehicles, autonomous

vehicles, aviation, maritime, commerce, and small electric mobility devices that both improve transportation accessibility, efficiency, and capacity and reduce environmental impacts.

30. Secure funding to support the coordination among state agencies, MPOs, and other government entities to collect and share data, which reflects emerging technologies and mobility choices.
31. Encourage and support legislation related to Transportation Network Companies (TNCs), motorized scooters, and bike share systems to ensure new regulations adequately protect users of all modes and support the ability of local jurisdictions to secure access to public interest data, including ridership data, for local and regional planning purposes.
32. Encourage and support the coordination between the State and the U.S. Census Bureau's effort for developing and using census products, including the decennial U.S. Census, America Community Survey, and Census Transportation Planning Package.

#### Transportation Development Act

33. Support the development of greater efficiencies within the Transportation Development Act while streamlining and updating performance metrics relating to farebox recovery.
34. Support existing statutory authorization allowing SCAG to receive up to three-quarters of one percent of TDA revenues from SCAG-region county transportation commissions for transportation planning and programming responsibilities.

#### Transportation Funding

35. Protect all existing and new sources of transportation funding from borrowing, use for any purpose other than transportation, or new conditions on the distributions of funds that reprioritize transportation projects.
36. Support regional equity consideration for any funding source to ensure Southern California receives its fair share of funding based upon population, burden, and other quantifiable measures corresponding with the funding source.
37. Support efforts that reduce the expense of transportation improvement projects by controlling the escalating costs associated with stormwater runoff requirements.
38. Support increased funding for transportation projects based on applied regional performance metrics.
39. Support new funding for transportation agencies to offset the cost of implementing climate change initiatives, such as the Innovative Clean Transit regulation and the purchase of zero emission vehicles and infrastructure.
40. Support legislation that would decrease the voter approval threshold—from the current requirement of 67% to 55%—for the creation, extension, or increase of local transportation tax measures similar to the authority given to school districts.
41. Reemphasize the need for the California High Speed Rail Authority to secure funding from non-Prop. 1A sources for other critical rail infrastructure projects, such as grade separations, to deliver the balance of the Authority's \$1 billion commitment to the Southern California region.

#### Transportation Safety

42. Maintain active participation in the state's Zero Traffic Fatalities Task Force, which will compile a report to the Secretary of Transportation to evaluate whether an alternative to the current process for setting speed limits should be considered and make recommendations on other steps to increase pedestrian and bicyclist safety.
43. Work with the state and local partners to identify new tools and funding mechanisms to achieve the region's safety targets.

## FEDERAL

### Affordable Housing & Homelessness

1. As the homeless population continues to grow in our region, support new federal grant programs to assist cities, counties, and regional collaborations address homelessness challenges through supportive housing models and planning grants.
2. Support increased funding for critical federal programs that local governments depend on, including the Community Development Block Grants (CDBG) and the HOME Investment Partnerships Program (HOME), that are effective tools to confront the housing affordability crisis and expand economic opportunity for residents in Southern California.

### Aviation

3. Support flexibility with respect to the Airport Improvement Program, a federal grant program that provides funding to airports to help improve safety and efficiency.
4. Advocate for and seek out funding opportunities from the Federal Aviation Administration, which can help SCAG conduct airport passenger studies, planning activities, and forecasting models.
5. Support legislation that raises and indexes the cap on the passenger facility charge giving local airports the option to adjust their user fees to make needed infrastructure improvements to airport facilities and for projects that promote access to the airport.
6. Oppose efforts to divert September 11 Security Fees for uses not related to the nation's aviation transportation system.

### Environment & Air Quality

7. Recognizing California's unique air quality challenges, support the authority of the State of California to establish its own tailpipe greenhouse gas emissions standards and zero-emission vehicle (ZEV) requirements.
8. Support the ability of county and local governments to follow the state's lead by purchasing vehicles only from manufacturers that share California's commitment to its tailpipe and ZEV goals.

### Freight & Goods Movement

9. Support funding proposals that maintain and expand transportation infrastructure for key regional goods movement infrastructure and corridors that link freight facilities and systems to the rest of the nation.
10. Support the continuation of, and increased investment in, federal discretionary grant opportunities such as the Infrastructure for Rebuilding America (INFRA) and Better Utilizing Investments to Leverage Development (BUILD) program.
11. Expand the INFRA program to include both competitive and formula-based awards and support increased transparency measures for competitive grant awards.
12. Support increased federal freight funding through the establishment of a dedicated freight trust fund so that revenues can be distributed to states and regions that are most impacted by goods movement.
13. Support the creation of programs designed to assist in leveraging technology to improve freight mobility, increase goods movement efficiency, reduce harmful emissions, mitigate negative impacts on disadvantaged communities, and address shifting consumer behaviors (i.e., e-commerce).

### Project Streamlining

14. Support measures that expedite and streamline both project development and delivery.

### Public-Private Partnerships

15. Support further development and implementation of Public-Private Partnerships (P3s) that are transparent, accountable, and marry the policy goals of the public sector with the financial expertise of



the private sector to improve project development and delivery throughout the region, including support of improved P3 design-bid-build and design-build procurement processes.

16. Oppose efforts that would seek to supplant existing transportation funding sources with P3 financing opportunities.
17. Support improved performance standards to measure success, curtail project delays, reduce expenditures, and increase expenditure accountability.
18. Support private activity bonds, debt instruments that raise capital for revenue-generating highway and freight transfer projects, and restore tax exemption for advance refunding bonds, debt instruments that allow an issuer to pay off another outstanding bond in order to allow savings to be reinvested in additional infrastructure upgrades at airports, sea ports, qualified highway or surface freight transfer facilities, affordable housing, and other projects with a clear public benefit.
19. Support efforts to protect the tax exemption of municipal bonds.

#### Public Transit & Mobility

20. Support efforts that expand public transit projects and service, both bus and rail, in the region to reduce congestion and enhance sustainability.
21. Support federal grant or pilot programs for comprehensive planning that encourages Transit Oriented Development (TOD) opportunities to connect housing, jobs, and mixed-use development with transportation options and broaden eligibility guidelines to include MPOs.
22. Support legislation related to emerging mobility services to ensure new federal regulations support the ability of local jurisdictions to secure access to public interest data, including ridership data, for local and regional planning purposes.
23. Oppose efforts that undermine the authority of states and local governments to enact their own regulations related to autonomous vehicles (AVs).

#### Reauthorization of the FAST Act

24. Support a long-term reauthorization of the FAST Act with increased federal funding to provide stable investments into the national infrastructure and transportation system.
25. Renew the INFRA program, which provides dedicated, discretionary funding for projects that address critical issues facing our nation's major freight corridors.
26. Expand eligibility for any planning awards under the reauthorized FAST Act to include MPOs as eligible recipients.
27. Support a surface transportation reauthorization bill that includes incentive funding to reward self-help jurisdictions. This model recognizes that self-help jurisdictions take risks and make significant local investment while leveraging federal dollars to deliver transportation improvements.
28. Support efforts to increase planning funds that help state and regional governments address impacts associated with climate change, with the goal of making our infrastructure more resilient.

#### Transportation Funding

29. Support new transportation and infrastructure funding sources, including federal grant programs that provide additional investment into the national infrastructure and transportation system.
30. Support a transition to a mileage-based user fee funding mechanism as a replacement to state and federal gas taxes to provide sustainable funding to meet our nation's transportation infrastructure needs and maintain system management, preservation and resilience. Support measures that protect privacy, promote equity, and guarantee return-to-source. Support modest increases to the federal gasoline taxes to maintain purchasing power.
31. Support sustainable solutions that restore the long-term solvency of the Highway Trust Fund, including expanding tolling options on the interstate highway system and providing support for states willing to research and/or pilot innovative revenue programs.

32. Support innovative financing tools and expand the Transportation Infrastructure Finance and Innovation Act (TIFIA) program.
33. Support dedicated funding for Transportation Demand Management (TDM) programs and strategies.
34. Support continued investment in the Transportation Alternatives Program, which is a key funding source for the state's ATP program.

DRAFT



Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**February 6, 2020**

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**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:** ACA 1 (Aguiar-Curry) – Voter Approval Threshold

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**EXECUTIVE DIRECTOR'S  
APPROVAL**

**RECOMMENDED ACTION:**

Watch

**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:**

***Assembly Constitutional Amendment (ACA) 1 is a proposed measure that would lower the voter-approval threshold for the imposition, extension, or increase of a special tax and local general obligation bond by a local government to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure or affordable housing projects, from two-thirds to 55 percent.***

***Staff presented ACA 1 to the Legislative/Communications & Membership Committee (LCMC) at its meeting on January 21, 2020 and proposed a “support” position. After several members expressed concerns about the broad definition of public infrastructure and lowering the voter threshold to 55 percent, the LCMC voted to recommend to the Regional Council a “watch” position on the measure.***

**BACKGROUND:**

The California Constitution defines a “special tax” as any tax imposed for specific purposes, including funding local transportation projects. The California Constitution conditions the imposition of a special tax by a city, county, or special district upon the approval of two-thirds (66.67 percent) of the voters of the city, county, or special district voting on that tax. By lowering the voter-threshold for the imposition, extension or increase of a special tax by a local government, ACA 1 would provide a city, county, or special district with the potential to generate additional resources to fund public infrastructure or affordable housing projects. For example, in November 2016, Ventura County placed Measure AA on the ballot, which would have imposed a 0.5 percent sales tax for 30 years for transportation infrastructure in Ventura County. A two-thirds

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supermajority vote was required for the approval of this measure. Measure AA failed because it gained support from only 58 percent of voters. If approved by the legislature, ACA 1 could make it easier to pass tax measures like Measure AA to fund transportation infrastructure.

### **ACA 1**

Introduced by Assemblymember Cecilia Aguiar-Curry (D-Winters), ACA 1 would lower the local vote threshold for local bonds and taxes that invest in public infrastructure and affordable housing from two-thirds to 55 percent. ACA 1 is cosponsored by Assemblymembers Marc Berman (D-Los Altos), Richard Bloom (D-Santa Monica), Rob Bonta (D-Oakland), Autumn Burke (D-Inglewood), David Chiu (D-San Francisco), Kansen Chu (D-Milpitas), Jim Cooper (D-Elk Grove), Susan Talamantes Eggman (D-Stockton), Jim Frazier (D-Brentwood), Eduardo Garcia (D-Coachella), Mike Gipson (D-Gardena), Todd Gloria (D-San Diego), Lorena Gonzalez (D-San Diego), Tim Grayson (D-Vallejo), Chris Holden (D-Pasadena), Reginald Jones-Sawyer (D-Los Angeles), Ash Kalra (D-San Jose), Marc Levine (D-San Rafael), Evan Low (D-Cupertino), Kevin McCarty (D-Sacramento), Kevin Mullin (D-San Mateo), Adrin Nazarian (D-Van Nuys), Bill Quirk (D-Hayward), Luz Rivas (D-Arleta), Robert Rivas (D-Salinas), Blanca Rubio (D-West Covina), Miguel Santiago (D-Los Angeles), Mark Stone (D-Santa Cruz), Phil Ting (D-San Francisco), Shirley Weber (D-San Diego), Buffy Wicks (D-Berkeley), and Jim Wood (D-Eureka) and Senators Jim Beall (D-San Jose), Jerry Hill (D-San Mateo), Nancy Skinner (D-Oakland), and Scott Wiener (D-San Francisco).

ACA 1 passed out to the Assembly Local Government Committee on March 27, 2019 by a vote of 5-2-1 and the Assembly Appropriations Committee on May 16, 2019 by an 11-7 vote. ACA 1 was then considered by the full Assembly on August 18, 2019 where it needed a two-thirds supermajority vote to pass. The proposal failed by a vote of 44-20-15. While unsuccessful, reconsideration was granted, which allows a measure that failed to be heard again in committee or on the Floor.

It should be noted that the Governor's signature is not required to approve a constitutional amendment. If approved by super majorities of both houses of the legislature, the constitutional amendment would require an affirmative vote of the people before it takes effect. June 25, 2020 is the last day for constitutional amendments like ACA 1 to be approved by the legislature and to qualify for the November 3, 2020 General Election ballot.

#### **Support** *(highlights)*

- California Professional Firefighters
- Housing California
- State Building and Construction Trades Council
- California Labor Federation
- American Planning Association California
- Association of Bay Area Governments

#### **Opposition**

- Howard Jarvis Taxpayers Association
- Valley Industry and Commerce Association

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- Beaumont-Cherry Valley Water District
  - Burbank Housing
  - California Apartment Association
  - California Association of Council of Governments
  - California Association of Housing Authorities
  - California Association of Sanitation Agencies
  - California Community Builders
  - California Contract Cities
  - California Housing Consortium
  - California Housing Partnership
  - California Nurses Association
  - California Special Districts Association
  - California State Association of Counties
  - California State Pipe Trades Council
  - California Transit Association
  - California Transportation Commission (CTC)
  - Chino Valley Fire District
  - City of Beverly Hills
  - City of Burbank
  - City of Camarillo
  - City of El Centro
  - City of El Cerrito
  - City of La Quinta
  - City of Laguna Beach
  - City of Long Beach
  - City of Los Alamitos
  - City of Moorpark
  - City of Murrieta
  - City of Placentia
  - City of Santa Monica
  - City of Ventura
  - City of West Hollywood
  - City of Yucaipa
  - Cucamonga Valley Water District
  - Desert Recreation District
  - Eric Garcetti, Mayor, City of Los Angeles
  - Fire Districts Association of California
  - Gateway Cities Council of Governments
  - Inland Empire Utilities Agency
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- League of California Cities
  - League of Women Voters of California
  - Los Angeles County Metropolitan Transportation Authority
  - Metropolitan Transportation Commission
  - South Coast Water District
  - Southern California Association of NonProfit Housing
  - Urban Counties of California
  - Ventura Council of Governments
  - Ventura County Transportation Commission

**Prior Committee Action**

Staff presented ACA 1 to the LCMC at its meeting on January 21, 2020 and proposed a “support” position consistent with Regional Council-adopted policy and legislative priorities that support new funding tools to enable local governments to expand transit and build affordable housing infrastructure.

Several members of the LCMC raised concerns over the broad definition of public infrastructure and lowering the voter threshold to 55 percent. Subsequently, the LCMC voted to recommend a “watch” position to the Regional Council by a vote of 7 to 6.

**FISCAL IMPACT:**

Work associated with the ACA 1 staff report is contained in the Indirect Cost budget, Legislation 810-0120.10.



**AGENDA ITEM 6**  
**REPORT**

Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**February 6, 2020**

**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:** SB 45 (Allen) - Climate Change Resiliency Bond Act of 2020

**EXECUTIVE DIRECTOR'S  
APPROVAL**

**RECOMMENDED ACTION:**

Watch and work with author.

**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) 45 would authorize a "climate resiliency" bond to be placed on the November 3, 2020 General Election ballot. If approved by voters, it would authorize approximately \$4.2 billion in general obligation bonds to finance projects for wildfire prevention, safe drinking water, drought preparation, and flood protection programs.***

***Staff presented SB 45 to the Legislative/Communications & Membership Committee (LCMC) at its meeting on January 21, 2020 and proposed a "support" position. After a robust discussion primarily concerning the need for policy changes that address management of California’s resources, the LCMC voted 10 to 2 to recommend to the Regional Council a "watch and work with author" position. The committee expressed a desire to be proactive and engage with the bill’s author to improve the measure, understanding that there are multiple versions being discussed.***

**BACKGROUND:**

Research demonstrates that climate change could have consequential effects throughout California. These include sea-level rise, inland flooding, more severe heat days, more frequent drought, and increased risk of wildfires. These climate change effects have the potential to damage state and local infrastructure, disrupt the provision of key services, impair natural habitats, and affect regional economies. Seas along the California coast are projected to rise between two and seven feet by 2100. One study estimates that by 2100, sea-level rise, combined with the impact of a 100-year storm, could put \$150 billion of property value at risk in California, as well as cause loss of beaches and other coastal habitats.

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**SB 45**

Senator Ben Allen (D-Santa Monica) introduced SB 45 on December 3, 2018. This bill would place a “climate resiliency” bond on the November 3, 2020 General Election ballot. If approved by voters, it would authorize \$4.2 billion in general obligation bonds to help prevent wildfires and floods, as well as reduce the impacts of drought and provide clean drinking water. Bond revenue would be distributed as follows:

Amount	Designation
\$1.62 billion	Reduce wildfire, drought, or other natural disaster risk resulting from climate change
\$1.17 billion	Provide safe drinking water and protect water supply and water quality
\$520 million	Protect fish and wildlife and natural resources from climate impacts
\$190 million	Improve climate resilience of agricultural lands
\$630 million	Protect coastal lands, oceans, bays, waters, natural resources, and wildlife
\$60 million	Enhance workforce development

Governor Gavin Newsom released the 2020-21 State Budget on Friday, January 10, 2020. It included a Climate Budget that proposes to invest \$12 billion in climate change spending over the next five years. Key components include a \$1 billion Climate Catalyst Fund, \$4.8 billion in Cap-and-Trade expenditures for climate change related programs, and a \$4.75 billion “climate resiliency” bond that would help insulate property, forests, water supplies, and wildlife habitat from the risks of climate change. Funds would be allocated in the following categories:



**Climate Resilience Bond**  
(Dollars in Millions)

Investment Category	Department	Program	Amount
Drinking Water, Flood, Drought	Department of Water Resources / State Water Resources Control Board	Regional and Inter-regional Water Resilience	\$1,000
	Department of Water Resources	Sustainable Groundwater Management	\$395
	State Water Resources Control Board	Safe Drinking Water	\$360
	Department of Water Resources	Flood - Urban/USACE Projects	\$340
		Flood - Systemwide Multi-benefit	\$270
	Natural Resources Agency	Salton Sea	\$220
	California Department of Food and Agriculture	Environmental Farming Incentive Program	\$200
	Department of Fish and Wildlife	Enhanced Stream Flows and Fish Passage	\$140
	Subtotal	\$2,925	
Wildfire	Natural Resources Agency, CAL FIRE, and Office of Emergency Services	Hardening of Critical Community Infrastructure	\$500
	CAL FIRE	Forest Health	\$250
	Subtotal	\$750	
Sea Level Rise	Ocean Protection Council	Coastal Wetland Restoration	\$320
		Nature-Based Solutions to Build Resilience	\$130
		Demonstration Projects to Protect Critical Infrastructure	\$50
	Subtotal	\$500	
Extreme Heat	Natural Resources Agency	Urban Greening and Forestry	\$200
	Strategic Growth Council	Cool Surface Materials	\$125
	Subtotal	\$325	
Community Resilience	Strategic Growth Council	Community Resilience Planning	\$25
		Community Resiliency Centers	\$225
	Subtotal	\$250	
	<b>Total</b>	<b>\$4,750</b>	

It should be noted that there are multiple versions of a “climate resiliency” bond, and Governor Newsom and lawmakers are currently negotiating the amount and scope of a bond measure. Senator Allen's bill started at \$4 billion and is currently at \$4.2 billion, but lawmakers on both sides are talking about higher figures.

SB 45 was referred to and approved by the Senate Natural Resources and Water Committee, Senate Environmental Quality Committee, and the Senate Governance and Finance Committee. On May 6, 2019, SB 45 was set for a hearing in the Senate Appropriations Committee, but was cancelled at the request of Senator Allen. At the end of 2019, state legislative leaders announced that both houses would support a “climate resiliency” bond measure. A new hearing was set for SB 45, and it was approved by the Senate Appropriations Committee by a vote of 5-1, on January 23, 2020. Senator Allen is expected to propose new amendments to SB 45 before the full Senate considers the bill. One of the expected amendments would increase the value of the bond from \$4.2 billion to \$5.5 billion.

On the Assembly side, Speaker Anthony Rendon (D-Lakewood) designated Assemblymembers Eduardo Garcia (D-Coachella), Kevin Mullin (D-South San Francisco), Laura Friedman (D-Glendale), and Richard Bloom (D-Santa Monica) to lead the Assembly’s effort on this bill. It is unclear if they will introduce a new bill or use AB 352 as a legislative vehicle. AB 352 was introduced by Assemblymember Eduardo Garcia and proposes a \$3.9 billion bond to finance wildlife prevention, safe drinking water, drought preparation, and flood protection programs.

**Support**

- Allstate Insurance Company
- Arroyos & Foothills Conservancy
- Audobon California
- California Association Of Local Conservation Corps
- California Association Of Recreation & Park Districts
- California Council Of Land Trusts
- California Outdoors Recreation Partnership
- California State Parks Foundation
- California Trout
- California Waterfowl Association
- Citizens For Los Angeles Wildlife
- City Of Santa Monica
- Endangered Habitats League
- Friends Of Joshua Tree

**Opposition**

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- Friends of the Los Angeles River
  - Hills For Everyone
  - John Muir Land Trust
  - Laguna Greenbelt Inc.
  - Los Angeles Neighborhood Land Trust
  - Nature Conservancy
  - The Ocean Conservancy
  - The Outdoor Industry Association
  - Rails-To-Trails Conservancy
  - The Trust For Public Land
  - The Wilderness Society

**Prior Committee Action**

Staff presented SB 45 to the LCMC at its meeting on January 21, 2020 and proposed a “support” position consistent with Regional Council-adopted policy and legislative priorities that state support for programs that provide resources for communities to prepare for the consequences of a changing climate and resulting natural disasters. Members of the committee discussed the need for policy changes that manage California’s resources as part of a solution and make earthquake resiliency projects eligible for funds.

The LCMC voted to recommend a “watch and work with author” position to the Regional Council. The committee expressed a desire to be proactive and engage with the bill’s author to improve the measure, understanding that there are multiple versions being discussed.

**FISCAL IMPACT:**

Work associated with the SB 45 staff report is contained in the Indirect Cost budget, Legislation 810-0120.10.

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**AGENDA ITEM 7**  
**REPORT**

Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**February 6, 2020**

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**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 795 (Beall, McGuire, Portantino) - Affordable Housing &  
Community Development Investment Program

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**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) 795 would create the Affordable Housing and Community Development Investment Program, which would be administered by the Affordable Housing and Community Development Investment Committee located at the state government level. The bill would authorize a city, county, joint powers agency, or enhanced infrastructure financing district to apply to the Committee to participate in the program. The bill would allow local agencies to reduce their contributions to their county’s Educational Revenue Augmentation Fund (ERAF) to fund affordable housing projects and related infrastructure.*

*Staff presented SB 795 to the Legislative/Communications & Membership Committee (LCMC) at its meeting on January 21, 2020, after which the LCMC unanimously voted to recommend a “support” position to the Regional Council.*

**BACKGROUND:**

Existing property tax law requires the county auditor, in each fiscal year, to allocate property tax revenue to local jurisdictions in accordance with specified formulas and procedures. Existing law requires an annual reallocation of property tax revenue from local agencies in each county to the Educational Revenue Augmentation Fund (ERAF) in that county for allocation to specified educational entities.

Existing law authorizes certain local agencies to form an enhanced infrastructure financing district

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(EIFD), affordable housing authority, transit village development district, or community revitalization and investment authority for purposes of, among other things, infrastructure, affordable housing, and economic revitalization.

**SB 795**

Introduced by Senators Jim Beall (D-San Jose), Mike McGuire (D-Healdsburg), and Anthony Portantino (D- La Cañada Flintridge), SB 795 would establish in state government the Affordable Housing and Community Development Investment Program, which would be administered by the Affordable Housing and Community Development Investment Committee. The bill would authorize a city, county, joint powers agency, enhanced infrastructure financing district, affordable housing authority, community revitalization and investment authority, transit village development district, or a combination of those entities, to apply to the Affordable Housing and Community Development Investment Committee to participate in the program and would authorize the committee to approve or deny plans for projects meeting specific criteria.

The bill would also authorize certain local agencies to establish an affordable housing and community development investment agency and authorize that new agency to apply for funding under the program and issue bonds to carry out the approved project or plan. SB 795 would provide that eligible projects include, among other things, the pre-development, development, acquisition, rehabilitation, and preservation of workforce and affordable housing, certain transit-oriented development, and projects promoting strong neighborhoods.

The Affordable Housing and Community Development Investment Committee, upon approval of a plan, would then issue an order directing the county auditor to transfer an amount of property tax revenue that is equal to the affordable housing and community development investment amount approved by the Committee from the county's ERAF. The bill would require the county auditor to either deposit that amount into the Affordable Housing and Community Development Investment Fund, which this bill would create in the treasury of each county, or, if the applicant is a specified type of authority or special district, to transfer to the city or county that created the new agency an amount of property tax revenue equal to the amount approved by the Affordable Housing and Community Development Investment Committee for that authority or district. The bill would require the city or county that created the district to, upon receipt, transfer those funds to the authority or district in an amount equal to the affordable housing and community development investment amount for that authority or district. The bill would authorize applicants to use approved amounts to incur debt or issue bonds or other financing to support an approved project.

Subject to the Legislature enacting a budget bill for the applicable fiscal year that specifies the amount for the Affordable Housing and Community Development Investment Committee to allocate pursuant to the program, SB 795 would require the committee to approve no more than \$200,000,000 per year from July 1, 2022, to June 30, 2027, and \$250,000,000 per year from July 1,

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2027, to June 30, 2031, in transfers from ERAFs for applicants for plans approved pursuant to this program.

Lastly, SB 795 would require the Director of Finance to adjust the percentage of General Fund revenues appropriated for school districts and community college districts to ensure that the transfers from a county's ERAF have no net fiscal impact upon the total amount of the General Fund revenue and local property tax revenue allocated to school districts and community college districts.

**Support**

- State Building & Construction Trades Council, -  
ALF-CIO (Sponsor)

**Opposition****Staff Recommendation**

Since the elimination of redevelopment agencies (RDAs), the State has enacted numerous financing tools, but few jurisdictions have taken advantage of them due to their limited financial capacity. With a projected multi-billion State budget surplus for the 2020-21 fiscal year, the time is right for the State to restore more robust financing mechanisms that support local efforts to build more affordable housing, provide essential infrastructure, and create opportunities in underserved communities.

At its April 5, 2019 meeting, the Regional Council adopted a support position on SB 5 (Beall, McGuire, Portantino; 2019), which was ultimately vetoed by Governor Newsom. SB 795 is a near identical version of SB 5. One notable difference is that SB 5 was sponsored by the League of California Cities, whereas SB 795 is sponsored by the State Building Trades Council.

Staff presented SB 795 to the LCMC at its meeting on January 21, 2020, 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 new funding tools to enable local governments to expand transit-oriented development and build affordable housing infrastructure.

**FISCAL IMPACT:**

Work associated with the SB 795 staff report is contained in the Indirect Cost budget, Legislation 810-0120.10.

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**AGENDA ITEM 8**  
**REPORT**

Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
February 6, 2020

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

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

**Subject:** Contract Amendment: Contract 20-002-C01, Board Counsel  
Services

**EXECUTIVE DIRECTOR'S  
APPROVAL**

**RECOMMENDED ACTION:**

Approve Amendment No. 1 to Contract No. 20-002-C01 with Best Best & Krieger, LLP, to establish billing rates for contract Task 2, as-needed litigation services.

**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 October 2019, SCAG awarded contract 20-002-C01 to Best Best & Krieger (BB&K) to provide legal support to the Regional Council, committees, Executive Director and other staff on various legal matters, as specified in Task 1; and provide as-needed litigation support to the agency, as specified in Task 2 of the contract. At that time the Board approved BB&K's billing rates for two (2) of the four positions in the contract, Senior Partner (\$310 per our) and Associate Attorney (\$260 per our), but requested that staff negotiate lower rates for Paralegal and Legal Assistant (both were \$165 per hour). BB&K has lowered the rate for Paralegal to \$150 per hour and removed Legal Assistant from the contract as they will not bill for this position. Staff requests the Regional Council to accept the \$150 per hour Paralegal billing rate. The total contract amount remains unchanged.*

**BACKGROUND:**

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

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Best Best & Krieger, LLP, (20-002-C01)	The consultant shall serve as the primary counsel to the Regional Council and work with	\$495,480

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SCAG's internal Legal Department to provide legal services to the agency.

**FISCAL IMPACT:**

Funding is available in the FY 2019-20 budget in Project Number 800-0160.01 (\$120,000), and the remaining \$375,480 is expected to be available and spread out over four (4) fiscal years in Project Number 800-0160.01, subject to budget availability.



**AGENDA ITEM 9**  
**REPORT**

Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
February 6, 2020

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

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

**Subject:** Contracts \$200,000 or Greater: 20-043-C01, to Laptops,  
Associated Hardware, as well as four (4) years of Hardware  
Support

**EXECUTIVE DIRECTOR'S  
APPROVAL**

**RECOMMENDED ACTION:**

SCAG staff requests that the Regional Council ratify Contract No. 20-043-C01 in the amount of \$348,624, to Dell Marketing for laptops, associated hardware, as well as four (4) years of Dell hardware support.

**STRATEGIC PLAN:**

This item supports the following Strategic Plan Goal 5: Recruit, support, and develop a world-class workforce and be the workplace of choice.

**EXECUTIVE SUMMARY:**

*Laptop and tablet devices have reached end of life and need to be replaced. Accordingly, staff leveraged the Nation Alliance of State Procurement Officials' (NASPO's) ValuePoint Contract #MNWNC-108, a procurement vehicle available to SCAG that provides competitive pricing for the laptops and associated services from Dell Marketing. Staff finalized testing and specifications for the laptops in mid-January 2020. At that time Dell made staff aware that additional discounts were being offered through January 31, 2020 (Dell's fiscal year end) would not be available in February. The additional discounts were approximately \$42,499 (in part due to staff negotiating directly with Dell rather than a reseller). Staff's own internal assessment of the estimated cost for the computers concluded Dell's discount represented a significant savings. Therefore, staff moved ahead with the purchase order to secure significant savings for the agency. In the absence of the Regional Council ratifying the contract, the cost for the computer will increase by a minimum of \$42,499.*

**BACKGROUND:**

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

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
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Dell Marketing  
(20-043-C01)

The consultant shall provide laptops, associated hardware, as well as four (4) years of hardware support

\$348,624

**FISCAL IMPACT:**

Funding of \$348,624 is available in the FY 2019-20 budget in Project Number 811-1163.08, Indirect Cost Budget.

**ATTACHMENT(S):**

1. Contract Summary 20-043-C01
2. Contract Summary 20-043-C01 COI

## CONSULTANT CONTRACT 20-043-C01

<b>Recommended Consultant:</b>	Dell Marketing
<b>Background &amp; Scope of Work:</b>	Under this agreement, Dell Marketing is the seller of Dell laptop systems to be purchased. This is a one-time purchase that includes laptops, associated hardware, and four years of Dell hardware and technical support.
<b>Project's Benefits &amp; Key Deliverables:</b>	<p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none"><li>• Updating SCAG staff devices necessary to complete work towards the mission and goals of the agency,</li><li>• Increased staff productivity and mobility through the acquisition of higher performance systems that support increasingly complex software and work,</li><li>• Enables SCAG to remain on current, industry supported hardware and software.</li><li>• Project deliverables include the delivery of purchased systems.</li></ul>
<b>Strategic Plan:</b>	This item supports SCAG's Strategic Plan Goal 5: Optimize Organizational Efficiency and Cultivate an Engaged Workforce; Objective: d) Integrate advanced information and communication technologies.
<b>Contract Amount:</b>	<b>Total not to exceed \$348,624</b>
<b>Contract Period:</b>	January 28, 2020 through February 23, 2020 (Quote expires on February 23, 2020. This is a one-time purchase of computer equipment.)
<b>Project Number(s):</b>	811-1163.08      \$348,624 Funding source: Indirect Costs Funding (IC)
<b>Basis for Selection:</b>	In accordance with SCAG's Contract Manual Section 7.4, dated 12/04/19, to foster greater economy and efficiency, SCAG's federal procurement guidance (2 CFR 200.318 [e]) authorizes SCAG to procure goods and services by entering into State and local intergovernmental agreements (Master Service Agreements – MSA's). The goods and services procured under an MSA were previously competitively procured by another governmental entity (SCAG is essentially "piggy-backing" on the agreement.) SCAG utilized an MSA with the Nation Alliance of State Procurement Officials (NASPO) ValuePoint Contract # MNWNC-108, that was competitively procured. This MSA is specifically designed for use by local agencies to - leverage combined purchasing power for discounted volume pricing for computer equipment purchases.

**Conflict Of Interest (COI) Form - Attachment  
For February 6, 2020 Regional Council Approval**

SCAG staff requests that the Regional Council ratify contract 20-043-C01 in the amount of \$348,624, to Dell Marketing for laptops, associated hardware, as well as four (4) years of Dell hardware support.

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)?
Dell Marketing	No

# SCAG CONFLICT OF INTEREST FORM

RFP No./Contract No. 20-043-C01

## SECTION I: INSTRUCTIONS

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

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at [www.scag.ca.gov](http://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:** \_\_\_\_\_  
**Name of Preparer:** \_\_\_\_\_  
**Project Title:** \_\_\_\_\_  
**Date Submitted:** \_\_\_\_\_

## SECTION II: QUESTIONS

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

YES       NO

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

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____

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

YES       NO

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

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

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

YES       NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

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

YES       NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____



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

YES       NO

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

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

**SECTION III: VALIDATION STATEMENT**

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

**DECLARATION**

I, (printed full name) \_\_\_\_\_, hereby declare that I am the (position or title) \_\_\_\_\_ of (firm name) \_\_\_\_\_, 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 \_\_\_\_\_ 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      Date  
 (original signature required)

**NOTICE**

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

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**AGENDA ITEM 10**  
**REPORT**

Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**February 6, 2020**

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

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

**Subject:** Contracts \$200,000 or Greater: 20-016-C01, City of Ojai  
Maricopa Highway Demonstration Project

**EXECUTIVE DIRECTOR'S  
APPROVAL**

**RECOMMENDED ACTION:**

Approve Contract No. 20-016-C01 in an amount not to exceed \$428,884 with Street Plans Collaborative to plan, implement, and evaluate a Quick Build demonstration project on Maricopa Highway in the City of Ojai in Ventura County.

**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:**

*Consistent with the requirements of the California Active Transportation Program (ATP) administered by the California Department of Transportation which is funding this project, the consultant shall plan, coordinate, and execute a Quick Build pilot project in the City of Ojai. A Quick Build project is a long-term (approximately six months), temporary demonstration project that provides opportunities for jurisdictions to preview new temporary active transportation treatments (i.e. protected bike lanes, scramble cross-walk, cycle track) and collect community feedback and data prior to installing permanent infrastructure.*

**BACKGROUND:**

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

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Street Plans Collaborative (20-016-C01)	The consultant shall plan, coordinate, and execute a Quick Build pilot project in the City of Ojai.	\$428,884

**FISCAL IMPACT:**

Funding of \$178,702 is available in the Fiscal Year (FY) 2019-2020 Overall Work Program (OWP) in

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Project Number 225.3564.14; and the remaining \$250,182 will be included in the FY 2020-21 OWP in Project Number 225.3564.14.

**ATTACHMENT(S):**

1. Contract Summary 20-016-C01
2. Contract Summary 20-016-C01 COI

## CONSULTANT CONTRACT 20-016-C01

<b>Recommended Consultant:</b>	Street Plans Collaborative	
<b>Background &amp; Scope of Work:</b>	Consistent with the requirements of the California Active Transportation Program (ATP) funding this project, the consultant shall plan, coordinate, and execute a Quick Build pilot project in the City of Ojai (City). The Quick Build Pilot Project will last for six (6) months and will provide the City an opportunity to test active transportation concepts before construction, as well as engage the community. The Quick Build project shall also include a <i>Go Human</i> kick-off event for the City.	
<b>Project's Benefits &amp; Key Deliverables:</b>	<p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• Planning, coordinating, and executing a Quick Build Pilot Project to support SCAG's regional active transportation goals outlined in the adopted 2016 RTP/SCS;</li> <li>• Conducting robust community engagement to receive public input and engaging local stakeholders in the planning process;</li> <li>• Delivering a <i>Go Human</i> kick-off event to engage community members in the planned active transportation improvements;</li> <li>• Delivering a final report detailing community feedback as well as before/after evaluation of the Pilot Project.</li> </ul>	
<b>Strategic Plan:</b>	This item supports SCAG's Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.	
<b>Contract Amount:</b>	<b>Total not to exceed</b>	<b>\$428,884</b>
	Street Plans Collaborative (prime consultant)	\$325,317
	Toole Design (subconsultant)	\$54,160
	Numina (subconsultant)	\$31,770
	Prism (subconsultant)	\$17,637
	Note: Street Plans originally proposed \$472,627, but staff negotiated the price down to \$428,884 without reducing the scope of work.	
<b>Contract Period:</b>	Notice to Proceed through February 28, 2021	
<b>Project Number(s):</b>	225.3564.14 \$428,884	
	Funding source: Active transportation Program (ATP) Cycle 4	
	Funding of \$178,702 is available in the Fiscal Year (FY) 2019-2020 budget, Project Number 225.3564.14; and the remaining \$250,182 is expected to be available in the FY 2020-21 budget in Project Number 225.3564.14, subject to budget availability.	
<b>Request for Proposal (RFP):</b>	SCAG staff notified 1,862 firms of the release of RFP 20-016-C01 via SCAG's Solicitation Management System website. A total of 29 firms downloaded the RFP. SCAG received the following three (3) proposals in response to the solicitation:	
	<b>Street Plans Collaboration (3 subconsultants)</b>	<b>\$472,627</b>

Alta Planning + Design (no subconsultants)	\$218,543
IBI Group – (1 subconsultants)	\$453,186

**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:

Hannah Brunelle, Project Manager and Associate Regional Planner, SCAG  
 Paul Crabtree, Contract City Engineer, City of Ojai  
 Emily Gibson, Transportation Planner, Caltrans District 7  
 Greg Grant, Public Works Director/City Engineer, City of Ojai

**Basis for Selection:**

The PRC recommended Street Plans Collaborative for the contract award because the consultant:

- Demonstrated the best understanding and intent of the project, especially with the level of detail included in their technical approach, data collection and evaluation of the project. They also demonstrated the best understanding of the need for detailed data collection which is a key component of this project. Specifically, their team includes an active transportation technology company that uses sensors to collect count and behavior data, which will allow their team to have an unparalleled level of data and assessment that other proposers did not include;
- Demonstrated specific experience with quick build projects and their proposal demonstrates that they are leaders in the field for implementing these demonstrations;
- Best understood the types of materials needed for this kind of project, as they co-authored a guide book detailing materials selection for quick builds and demonstrations; and
- Best demonstrated understanding of the local challenges and provided effective strategies to overcome these challenges, such as starting the permit preparation work early in the schedule, and understand local concerns with Maricopa Highway, such as issues with emergency response vehicles and lane reduction.

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

- Provide a sufficient number of hours for data collection or evaluation of the Quick Build to meet the project’s objectives and they did not include sufficient materials required for the *Go Human* kick-off event; or
- Demonstrate the breadth of specific experience implementing a quick build type demonstration project as compared to the winning proposer.

**Conflict Of Interest (COI) Form - Attachment  
For February 6, 2020 Regional Council Approval**

Approve Contract No. 20--016-C01 in an amount not to exceed \$428,884 with Street Plans Collaborative to plan, implement, and evaluate a Quick Build demonstration project on Maricopa Highway in the City of Ojai in Ventura County. A Quick Build project is a long-term, temporary demonstration project that provides opportunities for jurisdictions to preview new temporary active transportation treatments (i.e. protected bike lanes, scramble cross-walk, cycle track) and collect community feedback and data prior to installing permanent infrastructure.

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)?
Street Plans (prime consultant)	No - form attached
Toole Design (subconsultant)	No - form attached
Prism Creative Group (subconsultant)	No form attached
JP Marketing (subconsultant)	No- form attached
Numina (subconsultant)	No - form attached

# SCAG CONFLICT OF INTEREST FORM

RFP No. 20-016

## 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](http://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: Street Plans  
Name of Preparer: Anthony Garcia  
Project Title: Maricopa Highway Demonstration Project  
RFP Number: 20-016 Date Submitted: 10/24/19

## SECTION II: QUESTIONS

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

YES  NO

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

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



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

YES  NO

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

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

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

YES  NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

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

YES  NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

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

YES       NO

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

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

**SECTION III: VALIDATION STATEMENT**

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

**DECLARATION**

I, (printed full name) Anthony Garza, hereby declare that I am the (position or title) Principal of (firm name) Street Plans, 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 10/22/19 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)

10/22/19  
 \_\_\_\_\_  
 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. 20-016

## SECTION I: INSTRUCTIONS

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

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Name of Firm: Toole Design Group, LLC

Name of Preparer: Megan Eby, CPSM

Project Title: City of Ojai Maricopa Highway Demonstration

RFP Number: 20-016 Date Submitted: 10.09.2019

## 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
<u>N/A</u>	<u>N/A</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

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
N/A	N/A	N/A
_____	_____	_____
_____	_____	_____
_____	_____	_____

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
N/A	N/A
_____	_____
_____	_____
_____	_____

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
N/A	N/A
_____	_____
_____	_____
_____	_____

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
N/A	N/A	N/A
_____	_____	_____
_____	_____	_____
_____	_____	_____

**SECTION III: VALIDATION STATEMENT**

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

**DECLARATION**

I, (printed full name) Roswell "RJ" Eldridge, hereby declare that I am the (position or title) Executive Vice President | COO of (firm name) Toole Design Group, LLC, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 10.09.2019 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.


10.09.2019  
 \_\_\_\_\_  
 Signature of Person Certifying for Proposer Date  
 (original signature required)

**NOTICE**

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# SCAG CONFLICT OF INTEREST FORM

RFP No. 20-016

## SECTION I: INSTRUCTIONS

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

Name of Firm: Prism Music Group dba / Prism Creative Group  
Name of Preparer: Isabelle Acker  
Project Title: Principal  
RFP Number: SCAG RFP Date Submitted: 10/10/19

## SECTION II: QUESTIONS

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

YES  NO

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

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

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

YES  NO

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

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

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

YES  NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

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

YES  NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

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

YES  NO

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

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

**SECTION III: VALIDATION STATEMENT**

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

**DECLARATION**

I, (printed full name) Isabella Acev, hereby declare that I am the (position or title) Principal of (firm name) Prim Music Group DBA / Prim Creative Group, 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 10/10/19 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.

Isabella Acev \_\_\_\_\_ 10/10/19 \_\_\_\_\_  
 Signature of Person Certifying for Proposer Date  
 (original signature required)

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# SCAG CONFLICT OF INTEREST FORM

RFP No. 20-016

## SECTION I: INSTRUCTIONS

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

**Name of Firm:** CTY, INC., dba NUMINA  
**Name of Preparer:** Tara Pham  
**Project Title:** City of Ojai Maricopa Highway Demonstration Project  
**RFP Number:** RFP No. 20-016      **Date Submitted:** 10/24/2019

## 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 20-016-C01 COI (Contracts \$200,000 or Greater: 20-016-C01, City of Ojai Maricopa Highway Demonstration

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

YES  NO

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

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

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

YES  NO

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

Name	Relationship
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_____	_____
_____	_____
_____	_____

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) Tara Pham, hereby declare that I am the (position or title) CEO and President of (firm name) CTY, INC., dba NUMINA, 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 10/22/2019 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.

DocuSigned by:  
  
 278AE4F0B11F4B8...      10/22/2019  
 Signature of Person Certifying for Proposer      Date  
 (original signature required)

**NOTICE**

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**AGENDA ITEM 11**  
**REPORT**

Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
February 6, 2020

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

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

**Subject:** Contracts \$200,000 or Greater: 19-062-C01, North Paramount  
Gateway Plan

**EXECUTIVE DIRECTOR'S  
APPROVAL**

**RECOMMENDED ACTION:**

Approve Contract No. 19-062-C01 in an amount not to exceed \$227,474 with Gruen Associates, Inc. to update two pre-existing specific plans for the City of Paramount.

**STRATEGIC PLAN:**

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

**EXECUTIVE SUMMARY:**

*The consultant shall provide services funded under a Sustainability Planning Grant for the City of Paramount. Specifically, the consultant shall update two pre-existing specific plans by combining the areas into a single North Paramount Boulevard Gateway Specific Plan. This combined Specific Plan will provide a model for other jurisdictions of similar socio-economic characteristics, and with jobs and housing accessible to transit. By reducing VMT through linking land uses with regionally significant transit infrastructure, the Specific Plan will have an impact on the wider Gateway Cities sub region.*

**BACKGROUND:**

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

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Gruen Associates, Inc. (19-062-C01)	The consultant shall update two pre-existing specific plans by combining the areas into a single North Paramount Boulevard Gateway Specific Plan.	\$227,474

**FISCAL IMPACT:**

Funding of \$75,000 is available in the Fiscal Year (FY) 2019-20 Overall Work Program (OWP), and the

**OUR MISSION**

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

**OUR VISION**

*Southern California's Catalyst for a Brighter Future*

**OUR CORE VALUES**

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



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remaining \$152,474 will be included in the FY 2020-21 OWP in Project Number 275-4823.02.

**ATTACHMENT(S):**

1. Contract Summary 19-062-C01
2. Contract Summary 19-062-C01 COI

**CONSULTANT CONTRACT 19-062-C01**

**Recommended Consultant:** Gruen Associates

**Background & Scope of Work:** The consultant shall provide services for a Sustainability Planning Grant for the City of Paramount. Specifically, the consultant shall update two pre-existing specific plans by combining the areas into a single North Paramount Boulevard Gateway Specific Plan, and develop a contemporary, “user-friendly” plan, that provides long-term reductions in greenhouse gas (GHG) emissions and vehicle miles traveled (VMT), supports sustainability efforts such as sustainable design, promotes community health and well-being, and strengthens the economic vitality of businesses and individuals. This combined Specific Plan will provide a model for other jurisdictions of similar socio-economic characteristics, and with jobs and housing accessible to transit. By reducing VMT through linking land uses with regionally significant transit infrastructure, the Specific Plan will have an impact on the wider Gateway Cities sub region.

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

- Implementing the Regional Transportation Plan / Sustainable Communities Strategy (RTP/SCS) by providing assistance to integrate land use and transportation planning,
- Providing SCAG-member jurisdictions the resources to implement regional policies at the local level, and
- Reducing greenhouse gas (GHG) emissions by reducing single occupancy VMT.

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

<b>Contract Amount:</b>	<b>Total not to exceed</b>	<b>\$227,474</b>
	Gruen Associates (prime consultant)	\$135,478
	HR &A Advisors (subconsultant)	\$43,888
	GTS (subconsultant)	\$35,927
	JMC2 (subconsultant)	\$12,181

Note: Gruen’s originally proposed \$237,071, but staff negotiated the price down to \$227,474 without reducing the scope of work.

**Contract Period:** Notice to Proceed through February 21, 2021

**Project Number(s):** 275-4823U5.02 \$ 201,383  
 275-4823E.02 \$ 26,091  
 Funding source(s): Senate Bill 1 (SB1) Year 2 and Transportation Development Act (TDA)

Funding of \$75,000 is available in the Fiscal Year (FY) 2019-20 budget, and the remaining \$152,474 is expected to be available in the FY 2020-21 budget in Project Number 275-4823.02, subject to budget availability.

**Request for Proposal (RFP):**

SCAG staff notified 2,101 firms of the release of RFP 19-062-C01 via SCAG’s Solicitation Management System website. A total of 55 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:

<b>Gruen Associates (3 subconsultants)</b>	<b>\$237,071</b>
Arroyo Group (3 subconsultants)	\$150,000
John Kaliski (4 subconsultants)	\$360,870
Kriizinger + RAO(5 subconsultants)	\$657,461

**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:

- Marco Anderson, Acting Manager, Active Transportation, SCAG
- John King, Assistant Planning Director, City of Paramount, Title, Entity
- Wendy Macias, Public Works Manager, City of Paramount, Title, Entity
- Stephanie Cadena, Assistant Planner, Gateway Cities Council of Governments

**Basis for Selection:**

The PRC recommended Gruen Associates for the contract award because the consultant:

- Demonstrated the best understanding of the project, specifically by providing the best, detailed and thorough description of tasks to be performed to meet the project objectives. Additionally the Gruen team provided the most detailed description of the mobility analysis, and the most detailed outline for the proposed specific plan which are both key components of the project; and
- Provided the best technical approach, by best addressing the relevant outreach and engagement needs of the project.

While the Gruen proposal was not the lowest cost, the lower cost proposal was significantly below SCAG’s project cost estimate and the PRC felt that the lower cost proposal lacked sufficient hours to provide the level of outreach required to successfully complete the project.



**Conflict Of Interest (COI) Form - Attachment  
For February 6, day, 2020 Regional Council Approval**

Approve Contract No. 19-062-C01 in an amount not to exceed \$227,474 with Gruen Associates, Inc. to update two pre-existing specific plans by combining the areas into a single North Paramount Boulevard Gateway Specific Plan, and develop a contemporary, “user-friendly” plan that provides long-term reductions in greenhouse gas (GHG) emissions and vehicle miles traveled (VMT), supports sustainability efforts such as sustainable design, promotes community health and well-being, and strengthens the economic vitality of businesses and individuals.

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)?
Gruen Associates(prime consultant)	No - form attached
HR&A (subconsultant)	No - form attached
GTS (subconsultant)	No - form attached
JMC2 (subconsultant)	No - form attached

# SCAG CONFLICT OF INTEREST FORM

RFP No. 19-062

## SECTION I: INSTRUCTIONS

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

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

Name of Firm: Gruen Associates

Name of Preparer: Larry Schlossberg

Project Title: North Paramount Boulevard Gateway Specific Plan

RFP Number: 19-062 Date Submitted: 8/16/2019

## SECTION II: QUESTIONS

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

YES  NO

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

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

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

YES       NO

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

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

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

YES       NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

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

YES       NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

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

YES  NO

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

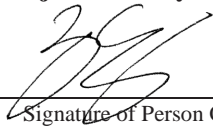
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**SECTION III: VALIDATION STATEMENT**

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

**DECLARATION**

I, (printed full name) Larry Schlossberg, hereby declare that I am the (position or title) Partner of (firm name) Gruen Associates, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 8/16/2019 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)	_____ 8/16/2019 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. 19-062

### 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](http://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: HR&A Advisors, Inc.  
Name of Preparer: Judith Taylor  
Project Title: Paramount Specific Plan  
RFP Number: 19-062 Date Submitted: 08/07/2019

### SECTION II: QUESTIONS

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

YES  NO

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

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____

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

YES  NO

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

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

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

YES  NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____

YES  NO

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:

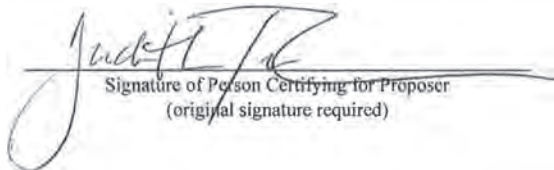
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

**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) Judith Taylor, hereby declare that I am the (position or title) Partner of (firm name) HR&A Advisors, Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 08/07/2019 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.


08/07/2019  
 \_\_\_\_\_  
 Signature of Person Certifying for Proposer Date  
 (original signature required)

**NOTICE**

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

# SCAG CONFLICT OF INTEREST FORM

RFP No. 19-062

## 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](http://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:** John M. Cruikshank Consultants, Inc.  
**Name of Preparer:** John M. Cruikshank  
**Project Title:** North Paramount Gateway Specific Plan  
**RFP Number:** 2019-0610      **Date Submitted:** 08/05/19

## SECTION II: QUESTIONS

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

YES       NO

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

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



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

YES  NO

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

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

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

YES  NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____

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

YES  NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____

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

YES  NO

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

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

**SECTION III: VALIDATION STATEMENT**

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

**DECLARATION**

I, (printed full name) John M. Cruikshank, hereby declare that I am the (position or title) President of (firm name) John M. Cruikshank Consultants, Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 08/05/2019 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.


08/05/2019

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Sigma

**NOTICE**

# SCAG CONFLICT OF INTEREST FORM

RFP No. 19-062

## 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](http://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: General Technologies and Solutions (GTS)  
Name of Preparer: Rawad Hani  
Project Title: Project Manager  
RFP Number: 19-062 Date Submitted: 8/6/2019

## SECTION II: QUESTIONS

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

YES  NO

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

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

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

YES  NO

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

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

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

YES  NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____

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

YES  NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____

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

YES  NO

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

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

**SECTION III: VALIDATION STATEMENT**

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

**DECLARATION**

**I, Rawad Hani, hereby declare that I am the Principal of General Technologies and Solutions (GTS), and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 8/6/2019 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.**



8/6/2019

\_\_\_\_\_  
Signature of Person Certifying for Proposer  
(original signature required)

\_\_\_\_\_  
Date

**NOTICE**

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

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**AGENDA ITEM 12**  
**REPORT**

Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**February 6, 2020**

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

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

**Subject:** Contract Amendment Greater than \$75,000: 19-002-C01,  
Disadvantaged Communities Planning Initiative

**EXECUTIVE DIRECTOR'S  
APPROVAL**

**RECOMMENDED ACTION:**

Approve Amendment 2 to Contract No. 19-002-C01 in an amount not to exceed \$137,499, with Alta Planning + Design, Inc., to develop an active transportation plan for a seventh disadvantaged community (the City of Calipatria in Imperial County).

**STRATEGIC PLAN:**

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

**EXECUTIVE SUMMARY:**

*The lack of active transportation plans in disadvantaged communities is especially challenging, as the cities responsible for plan development often lack the staff resources to apply for planning grants. Therefore, these communities may not have active transportation plans and as a result may not have identified quality projects, which could preclude them from accessing needed transportation funding. To provide better value to SCAG member jurisdictions, staff desires to develop an active transportation plan for a seventh disadvantaged community which will increase the contract value from \$1,029,962 to \$1,167,461 (\$137,499) and extend the term from 6/30/20 to 12/31/20. This amendment exceeds \$75,000. Therefore, in accordance with the SCAG Procurement Manual (dated 12/04/19) Section 9.3, Regional Council approval of such amendment is required.*

**BACKGROUND:**

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

<u>Consultant/Contract #</u>	<u>Amendment's Purpose</u>	<u>Contract Amount</u>
Alta Planning + Design, Inc. (19-002-C01)	The consultant shall develop an active transportation plan for the City of Calipatria which will assist the City with its planning	\$137,499

**OUR MISSION**

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

**OUR VISION**

*Southern California's Catalyst for a Brighter Future*

**OUR CORE VALUES**

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



---

efforts.

**FISCAL IMPACT:**

Funding of \$137,499 is available in the Fiscal Year (FY) 2019-2020 Overall Work Program in Project Number 225-4839X1.01.

**ATTACHMENT(S):**

1. Contract Summary 19-002-C01 Amendment 2
2. Contract Summary 19-002-C01 Amendment 2 COI



## CONTRACT 19-002-C01 AMENDMENT 2

**Consultant:** Alta Planning + Design, Inc.

**Background & Scope of Work:** In February of 2019, SCAG awarded Contract 19-002-C01 to Alta Planning + Design, Inc. to develop active transportation plans for six (6) disadvantaged communities (DAC's).

The lack of active transportation plans in disadvantaged communities is especially challenging, as the cities responsible for plan development often lack the staff resources to apply for planning grants. Therefore, these communities may not have active transportation plans and as a result may not have identified quality projects, which may preclude them from accessing needed transportation funding.

To provide better value to SCAG member jurisdictions, staff desires to develop an active transportation plan for a seventh disadvantaged community, the City of Calipatria in Imperial County, which will increase the contract value from \$1,029,962 to \$1,167,461 (\$137,499) and extend the term from 6/30/20 to 12/31/20.

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

- Seven (7) active transportation plans in disadvantaged communities;
- A pilot methodology to deliver low-cost local active transportation plans across the region.

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

<b>Amendment</b>	Amendment 2	\$137,499
<b>Amount:</b>	Amendment 1 (administrative - no change to contract's value)	\$0
	Original contract value	<u>\$1,029,962</u>
	<b>Total contract value is not to exceed</b>	<b>\$1,167,461</b>

This amendment exceeds \$75,000. Therefore, in accordance with the SCAG Procurement Manual (dated 12/01/16) Section 8.3, it requires the Regional Council's approval.

**Contract Period:** February 13, 2019 through December 31, 2020

**Project Number:** 225-4839X1.01 \$117,499  
225-4839E.01 \$20,000

Funding sources: Active Transportation Program Grant (ATP) and Transportation Development Act (TDA)

Funding of \$117,499 is available in the Fiscal Year (FY) 2019-2020 budget, and the remaining \$20,000 is expected to be available in the FY 2020-2021 budget in Project Number 225-4839X1.01, subject to budget availability.

**Basis for the Amendment:** As previously stated, to provide better value to SCAG member jurisdictions, staff desires to develop an active transportation plan for a seventh disadvantaged

community, the City of Calipatria. This will also fulfill the goals of the Regional Transportation Plan / Sustainable Communities Strategy (RTP/SCS) to support jurisdictions with the development of their active transportation plans.

**Conflict Of Interest (COI) Form - Attachment  
For February 6, 2020 Regional Council Approval**

Approve Amendment 2 to Contract No. 19-002-C01 in an amount not to exceed \$137,499, with Alta Planning + Design, Inc., to develop an active transportation plan for a seventh disadvantaged community.

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)?
Alta Planning + Design, Inc. (prime consultant)	No - form attached
Local Government Commission (subconsultant)	Yes - form attached
LK Planning (subconsultant)	No - form attached
Studio One Eleven (subconsultant)	No - form attached
Urban Design 4 Health (subconsultant)	No - form attached

Attachment: Contract Summary 19-002-C01 Amendment 2 (Contract Amendment Greater Than \$75,000: 19-002-C01, Disadvantaged

# SCAG CONFLICT OF INTEREST FORM

RFP No. 19-002

## SECTION I: INSTRUCTIONS

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

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

**Name of Firm:** Alta Planning + Design  
**Name of Preparer:** Greg Maher  
**Project Title:** Disadvantaged Communities Planning Initiative  
**RFP Number:** 19-002      **Date Submitted:** 9/20/2018

## 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
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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
_____	_____
_____	_____
_____	_____
_____	_____



# SCAG CONFLICT OF INTEREST FORM

RFP No. 19-002

## 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](http://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: Local Government Commission  
Name of Preparer: Linda Cloud  
Project Title: \_\_\_\_\_  
RFP Number: 19-002 Date Submitted: 9/10/18

## SECTION II: QUESTIONS

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

YES  NO

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

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

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

YES       NO

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

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

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

YES       NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____

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

YES       NO

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

Name	Relationship
<u>Pam O'Connor</u>	<u>LGC Board chair</u>
<u>Michele Martiner</u>	<u>LGC treasurer and board member</u>
_____	_____
_____	_____



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:

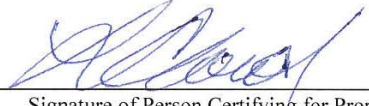
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**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) Linda Cloud, hereby declare that I am the (position or title) Associate Director of (firm name) Local Government Commission 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 9/10/18 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)

9/10/18  
Date

**NOTICE**

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# SCAG CONFLICT OF INTEREST FORM

RFP No. 19-002

## SECTION I: INSTRUCTIONS

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

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

**Name of Firm:** LK Planning LLC  
**Name of Preparer:** Lindsey Kiner  
**Project Title:** Disadvantaged Communities Planning Initiative  
**RFP Number:** 19-002 **Date Submitted:** 09/20/2019

## SECTION II: QUESTIONS

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

YES  NO

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

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

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

YES       NO

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

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

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

YES       NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

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

YES       NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

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

YES  NO

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

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

**SECTION III: VALIDATION STATEMENT**

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

**DECLARATION**

I, (printed full name) Lindsey Kiner, hereby declare that I am the (position or title) Founder and Principal of (firm name) LK Planning LLC, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 09/11/2018 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.


9/11/18  
 \_\_\_\_\_  
 Signature of Person Certifying for Proposer Date  
 (original signature required)

**NOTICE**

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

# SCAG CONFLICT OF INTEREST FORM

RFP No. 19-002

## 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](http://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: RDC-S111 (Studio One Eleven)  
Name of Preparer: Alan Pullman  
Project Title: Disadvantaged Communities Planning Initiative  
RFP Number: 19-002 Date Submitted: September 20, 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
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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:

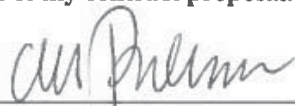
Name	Date	Dollar Value
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**SECTION III: VALIDATION STATEMENT**

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) Alan Pullman, hereby declare that I am the (position or title) Senior Principal of (firm name) RDC-S111 (Studio One Eleven), 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 September 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)

\_\_\_\_\_  
 September 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.

# SCAG CONFLICT OF INTEREST FORM

RFP No. 19-002

## 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](http://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: Urban Design 4 Health, Inc.

Name of Preparer: Jim Chapman

Project Title: Disadvantaged Communities Planning Initiative

RFP Number: 19-002 Date Submitted: 9/11/2018

## 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
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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:

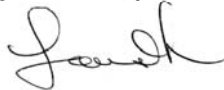
Name	Date	Dollar Value
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_____	_____	_____
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**SECTION III: VALIDATION STATEMENT**

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

**DECLARATION**

I, (printed full name) Lawrence Frank, hereby declare that I am the (position or title) President of (firm name) Urban Design 4 Health, 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 9/11/2018 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.



9/11/2018

\_\_\_\_\_  
Signature of Person Certifying for Proposer  
(original signature required)

\_\_\_\_\_  
Date

**NOTICE**

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



**AGENDA ITEM 13**  
**REPORT**

Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**February 6, 2020**

**To:** Executive/Administration Committee (EAC)  
Community  
Economic & Human Development Committee (CEHD)  
Regional Council (RC)  
**From:** Kome Ajise, Executive Director, Executive Management, 213-  
236-1835, Ajise@scag.ca.gov  
**Subject:** State HCD Review Findings of SCAG's Draft RHNA Methodology

**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:**

*On January 13, 2020, the state Housing and Community Development (HCD) Department issued its review findings on SCAG's Draft Regional Housing Needs Assessment (RHNA) Allocation Methodology. HCD's review finds that SCAG's Draft RHNA Methodology furthers the five statutory objectives described in state housing law, California Government Code Section 65584(d) (please see HCD letter attached).*

**BACKGROUND:**

On November 7, 2019, the Regional Council approved the Draft RHNA Allocation Methodology for HCD's review. On January 13, 2020, HCD issued its review findings on SCAG's Draft RHNA Allocation Methodology. HCD's review finds that SCAG's Draft RHNA Methodology furthers the five statutory objectives set forth in state housing law, California Government Code Section 65584(d). With HCD's review completed, staff will proceed to recommend the RC-approved Draft RHNA Methodology as the Final RHNA Methodology (through the RHNA Subcommittee and CEHD) with RC adoption scheduled on March 5, 2020.

In addition, in preparing for the upcoming RHNA Appeals process scheduled to begin in April this year, SCAG held a Workshop on RHNA Appeals on February 3, 2020. The Workshop provided a preview of the RHNA Appeals Procedures which is also scheduled for RC adoption on March 5, 2020 after it is reviewed by the RHNA Subcommittee and CEHD respectively. Finally, for additional information about upcoming RHNA-related meetings, please visit SCAG's RHNA webpage at

**OUR MISSION**

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

**OUR VISION**

*Southern California's Catalyst for a Brighter Future*

**OUR CORE VALUES**

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



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[www.scag.ca.gov/rhna](http://www.scag.ca.gov/rhna).

**FISCAL IMPACT:**

None

**ATTACHMENT(S):**

1. HCD Letter dated, 01-13-2020

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF HOUSING POLICY DEVELOPMENT**

2020 W. El Camino Ave  
Sacramento, CA 95833-1829  
916) 263-2911 FAX: (916) 263-7453  
www.hcd.ca.gov



January 13, 2020

Kome Ajise  
Executive Director  
Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700  
Los Angeles, CA 90017

Dear Executive Director Ajise:

**RE: Review of Draft Regional Housing Need Allocation (RHNA) Methodology**

Thank you for submitting the draft Southern California Association of Governments (SCAG) Sixth Cycle Regional Housing Need Allocation (RHNA) Methodology. Pursuant to Government Code Section 65584.04(i), the California Department of Housing and Community Development (HCD) is required to review draft RHNA methodology to determine whether the methodology furthers the statutory objectives described in Government Code Section 65584(d).

In brief, the draft SCAG RHNA methodology begins with the total regional determination provided by the California Department of Housing and Community Development (HCD) and separates it into two methodologies to allocate the full determination: projected need (504,970) and existing need (836,857).

For projected need, the household growth projected in SCAG's Connect SoCal growth forecast for the years 2020-2030 is used as the basis for calculating projected housing need for the region. A future vacancy and replacement need are also calculated and added to the projected need.

The existing need is calculated by assigning 50 percent of regional existing need based on a jurisdiction's share of the region's population within the high-quality transit areas (HQTAs) based on future 2045 HQTAs. The other 50 percent of the regional existing need is based on a jurisdiction's share of the region's estimated jobs in 2045 that can be accessed within a 30-minute driving commute. For high segregation and poverty areas as defined by [HCD/TCAC Opportunity Maps](#),<sup>1</sup> referred to by SCAG as extremely disadvantaged communities (DACs), existing need in excess of the 2020-2045 household growth forecast is reallocated to non-DAC jurisdictions within the same county.

*--continued on next page--*

<sup>1</sup> Created by the California Fair Housing Task Force and commissioned by HCD and the California Tax Credit Allocation Committee (TCAC) to assist public entities in affirmatively furthering fair housing. The version used in this analysis is the 2019 HCD/TCAC Opportunity Maps available at [treasurer.ca.gov/ctcac/opportunity.asp](http://treasurer.ca.gov/ctcac/opportunity.asp).

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Within both the projected and existing need methodologies the four RHNA income categories (very low, low, moderate, and above moderate) are assigned to each jurisdiction by the use of a 150 percent social equity adjustment, which inversely adjusts based on the current incomes within the jurisdiction. An additional percentage of social equity adjustment is made for jurisdictions that have a high concentration of DACs or Highest Resource areas as defined by the HCD/TCAC Opportunity maps. Overall, the social equity adjustments result in greater shares of lower income RHNA to higher income and higher-resource areas.

**HCD has completed its review of the methodology and finds that the draft SCAG RHNA Methodology furthers the five statutory objectives of RHNA.<sup>2</sup>**

HCD acknowledges the complex task of developing a methodology to allocate RHNA to 197 diverse jurisdictions while furthering the five statutory objectives of RHNA. This methodology generally distributes more RHNA, particularly lower income RHNA, near jobs, transit, and resources linked to long term improvements of life outcomes. In particular, HCD applauds the use of objective factors specifically linked the statutory objectives in the existing need methodology.

Below is a brief summary of findings related to each statutory objective described within Government Code Section 65584(d):

*1. Increasing the housing supply and the mix of housing types, tenure, and affordability in all cities and counties within the region in an equitable manner, which shall result in each jurisdiction receiving an allocation of units for low- and very low-income households.*

The methodology generally allocates increased shares of lower income RHNA to jurisdictions that have higher housing costs. In support of a mix of affordability, the highest housing cost cities generally receive higher shares of lower income RHNA. Under this methodology the 15 cities with the highest median housing costs all receive greater than 50 percent of the RHNA as lower income RHNA. Beverly Hills with the 18<sup>th</sup> highest median housing costs receives the 25<sup>th</sup> highest share of lower income RHNA; Westlake Village with the 14<sup>th</sup> highest median housing costs receives the 12<sup>th</sup> highest share of lower income RHNA; Aliso Viejo with the 23<sup>rd</sup> highest median housing costs receives the 38<sup>th</sup> highest share of lower income RHNA; and Villa Park with the 10<sup>th</sup> highest median housing costs receives the 31<sup>st</sup> highest share of lower income RHNA.

*2. Promoting infill development and socioeconomic equity, the protection of environmental and agricultural resources, the encouragement of efficient development patterns, and the achievement of the region's greenhouse gas reductions targets provided by the State Air Resources Board pursuant to Section 65080.*

The draft SCAG RHNA methodology furthers the environmental principles of this objective as demonstrated by the transportation and job alignment with the RHNA allocations.

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<sup>2</sup> While HCD finds that this particular methodology furthers the objectives of RHNA, HCD's determination is subject to change depending on the region or cycle, as housing conditions in those circumstances may differ.

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*3. Promoting an improved intraregional relationship between jobs and housing, including an improved balance between the number of low-wage jobs and the number of housing units affordable to low-wage workers in each jurisdiction.*

Half of the existing need portion of the draft SCAG RHNA methodology is set based on the jurisdiction's share of the region's estimated jobs in 2045. While future looking job projections are important for housing planning, and housing built in the next decade will likely exist for 50-100 years or more, it is also critical to plan for the needs that exist today. This objective specifically considers the balance of low-wage jobs to housing available to low-wage workers. As part of HCD's analysis as to whether this jobs-housing fit objective was furthered by SCAG's draft methodology, HCD analyzed how the percentage share of the region's lower income RHNA compared to the percentage share of low-wage jobs.

For example, under the draft SCAG RHNA methodology Irvine would receive 1.84 percent of the region's lower income RHNA, and currently has 2.07 percent of the region's low-wage jobs, .23 percent less lower income RHNA than low-wage jobs for the region. Pomona would receive .71 percent of the region's lower income RHNA, and currently has .57 percent of the region's low-wage jobs, .13 percent more lower income RHNA than low-wage jobs for the region. Across all jurisdictions there is generally good alignment between low-wage jobs and lower income RHNA, with all but 15 jurisdictions within a half percent plus or minus difference between their share of lower income RHNA for the region and their percentage low-wage jobs for the region.

HCD is aware there has been some opposition to this current methodology from jurisdictions that received lower allocations under prior iterations; however it is worth noting that even if it is by a small amount, many of the jurisdictions that received increases are still receiving lower shares of the region's lower income RHNA compared to their share of the region's low-wage jobs. HCD recommends any changes made in response to appeals should be in the interest of seeking ways to more deeply further objectives without compromising other objectives.

*4. Allocating a lower proportion of housing need to an income category when a jurisdiction already has a disproportionately high share of households in that income category, as compared to the countywide distribution of households in that category from the most recent American Community Survey.*

This objective is furthered directly by the social equity adjustment factor included in the draft SCAG RHNA methodology. Jurisdictions in the SCAG region range from as little as 10.9 percent lower income households to 82.7 percent lower income households. The 20 jurisdictions with the greatest share of lower income households, 67.2-82.7 percent lower income households, would receive an average of 31.6 percent lower income share of their RHNA; compared to the 20 jurisdictions with the lowest share of lower income households, 10.9-25.1 percent lower income households, would receive an average of 59.1 percent lower income share of their RHNA. While the social equity adjustment explicitly responds to objective four, it also assists in the methodology furthering each of the other objectives.

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*5. Affirmatively furthering fair housing, which means taking meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws.*

HCD applauds the inclusion of the affirmatively furthering fair housing adjustment factor in the methodology. This factor directs more lower income RHNA to higher opportunity areas and reduces allocations in segregated concentrated areas of poverty, as defined in the [HCD/TCAC Opportunity Maps](#), which evaluate access to opportunity, racial segregation, and concentrated poverty on 11 dimensions, which are all evidence-based indicators related to long term life outcomes. 14 of the top 15 highest shares of lower income RHNA are in regions over 99.95 percent High and Highest Resource areas. These include: Imperial, La Habra Heights, Rolling Hills Estates, Hermosa Beach, La Cañada Flintridge, Palos Verdes Estates, Manhattan Beach, Rolling Hills, Agoura Hills, Rancho Palos Verdes, Westlake Village, San Marino, Eastvale, and Hidden Hills. With the exceptions of the cities of Vernon and Industry, the 31 jurisdictions with the highest share of lower income RHNA are all over 95 percent High and Highest Resource areas.

HCD appreciates the active role of SCAG staff in providing data and input throughout the draft SCAG RHNA methodology development and review period. HCD especially thanks Ping Chang, Kevin Kane, Sarah Jepson, and Ma'Ayn Johnson for their significant efforts and assistance.

HCD looks forward to continuing our partnership with SCAG to assist its member jurisdictions to meet and exceed the planning and production of the region's housing need.

Support opportunities available for the SCAG region this cycle include, but are not limited to:

- SB 2 Planning Technical Assistance (Technical assistance available now through June 2021)
- Regional and Local Early Action Planning grants (25 percent of Regional funds available now, all other funds available early 2020)
- SB 2 Permanent Local Housing Allocation (Available April – July 2020)

If HCD can provide any additional assistance, or if you, or your staff, have any questions, please contact Megan Kirkeby, Assistant Deputy Director for Fair Housing, [megan.kirkeby@hcd.ca.gov](mailto:megan.kirkeby@hcd.ca.gov).



Megan Kirkeby  
Assistant Deputy Director for Fair Housing





Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**February 6, 2020**

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

**EXECUTIVE DIRECTOR'S  
APPROVAL**

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

**Subject:** February State and Federal Legislative Update

**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**

**Governor Releases Proposed Fiscal Year (FY) 2020-2021 Budget**

Pursuant to Article IV, Section 12(a) of the California Constitution, Governor Gavin Newsom released his proposed state budget for Fiscal Year (FY) 2020-2021 on January 10, 2020. The proposed budget is the first phase of a months-long process that will culminate with the Legislature passing a budget bill by midnight of June 15, 2020. The Governor’s proposed budget for FY 2020-2021 totals \$222.2 billion, an increase of 2.3% from last year’s budget, with \$153.1 billion coming from the General Fund (GF).

The Governor spoke at length about the proposed budget during a press conference that lasted just shy of 3 hours. He highlighted diverse issue areas such as public education, consumer protections, affordable health care, climate resilience, housing, and homelessness, among others.

Climate Resilience

Governor Newsom’s budget proposes to spend \$12.5 billion over five years to address climate change. Key components of the \$12.5 billion include a climate resilience bond, amounting to \$4.75 billion, to reduce climate risks across California. 80% of the funds are allocated to address immediate risks such as floods, drought, and wildfires. The remaining funds will address long-term risks such as sea level rise and extreme heat. Included within the Climate Resilience Bond is \$220 million to support Salton Sea habitat and air quality mitigation projects for the 2018 Salton Sea

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**OUR CORE VALUES**

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



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Management Plan. Funds from the resilience bond would be allocated in the following categories:

**Climate Resilience Bond**  
(Dollars in Millions)

Investment Category	Department	Program	Amount
Drinking Water, Flood, Drought	Department of Water Resources / State Water Resources Control Board	Regional and Inter-regional Water Resilience	\$1,000
	Department of Water Resources	Sustainable Groundwater Management	\$395
	State Water Resources Control Board	Safe Drinking Water	\$360
	Department of Water Resources	Flood - Urban/USACE Projects	\$340
		Flood - Systemwide Multi-benefit	\$270
	Natural Resources Agency	Salton Sea	\$220
	California Department of Food and Agriculture	Environmental Farming Incentive Program	\$200
	Department of Fish and Wildlife	Enhanced Stream Flows and Fish Passage	\$140
	Subtotal	\$2,925	
Wildfire	Natural Resources Agency, CAL FIRE, and Office of Emergency Services	Hardening of Critical Community Infrastructure	\$500
	CAL FIRE	Forest Health	\$250
	Subtotal	\$750	
Sea Level Rise	Ocean Protection Council	Coastal Wetland Restoration	\$320
		Nature-Based Solutions to Build Resilience	\$130
		Demonstration Projects to Protect Critical Infrastructure	\$50
	Subtotal	\$500	
Extreme Heat	Natural Resources Agency	Urban Greening and Forestry	\$200
	Strategic Growth Council	Cool Surface Materials	\$125
	Subtotal	\$325	
Community Resilience	Strategic Growth Council	Community Resilience Planning	\$25
		Community Resiliency Centers	\$225
	Subtotal	\$250	
	<b>Total</b>	<b>\$4,750</b>	

---

Another key component of the Governor's proposed budget is the Cap-and-Trade expenditure plan. For FY 2020-2021, the proposed Cap-and-Trade Expenditure plan amounts to \$965 million. It is worth noting that some programs were not funded by the FY 2020-2021 expenditure plan, including weatherization grants for low-income homes (\$10 million in FY 2019-2020) and the Transformative Climate Communities program (\$60 million in FY 2019-2020). The Transformative Climate Communities program encourages transformative, neighborhood-level projects that reduce greenhouse gas (GHG) emissions and create healthier, more resilient communities. The City of Ontario previously received a \$25 million grant from the Transformative Climate Communities program in 2018.

It is also worth highlighting the decrease in the California Air Resources Board's clean transportation programs. These programs include rebates for zero-emission vehicles and grants for clean trucks, buses, and off-road equipment. The FY 2020-2021 expenditure plan includes \$350 million for these clean transportation program, which is down from \$485 million in the previous fiscal year's Cap-and-Trade expenditure plan. Responding to a question from reporters about the cut in clean transportation funding, the Governor stated that, "We'll have chances to adjudicate that with the Legislature... perhaps in the May revise we can reflect those [concerns]."

The complete FY 2020-2021 Cap-and-Trade expenditure plan is included in the table below:

**2020-21 Cap and Trade Expenditure Plan**  
(Dollars in Millions)

Investment Category	Department	Program	Amount
Air Toxic and Criteria Air Pollutants	Air Resources Board	AB 617 - Community Air Protection and Local Programs to Reduce Air Pollution	\$200
		AB 617 - Local Air District Implementation	\$25
		AB 617 - Technical Assistance to Community Groups	\$10
Low Carbon Transportation	Air Resources Board	Clean Vehicle Rebate Program	\$125
		Clean Trucks, Buses and Off-Road Freight Equipment	\$150
		Enhanced Fleet Modernization Program, School Buses and Transportation Equity Projects	\$75
		Agricultural Diesel Engine Replacement and Upgrades	\$50
Healthy Forests	CAL FIRE	Healthy and Resilient Forests	\$165
		Forest Carbon Plan: Prescribed Fire and Fuel Reduction	\$35
		2019 Fire Safety and Prevention Legislation	\$8
Climate Smart Agriculture	Department of Food and Agriculture	Healthy Soils	\$18
Short-Lived Climate Pollutants	CalRecycle	Waste Diversion	\$15
	Department of Food and Agriculture	Methane Reduction	\$20
Integrated Climate Action: Mitigation and Resilience	Coastal Commission and SF Bay Conservation and Development Commission	Coastal Resilience	\$4
	California Conservation Corps	Energy Corps	\$7
Research and Technical Assistance	Natural Resources Agency, California Energy Commission, Office of Planning and Research, and Strategic Growth Council	Climate Change Research, Technical Assistance, and Capacity Building	\$25
Workforce Training	Workforce Development Board	Apprenticeships and Job Creation/Just Transition Strategies for a Carbon Neutral Economy	\$33
<b>Total</b>			<b>\$965</b>

Housing and Homelessness

Housing production and affordability remain a top priority for the Newsom Administration and a lack of affordable housing directly contributes to the homelessness epidemic seen across the state. To address the housing crisis, the Budget builds upon last year’s investments and helps to provide access to services to individuals and families with immediate needs. In total, the Governor’s budget proposes to spend \$6.8 billion across multiple departments and programs to address housing throughout the State.

Notably, the Governor’s proposed budget includes a \$750 million one-time expenditure to establish the California Access to Housing and Services Fund that will be administered by the state’s Department of Social Services. The primary goals of the proposed Fund are to reduce homelessness by moving individuals and families into stable housing, and to increase the number of units available as a stable housing option for individuals and families who are homeless or at risk of becoming homeless.

The Fund will flow through performance-based contracts between the state and regional administrators. If approved, regional administrators would provide short- and long-term rental subsidies, make small and medium-sized contributions to encourage development of new units in exchange for a rental credit, and stabilize board and care facilities by funding capital projects and/or operating subsidies. The Fund will also be used to engage with landlords to secure units and negotiate individual client leases, provide tenancy support services, and coordinate case management with counties for those receiving rental subsidies to ensure they are enrolled in eligible public assistance programs.

The Governor has proposed that, to the extent feasible, state funding will be coupled with the use of state properties to expedite the development of more affordable and supportive housing.

**Legislative Deadlines in Sacramento**

The California Legislature reconvened on January 6, 2020 and immediately faced important deadlines for bills making their way through the legislative process. Chief among them included a January 31, 2020 deadline by which each house had to pass bills introduced in that house in the first year of the two year session. This deadline impacted bills such as Senate Bill (SB) 50, for example, which was introduced in 2019 but made a two-year bill. The table below includes both recent and upcoming bill deadlines:

Date	Deadline
<b>January 17, 2020</b>	Last day for policy committees to hear and report to fiscal committees fiscal bills introduced in their house in the odd-numbered year.
<b>January 24, 2020</b>	Last day for any committee to hear and report to the floor bills introduced in that house in the odd-numbered year. Last day to submit bill requests to the Office of Legislative Counsel.
<b>January 31, 2020</b>	Last day for each house to pass bills introduced in that house in the odd-numbered year.
<b>February 21, 2020</b>	Last day for bills to be introduced.

**SB 50 Update**

SB 50, introduced by Senator Scott Wiener (D-San Francisco) in 2019, garnered much attention in the month of January as speculation increased as to whether the bill would meet legislative

deadlines and continue on through the legislature. SB 50 was designated a two-year bill last year when Senate Appropriations Committee Chairman Anthony Portantino (D-La Cañada Flintridge) shelved the bill. The bill would grant density bonuses to developers of certain types of housing projects, thereby overriding locally developed height limitations, housing densities, and parking requirements. The bonus is referred to as an “equitable communities incentive.” The applicability of SB 50 varies depending on the population of a city and county.

SB 50 was amended on January 6, 2020 to delay implementation until 2023. It also includes provisions that would allow a local jurisdiction to develop a “local flexibility plan,” essentially an alternative plan for jurisdictions to achieve the goals and objectives of SB 50 without being subject to its provisions on height limitations, housing densities, and parking requirements overrides. Guidelines for such a plan would be developed by the Governor’s Office of Planning and Research (OPR), in consultation with the California Department of Housing and Community Development (HCD). HCD would also be tasked with approving these local flexibility plans.

On Friday 17, 2020, Senate President pro Tempore Toni Atkins (D-San Diego) announced that the Senate Rules Committee – which the President pro Tempore chairs – would pull back SB 50 from the Senate Appropriations Committee, thus sidestepping the Appropriations Committee and Senator Portantino. This procedural move increases the chances of a full Senate floor vote on SB 50, which needs to pass the Senate by January 31, 2020 in order to continue on this session.

#### **SB 732 Update**

SB 732, introduced by Senator Ben Allen (D-Santa Monica) and sponsored by the South Coast Air Quality Management District (SCAQMD), would authorize the SCAQMD board to create a transactions and use taxing district contiguous with its boundaries in order to implement projects that reduce air pollution. These projects would first fully implement the state implementation plan for the SCAQMD and any subsequent air quality attainment plans to meet state and federal ambient air quality standards, as well as reduce air pollutants and carry out transit and transportation projects that reduce air pollution. SB 732 was scheduled to be heard in the Senate Appropriations Committee on January 21, 2020, but the hearing was cancelled at the request of Senator Allen given the opposition of influential groups. Like SB 50, SB 732 must be passed by the Senate before the January 31, 2020 deadline.

#### **March 2020 Statewide Ballot Measures**

On March 3, 2020, California voters will head to the polls for an election deciding local, state, and federal races. Voters will also decide on one statewide ballot measure, Proposition 13. Proposition 13 is a \$15 billion construction bond that would pay for school infrastructure. Placed on the ballot by the Legislature through Assembly Bill (AB) 48 (Chapter 530, Statutes of 2019), the bond would authorize facility repair, construction, and modernization at public preschools, K-12 schools, community colleges, and universities. If approved by the voters, \$6 billion would be evenly split

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between the University of California, California State University, and community colleges. The remaining \$9 billion would go to K-12 schools.

## **FEDERAL**

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### **House Democrats to Unveil Infrastructure Bill**

On January 16, 2020, House Speaker Nancy Pelosi (D-San Francisco) told reporters that House Democrats would be unveiling an infrastructure bill at the end of January. Last May, discussions over a potential infrastructure deal between Democratic leaders and the White House failed as President Trump requested that Congress ratify the United States-Mexico-Canada (USMCA) Trade Agreement first before discussing infrastructure. Congress ratified the USMCA trade agreement in early January and now awaits the President's signature. According to Speaker Pelosi, the White House "might be interested in cooperating in other ways" given the passage of the USMCA Trade agreement.

### **House of Representatives Votes to Raise Cap on State and Local Tax (SALT) Deductions**

Just before the House of Representatives recessed for the holiday season, it passed House Resolution (H.R.) 5377 related to SALT deductions. The SALT deduction allows taxpayers to deduct the amount of state and local taxes that they have paid from their federal taxes. This allowance supports state and local authority to impose the taxes necessary to provide public services, following the longstanding U.S. system of fiscal federalism. The existing cap of \$10,000 opens taxpayers to being taxed twice on the same income: once by states and localities and then again by the federal government. H.R. 5377 would increase the cap for married, joint-filers to \$20,000 for their 2019 taxes and eliminate the deduction cap entirely for 2020 and 2021. A corresponding bill has not been introduced in the Senate and the White House has expressed its opposition to H.R. 5377.

### **FISCAL IMPACT:**

Work associated with the State and Federal Legislative Update is contained in the Indirect Cost budget, Legislation 810-0120.10.





**AGENDA ITEM 15**  
**REPORT**

Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**February 6, 2020**

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

**From:** Basil Panas, Chief Financial Officer, Finance, 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>
Daily Journal Corporation	FY20 Pub Notices For Draft Con	\$29,204
Daily Journal Corporation	Pub Notices For Draft Connect SoCal	\$28,096
Pacific Office Interiors	FY20 Ventura Office Furniture Lease	\$27,168
Liebert Cassidy Whitmore	Legal Service	\$15,000
Ortega Consulting	Event Planning Services	\$10,000
LRS Program Delivery Inc.	Project Management Lead Workplan	\$10,000
Cprime Inc.	Agile Software Training	\$9,999
Softwareone Inc.	FY20 Adobe Renewal	\$6,808
Moo Inc.	FY20 Business Card Printing	\$5,699

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

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
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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.*

**OUR VISION**

*Southern California's Catalyst for a Brighter Future*

**OUR CORE VALUES**

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



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

<b><u>Consultant/Contract #</u></b>	<b><u>Contract's Purpose</u></b>	<b><u>Contract Amount</u></b>
1. Steer Davies Gleave Inc. (19-058-C01)	The consultant shall provide technical assistance and coordination for the performance evaluation of the Future Communities Pilot Program (FCPP), a new SCAG grant program supporting eight projects in the Counties of Los Angeles, Orange, Riverside, and San Bernardino. The FCPP is a partnership between SCAG and the Mobile Source Air Pollution Reduction Review Committee (MSRC) to support city and county agencies in implementing SCAG's 2016 Regional Transportation Plan/Sustainable Communities Strategy and the funding goals of Senate Bill 1 (SB1).	\$149,123
2. Iteris, Inc. (19-039-C01)	Consistent with the requirements of the Caltrans Regional Planning grant that funds this project, the consultant shall identify new or alternative freight routes to mitigate the impacts from freight traffic that generates GHG emissions, particulate matter and other criteria pollutants that disproportionately affect disadvantaged communities (DAC) adjacent to these corridors. The project shall help identify approaches to relieve much of the burden on DACs in Ventura County.	\$141,997
3. Regional Analysis & Planning Services, Inc. (20-009-C01)	Staff obtained assistance with reviewing the language changes to SCAG's various Policy and Procedures Manuals to make the changes required by the Caltrans Corrective Actions Plans; as well as to provide expert technical assistance and support to SCAG regarding its efforts to improve its Accounting, Budget & Grants and Procurement related functions, along with implementing best practices.	\$36,300

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

<b><u>Consultant/Contract #</u></b>	<b><u>Amendment's Purpose</u></b>	<b><u>Amendment Amount</u></b>
1. Capital Representation Group (15-002-C1)	This amendment increases the contract value from \$441,574 to \$516,574 (\$75,000) and extends the contract term from 9/29/19 to 3/31/20. Both the contract value increase and extension are necessary for the continuity of critical active legislative initiatives.	\$75,000
2. Cambridge Systematics, Inc. (19-007-C01)	This consultant shall provide the additional Hosting, Maintenance, and Support (HMS) for the transit asset management (TAM) database.	\$49,492
3. WSP USA, Inc. (19-018-C01)	The consultant shall enhance certain components of the SCAG Travel Activity-Based Travel Demand Model (Model) functionalities, including, but not limited to the following items: <ul style="list-style-type: none"> <li>- Analysis of parking cost strategy,</li> <li>- Mode choice model enhancement,</li> <li>- Cordon pricing analysis, and</li> <li>- Induced demand</li> </ul> These additions will increase the analytical capability of the Model.	\$44,306
4. Fehr & Peers (19-018-C02)	The consultant shall provide further enhancements to the functionality of the Activity Based Travel Demand Model, specifically its automatic archiving function.	\$14,273
5. Urban Design 4 Health (18-027A-C01)	The consultant shall provide additional analysis related to Task 2.2, Update Base-Year Health Survey Data.	\$13,114



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

<b><u>Consultant/Contract #</u></b>	<b><u>Amendment's Purpose</u></b>	<b><u>Amendment Amount</u></b>
6. The Meltwater Group (17-004-C1)	The purpose of this Amendment is to extend the contract term to a new expiration date to ensure uninterrupted media monitoring coverage during a critical time in the RTP/SCS cycle while staff conducts a new procurement for media monitoring services.	\$7,304
7. Best Best & Krieger (20-002-C01)	The consultant shall provide SCAG as-needed legal services. Specifically, SCAG has an increased need for contract review services to augment the work currently being done by the Deputy Legal Counsel and to address a current need in the Finance Department for legal review services of draft contracts and Memorandums of Understanding (MOUs) and other agency agreements.	\$48,490

**ATTACHMENT(S):**

1. Contract Summary 19-058-C01
2. Contract Summary 19-039-C01
3. Contract Summary 20-009-C01
4. Contract Summary 15-002-SS1 Amendment 6
5. Contract Summary 19-007-C01 Amendment 1
6. Contract Summary 19-018-C01 Amendment 1
7. Contract Summary 19-018-C02 Amendment 1
8. Contract Summary 18-027A-C01 Amendment 1
9. Contract Summary 17-004-C1 Amendment 3
10. Contract Summary 20-002-C01 Amendment 2

## CONSULTANT CONTRACT 19-058-C01

<b>Recommended Consultant:</b>	Steer Davies Gleave Inc.						
<b>Background &amp; Scope of Work:</b>	The consultant shall provide technical assistance and coordination for the performance evaluation of the Future Communities Pilot Program (FCPP), a new SCAG grant program supporting eight projects in the Counties of Los Angeles, Orange, Riverside, and San Bernardino. The FCPP is a partnership between SCAG and the Mobile Source Air Pollution Reduction Review Committee (MSRC) to support city and county agencies in implementing SCAG’s 2016 Regional Transportation Plan/Sustainable Communities Strategy and the funding goals of Senate Bill 1 (SB1). These innovative pilot projects will help reduce vehicle miles travelled (VMT) from local travel and municipal operations through the use of new technologies and enhanced data analytics.						
<b>Project’s Benefits &amp; Key Deliverables:</b>	<p>The project’s benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none"><li>• Reducing VMT from local travel and municipal operations to improve air quality;</li><li>• Improving the efficiency and reducing costs of county and municipal services;</li><li>• Testing innovative approaches in a variety of contexts (large, small, urban, rural communities) for reducing VMT through the application of new technologies and data analytics; and</li><li>• Identifying and quantifying the relative impact of strategies to promote replication of best practices and policy development, facilitating wide-scale adoption of the most promising strategies.</li></ul>						
<b>Strategic Plan:</b>	<p>This item supports multiple goals found within SCAG’s Strategic Plan:</p> <ol style="list-style-type: none"><li>1. Produce innovative solutions that improve the quality of life for Southern Californians.</li><li>2. Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.</li><li>3. Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.</li></ol> <p>Additionally, this item supports SCAG’s Future Communities Initiative, a three-year work program for implementing the policy direction from SCAG’s Open Data/Big Data – Smart and Connected SCAG Region Committee.</p>						
<b>Contract Amount:</b>	<table border="0" style="width: 100%;"><tr><td style="width: 60%;"><b>Total not to exceed</b></td><td style="text-align: right;"><b>\$149,123</b></td></tr><tr><td>Steer Davies Gleave Inc. (prime consultant)</td><td style="text-align: right;">\$146,462</td></tr><tr><td>Entech Consulting Group (subconsultant)</td><td style="text-align: right;">\$2,661</td></tr></table> <p>Note: Steer Davies Gleave Inc. originally proposed \$158,969, but staff negotiated the price down to \$149,123 without reducing the scope of work.</p>	<b>Total not to exceed</b>	<b>\$149,123</b>	Steer Davies Gleave Inc. (prime consultant)	\$146,462	Entech Consulting Group (subconsultant)	\$2,661
<b>Total not to exceed</b>	<b>\$149,123</b>						
Steer Davies Gleave Inc. (prime consultant)	\$146,462						
Entech Consulting Group (subconsultant)	\$2,661						
<b>Contract Period:</b>	November 19, 2019 through April 30, 2021						
<b>Project Number(s):</b>	280-4824U3.01 \$35,412 (FY18 SB1) 280-4824E.01 \$4,588 (TDA)						

Attachment: Contract Summary 19-058-C01 (Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 -

280-4824U5.02 \$30,985 (FY19 SB1)  
280-4824E.02 \$4,015 (TDA)

Funding source(s): Senate Bill 1 (SB1 Formula Funds) and Federal Transit Administration (FTA) Transportation Development Act (TDA).

Funding of \$75,000 is available in the FY 2019-20 budget, and the remaining \$74,123 is expected to be available in the FY 2020-21 budget in Project Number 20-280.4824.02, subject to budget availability.

**Request for Proposal (RFP):** SCAG staff notified 1,822 firms of the release of RFP 19-058 via SCAG’s Solicitation Management System website. A total of 52 firms downloaded the RFP. SCAG received the following two (2) proposals in response to the solicitation:

<b>Steer Davies Gleave (1 subconsultant)</b>	<b>\$158,969</b>
ZelDesign (no subconsultants)	\$172,480

**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:

Marisa Laderach, Associate Regional Planner(Project Manager), SCAG  
Philip Law, Manager of Transit/Rail, SCAG  
Charles Lau, Associate Transportation Planner, Caltrans District 7

**Basis for Selection:** The PRC recommended Steer for the contract award because the consultant:

- Provided the best technical approach, for example, by integrating innovative solutions and creative additions that were not originally included in the requested scope of work, but will add tremendous value and help with the success of the project;
- Provided the best overall value for the level of effort proposed; and
- Proposed the lowest price.

## CONSULTANT CONTRACT 19-039-C01

**Recommended Consultant:**

Iteris, Inc.

**Background & Scope of Work:**

Ventura County Transportation Commission and the Port of Hueneme have partnered to develop the Ventura County Freight Corridor Study to identify and prioritize the most significant freight corridors in the County with the objective of mitigating impacts associated with freight traffic, greenhouse gas (GHG) emissions, and air quality by planning for a safer, more efficient, sustainable freight connection beyond US 101, and between US 101 and the regional highways (SR 126 and SR 118).

Consistent with the requirements of the Caltrans Regional Planning grant that funds this project, the consultant shall identify new or alternative freight routes to mitigate the impacts from freight traffic that generates GHG emissions, particulate matter and other criteria pollutants that disproportionately affect disadvantaged communities (DAC) adjacent to these corridors. The project shall help identify approaches to relieve much of the burden on DACs in Ventura County.

**Project's Benefits & Key Deliverables:**

The project's benefits and key deliverables include, but are not limited to:

- Identifying the primary freight connections beyond US 101 and between the regional highways (e.g. SRs 118 and 126), including primary and arterial roadways as well as, connections outside the County;
- Improving freight efficiency and increasing the competitiveness of California's freight system by aligning with the California Sustainable Freight Action Plan;
- Improving the safety and efficiency of freight movement throughout Ventura County and the SCAG region for transporters, the community, and the environment; and
- A Freight Corridor Study Report.

**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:**

<b>Total not to exceed</b>	<b>\$141,997</b>
Iteris, Inc. (prime consultant)	\$106,929
Wiltec (subconsultant)	\$25,000
Celtis Ventures, Inc. (subconsultant)	\$10,068

Note: Iteris originally proposed \$156,842, but staff negotiated the price down to \$141,997 without reducing the scope of work.

**Contract Period:**

October 10, 2019 through December 31, 2020

**Project Number(s):**

145-4847H1.

145-4847Q8.01

Funding source(s): Consolidated Planning Grant (CPG) – Federal Highway Administration (FHWA) State Planning and Research, Ventura County Transportation Commission and Port of Hueneme Cash Match.

Funding of \$53,000 is available in the FY 2019-20 budget, and the remaining \$88,997 is expected to be available in the FY 2020-21 budget in Project Number 145-4847.01, subject to budget availability.

**Request for Proposal (RFP):**

SCAG staff notified 1,909 firms of the release of RFP 19-039 via SCAG’s Solicitation Management System website. A total of 40 firms downloaded the RFP. SCAG received the following five (5) proposals in response to the solicitation:

<b>Iteris, Inc. (2 subconsultants)</b>	<b>\$156,842</b>
Fehr & Peers (2 subconsultants)	\$124,976
CPCS Transcom, Inc. (3 subconsultants)	\$316,288
Cambridge Systematics (1 subconsultant)	\$376,588
Dewberry Engineers, Inc. (1 subconsultant)	\$541,139

**Selection Process:**

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

The PRC consisted of the following individuals:

- Mike Jones, Senior Transportation Planner, SCAG
- Caitlin Brooks, Program Manager, Ventura County Transportation Commission
- Andrew Kent, Planning Analyst, Ventura County Transportation Commission
- Cam Spencer, Public and Government Relations Manager, The Port of Hueneme
- Dan Kopulsky, Chief, Office of Multimodal System Planning, Caltrans District 7

**Basis for Selection:**

- The PRC recommended Iteris, Inc. for the contract award because the consultant:
- Demonstrated the best understanding of the context of project, specifically demonstrating more extensive and relevant experience with similar projects. As an example, in both written proposals and interviews, the consultant demonstrated an awareness and understanding of issues that demanded consideration in the approach to completing the scope of work including land-use challenges (e.g., urban versus agriculture), infrastructure characteristics, and a lack of revenue streams in the form of local transportation sales tax measures. Consultant also showed the best understanding of the need to include organizations with priorities that sometimes conflict with freight transportation issues as primary stakeholders through the project outreach process; and
  - Provided the best technical approach through a clear articulation of proposed data collection strategies, analysis methodologies, and modeling experience specifically, with regard to the use of the Ventura County Transportation Commission travel model. The consultant also identified the necessity to link the technical outcomes of the study to Caltrans and U.S. DOT/FHWA performance measures (e.g., National Performance Management Research Data. The consultant also proposed leveraging other ongoing and similar projects in Ventura County to share cost burdens and provide access to greater amounts of data and analysis. Only one other vendor proposed a similar



approach, though more linked to work being done at the state level versus local efforts.

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

- Provided a significantly lower degree of outlined specificity for technical work;
- Offered a lower level of responsiveness and ability to deliver anticipated scope outcomes compared to the selected firm; and

Identified fewer hours for staffing which raised some concern that the amount of resources might prove inadequate for the needs of the project.

## CONSULTANT CONTRACT 20-009-C01

<b>Recommended Consultant:</b>	Regional Analysis & Planning Services, Inc.	
<b>Background &amp; Scope of Work:</b>	Staff obtained assistance with reviewing the language changes to SCAG's various Policy and Procedures Manual to make the changes required by the Caltrans Corrective Actions Plans; as well as to provide expert technical assistance and support to SCAG regarding its efforts to improve its Accounting, Budget & Grants and Procurement related functions, along with implementing best practices. Accordingly, staff engaged the consultant because the principals of the firm were former heads of Caltrans Audits and Investigations.	
<b>Project's Benefits &amp; Key Deliverables:</b>	The project's benefits and key deliverables include, but are not limited to: <ul style="list-style-type: none"><li>• Quality response that address the concerns raised in the Caltrans audits, and</li><li>• Mitigating impacts of findings and disallowed costs.</li></ul>	
<b>Strategic Plan:</b>	This item supports SCAG's Strategic Plan Goal 7: Secure funding to support agency priorities to effectively and efficiently deliver work products.	
<b>Contract Amount:</b>	<b>Total not to exceed</b> Regional Analysis & Planning Services, Inc. (prime consultant)	<b>\$36,300</b>
<b>Contract Period:</b>	October 2, 2019 through June 30, 2020	
<b>Project Number(s):</b>	800-0160.04 \$36,300 Funding source: General Fund	
<b>Request for Proposal (RFP):</b>	N/A - Sole Source	
<b>Selection Process:</b>	The subject contract award is in accordance with the Regional Council Policy Manual, Article VIII, Section 1.2 (updated September 2009, pg. 26), and the SCAG Procurement Manual (sections 3.3. and 3.4) which authorizes the Executive Director or his designee (the Chief Financial Officer) to approve a consultant contract without competition, if the contract is less than \$200,000 and paid for from the General Fund.	
<b>Basis for Selection:</b>	As previously stated, staff had a need to obtain assistance with reviewing the language changes to SCAG's various Policy and Procedures Manual to make the changes required by the Caltrans Corrective Actions Plans, as well as to provide expert technical assistance and support to SCAG regarding its efforts to improve its Accounting, Budget & Grants and Procurement-related functions. Staff engaged the consultant because the principals of the firm are industry leading experts, having been former heads of Caltrans Audits and Investigations. The principal and their staff provide SCAG invaluable access to a wealth of information that enable SCAG to ensure its policies and procedures current with federal and state guidelines and help implement best practices.	

## CONTRACT 15-002-SS1 AMENDMENT 6

**Consultant:** Capital Representation Group

**Background & Scope of Work:** In September 2014, SCAG awarded Contract 15-002-C1 to Capital Representation Group to provide legislative advocacy services in Sacramento, California. This amendment increases the contract value from \$441,574 to \$516,574 (\$75,000) and extends the contract term from 9/29/19 to 3/31/20. Both the contract value increase and extension are necessary for the continuity of critical active legislative initiatives.

**Project's Benefits & Key Deliverables:** Among other things, the Consultant shall actively monitor Sacramento legislation of interest to SCAG including committee hearings, serve as SCAG's representative at Transportation, Appropriations, Budget Committees or any other legislative committees and, actively advocate SCAG's positions as directed. Consultant shall also monitor and report on legislation of interest to SCAG as well as monitor the project/programming/allocation discussions and actions of state government, specifically the California Transportation Commission, Caltrans, Air Resources Board, and the Strategic Growth Council.

**Strategic Plan:** This item supports SCAG's Strategic Plan Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities; Objective 1: Identify new infrastructure funding opportunities with state, federal and private partners; Objective 2: Identify and Support Legislative Initiatives.

**Amendment Amount:**

Amendment 6	\$75,000
Amendment 5 (administrative - no increase in contract value)	
Amendment 4 (administrative - no increase in contract value)	
Amendment 3 (administrative - no increase in contract value)	
Amendment 2 (administrative - no increase in contract value)	
Amendment 1 (administrative - no increase in contract value)	
Original contract value	<u>\$441,574</u>
<b>Total contract value is not to exceed</b>	<b>\$516,574</b>

This amendment does not exceed \$75,000 or 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual (dated 12/04/19) Section 9.3, it does not require the Regional Council's approval.

**Contract Period:** September 29, 2014 through March 31, 2020

**Project Number:** 800-0160.02 \$75,000.00  
Funding sources: General Fund

**Basis for the Amendment:** This extension is necessary as SCAG is currently working on a particularly important legislative initiative, namely the securing of housing production and planning grant funds from the state budget. While these funds appear to have been secured during this year's budgetary process, our next steps will include educating and informing the state legislature on how these funds are being used and how those uses support the program's stated goals to increase housing production. In addition, SCAG is also engaged in advocacy to oppose legislative

efforts that could negatively impact the projects contained within our 2016 Regional Transportation Plan / Sustainable Communities Strategy (RTP/SCS) and 2020 Connect SoCal documents. Securing and justifying first-ever housing and production grant funds, and protecting transportation projects within our regional plans are highly complex and delicate assignments. The advocacy to accomplish these ends is benefited by the consistency of the working relationships that we have with members of the legislature.

Staff will begin re-solicitation for the State Lobbyist services by January 2020.

## CONTRACT 19-007-C01 AMENDMENT 1

<b>Consultant:</b>	Cambridge Systematics, Inc.						
<b>Background &amp; Scope of Work:</b>	<p>In December 2018, SCAG awarded Contract 19-007-C01 to Cambridge Systematics, Inc. to provide SCAG assistance in setting federally required regional transit asset management targets. SCAG has federally mandated responsibilities for coordination, target setting and progress reporting as part of its metropolitan transportation planning and programming activities, for a number of federally established performance measures including, but not limited to, transit asset management (TAM). The consultant is assisting SCAG with developing regional TAM performance measures and targets for inclusion in Connect SoCal, the 2020 Regional Transportation Plan/Sustainable Communities Strategy. This project will also help establish a process for ongoing target setting and evaluation, performance monitoring, and progress reporting for future plans and programs.</p> <p>This amendment is necessary to cover Hosting, Maintenance, and Support (HMS) for the TAM database for the period January 1, 2020 through the end of the contract period, June 30, 2020.</p> <p>This amendment also increases the contract value from \$307,047 to \$356,539 (\$49,492).</p>						
<b>Project's Benefits &amp; Key Deliverables:</b>	<p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none"><li>• A comprehensive inventory of the region's transit assets;</li><li>• An understanding of TAM needs that will support Connect SoCal;</li><li>• Consensus among the region's transit providers on a regional target setting methodology; and</li><li>• TAM targets for inclusion in Connect SoCal.</li></ul>						
<b>Strategic Plan:</b>	This item supports SCAG's Strategic Plan, Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.						
<b>Amendment Amount:</b>	<table border="0" style="width: 100%;"><tr><td style="width: 60%;">Amendment 1</td><td style="text-align: right;">\$49,492</td></tr><tr><td>Original contract value</td><td style="text-align: right;"><u>\$307,047</u></td></tr><tr><td>Total contract value is not to exceed</td><td style="text-align: right;">\$356,539</td></tr></table> <p>This amendment does not exceed \$75,000 or 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual Therefore, in accordance with the SCAG Procurement Manual (dated 12/04/19) Section 9.3, it does not require the Regional Council's approval.</p>	Amendment 1	\$49,492	Original contract value	<u>\$307,047</u>	Total contract value is not to exceed	\$356,539
Amendment 1	\$49,492						
Original contract value	<u>\$307,047</u>						
Total contract value is not to exceed	\$356,539						
<b>Contract Period:</b>	April 4, 2019 through June 30, 2020						
<b>Project Number:</b>	140-0121B.08 \$49,492						
	Funding sources: Federal Transit Administration (FTA) and Transportation Development Act (TDA)						
<b>Basis for the Amendment:</b>	This contract value increase supports the continued hosting, maintenance and technical support for the TAM database and reporting tool for the period January						

1, 2020 through the contract end of June 30, 2020. SCAG seeks to continue supporting the web-based tool in response to expressions of interest among transit operators in the region to use the tool for ongoing transit asset management and reporting requirements. It should be noted that this is an excellent opportunity for SCAG to provide a valuable resource and service to transit providers in our region.

**CONSULTANT CONTRACT 19-018-C01 AMENDMENT 1**

**Recommended Consultant:**

WSP USA, Inc.

**Background & Scope of Work:**

In March 2019, SCAG awarded contracts 19-018-C01 and 19-08-C02 to WSP USA Inc. and Fehr and Peers respectively, to enhance SCAG’s Activity-Based Travel Demand Model (Model). Staff use the Model to analyze SCAG’s various plans, programs and projects; including assessing the impact that various transportation and land use policies have on the 2020 Regional Transportation Plan/Sustainable Communities Strategies (RTP/SCS – also known as Connect SoCal). Staff awarded contract 19-018-C01 to make the Model data more comprehensive for use in the RTP/SCS, and awarded contract 19-018-C02 to improve the Model’s efficiency (make it easier for staff to use).

This amendment (to contract 19-018-C01) is to enhance certain Model components and analytical functionalities, including, but not limited to, the following items:

- Analysis of parking cost strategy;
- Mode choice Model enhancement;
- Cordon pricing analysis; and
- Induced demand.

This amendment also increases the contract value from \$149,367 to \$193,673 (\$44,306) and extends the contract term from 3/31/20 to 6/30/20.

Staff prepared a separate Information Item for the February 6, 2020 Executive Administration / Regional Council Agenda regarding the amendment to contract 19-018-C02.

**Project’s Benefits & Key Deliverables:**

- The project’s benefits and key deliverables include, but are not limited to:
- Providing a comprehensive Model that is capable of analyzing various transportation improvements and policies in support of the 2020 Connect SoCal and other major plans and projects;
  - Providing SCAG staff technical assistance, as well as providing programming support on Model output analysis; and
  - Delivering Model software and Model documentation.

**Strategic Plan:**

This item supports SCAG’s Strategic Plan Goal 3: Be the foremost data information hub for the region; Objective: a) Develop and maintain models, tools, and data sets that support innovative plan development, policy analysis and project implementation.

**Amendment Amount:**

Amendment 1	\$44,306
Original contract value	<u>\$149,367</u>
<b>Total contract value is not to exceed</b>	<b>\$193,673</b>

This amendment does not exceed \$75,000 or 30% of the contract’s original value. Therefore, in accordance with the SCAG Procurement Manual (dated 12/04/19) Section 9.3, it does not require the Regional Council’s approval.

Attachment: Contract Summary 19-018-C01 Amendment 1 (Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments

**Contract Period:** March 19, 2019 through June 30, 2020

**Project Number(s):** 070-130B.10 \$44,306

Funding sources: Federal Transit Administration (FTA) Transportation Development Act (TDA)

Funding of \$94,745 was available in the FY 2018-19 budget, and the remaining \$98,928 is expected to be available in the FY 2019-20 budget in Project Number 070-0130B.10, subject to budget availability.

**Basis for the Amendment:**

Staff's recent review of the Model found that a more comprehensive update of the Model would be required than what was envisioned in the original scope of work. To enhance the Model's capability to fully support the analysis for the 2020 RTP/SCS and to improve the accuracy of the Model's forecasting capabilities, SCAG modeling staff requires the consultant to perform following (2) two tasks:

1. Perform enhancement of Model components for forecast years - The consultant shall enhance 1) Parking cost strategy for job centers, 2) Detailed calibration and validation for transit rail modes by line, 3) Mode choice Model enhancement, and 4) freeway network capacity and volume delay function analysis.
2. Improve the Model's analytical functionalities for 1) cordon pricing strategy, 2) parking cost, and 3) induced demand.

Without these enhancements SCAG's Model will not provide as reliable an analysis to the 2020 RTP/SCS.



## CONTRACT 19-018-C02 AMENDMENT 1

**Consultant:** Fehr & Peers

**Background & Scope of Work:** In March 2019, SCAG awarded contracts 19-018-C01 and 19-08-C02 to WSP USA Inc. and Fehr and Peers respectively, to enhance SCAG’s Activity-Based Travel Demand Model (Model). Staff use the Model to analyze SCAG’s various plans, programs and projects; including assessing the impact that various transportation and land use policies have on the 2020 Regional Transportation Plan/Sustainable Communities Strategies (RTP/SCS – also known as Connect SoCal). Staff awarded contract 19-018-C01 to make the Model data more comprehensive for use in the RTP/SCS, and awarded contract 19-018-C02 to improve the Model’s efficiency (make it easier for staff to use).

This amendment (to contract 19-018-C02) will enable the consultant to create two tools related to the Model’s automatic archiving function: 1) Model operation management tool; and 2) Model output analysis and reporting tool. Both tools will make the Model easier for staff to use.

This amendment also increases the contract value from \$49,581 to \$63,854 (\$14,273) and extends the contract term from 3/30/20 to 6/30/20.

Staff prepared a separate Information Item for the February 6, 2020 Executive Administration / Regional Council Agenda regarding the amendment to contract 19-018-C01.

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

- Providing a comprehensive Model that is capable of analyzing various transportation improvements and policies in support of the 2020 Regional Transportation Plan / Sustainability Communities Plan (RTP/SCS also known as Connect SoCal) and other major plans and projects;
- Providing transportation Model software that can streamline Model operations and minimize Model running time;
- Providing SCAG staff technical assistance, as well as providing programming support on Model output analysis; and
- Delivering Model software and Model documentation.

**Strategic Plan:** This item supports SCAG’s Strategic Plan Goal 3: Be the foremost data information hub for the region; Objective: a) Develop and maintain models, tools, and data sets that support innovative plan development, policy analysis and project implementation.

<b>Amendment</b>	Amendment 1	\$14,273
<b>Amount:</b>	Original contract value	<u>\$49,581</u>
	<b>Total contract value is not to exceed</b>	<b>\$63,854</b>

This amendment does not exceed \$75,000 or 30% of the contract’s original value. Therefore, in accordance with the SCAG Procurement Manual (dated 12/04/19) Section 9.3, it does not require the Regional Council’s approval.

**Contract Period:** March 31, 2019 through June, 30, 2020

**Project Number:** 070-0130B.10 \$14,273  
Funding sources: Federal Transit Administration (FTA) and Transportation Development Act (TDA)

Funding of \$14,625 was available in the FY 2018-19 budget, and the remaining \$49,229 is expected to be available in the FY 2019-20 budget in Project Number 070-0130B.10, subject to budget availability.

**Basis for the Amendment:** SCAG is using a new Model for 2020 RTP/SCS and it generates more complicated outputs than the previous Model. SCAG's 2020 RTP/SCS also requires more planning scenarios to be tested with Model runs. Due to these changes the data management work is much more intensive than before. The added automatic archiving function will make the Model operation management tool more efficient (easier for staff to use). The added functionality in the Model output analysis and reporting tool will give the tool the flexibility to handle the newly requested measurements from planning departments to support finalizing the 2020 RTP/SCS.

## CONTRACT 18-027A-C01 AMENDMENT 1

**Consultant:** Urban Design 4 Health

**Background & Scope of Work:** In March 2019, SCAG awarded Contract 18-027A-C01 to Urban Design 4 Health to provide updates to improve, streamline, and expand the capabilities of the California Public Health Assessment (C-PHAM) Model. Staff us this Model to calculate reductions in chronic diseases resulting from the implementation of land use and transportation changes, and this data is used in Regional Transpiration Plan / Sustainable Community Strategy (RTP/SCS - also known as Connect SoCal) cycles.

This amendment also increases the contract value from 149,995 to 163,109 (\$13,114).

This increase is due to the need to add hours for more data processing and analysis for the final analysis in Task 2.2, Update Base-Year Health Survey Data.

**Project's Benefits & Key Deliverables:** The project's benefits and key deliverables include, but are not limited to, providing SCAG with the ability to integrate health into its transportation and land use planning efforts by updating the C-PHAM and to employ it in the development and analysis of Connect SoCal development. The primary deliverables include:

- An enhanced C-PHAM (v 2) using the most current data available calibrated to SCAG region;
- A refined demographic control method in comparing future scenarios; and
- An assistance with the interpretation and communication of model outputs.

**Strategic Plan:** This item supports SCAG's Strategic Plan Goal 3: Be the foremost data information hub for the region; Objective A: Develop and maintain models, tools, and data sets that support innovative plan development, policy analysis and project implementation.

**Amendment Amount:**

Amendment 1	\$13,114
Original contract value	<u>\$149,995</u>
<b>Total contract value is not to exceed</b>	<b>\$163,109</b>

This amendment does not exceed \$75,000 or 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual (dated 12/04/19) Section 9.3, it does not require the Regional Council's approval.

**Contract Period:** March 20, 2019 through January 31, 2020

**Project Number:** 070-2665B.01 \$134,295  
070-2665E.01 \$28,814

Funding source(s): Consolidated Planning Grant (CPG) – Federal Transit Administration (FTA) and Transportation Development Act (TDA)

Funding of \$100,000 was available in the FY 2018-19 budget, and the remaining \$63,109 is available in the FY 2019-20 budget in Project Numbers 070-2665B.01.

**Basis for the Amendment:** Reduced survey samples and new modeling geography were expected based on the requirements of the scope of work. However, as the consultant performed the

model estimation and fitting, associated challenges were more than anticipated and required more hours from spatial analysts than from statistical analysts. Therefore, an amendment to add more hours while shifting hours between the two types of analysts was needed to present more exact, refined results needed for the final deliverables of this project.

**CONTRACT 17-004-C1 AMENDMENT 03**

**Consultant:** The Meltwater Group

**Background & Scope of Work:** In October 2016, SCAG awarded Contract 17-004-C1 to The Meltwater Group to provide a web-based media monitoring software system to the Southern California Association of Governments (SCAG). Specifically the consultant provided a robust and up-to-date database of journalists and content creators for strategic engagement; capacity to track all relevant news coverage; and a platform to distribute press releases to journalists and provide research and analysis on the effectiveness of engagements.

This amendment increases the contract value from \$65,437 to \$72,741 (\$7,304) and extends the contract term from 9/1/19 to 1/1/20.

This increase is to ensure uninterrupted media monitoring coverage during a critical time in the Regional Transportation Plan / Sustainability Community Strategy (RTP/SCS – also known as Connect so Cal), while staff conducts a new procurement for media monitoring services.

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

- News monitoring from U.S.-based print, web and broadcast outlets tracks all items published and aired about SCAG as well as key topics and individuals;
- A searchable and regularly updated database of journalists and media outlets in the United States and the SCAG region in particular;
- The ability to distribute press releases to a comprehensive list of media contacts;
- An analytical reporting feature that can track engagement, such as who inquires, who airs/writes stories, who opened SCAG news releases, and links to coverage to individual media campaigns to help determine the effectiveness of a news release; and
- Media engagement yields promotional and educational value to the agency and its member jurisdictions.

**Strategic Plan:** This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective b: Develop External Communications and Media Strategy to Promote Partnerships, Build Consensus, and Foster Inclusiveness in the Decision Making Process

<b>Amendment Amount:</b>	Amendment 3	\$7,304
	Amendment 2	\$3,652
	Amendment 1 (Term extension, no change to contract’s value)	\$0
	Original contract value	<u>\$61,785</u>
	<b>Total contract value is not to exceed</b>	<b>\$72,741</b>

This amendment does not exceed \$75,000 or 30% of the contract’s original value. Therefore, in accordance with the SCAG Procurement Manual (dated 12/04/19) Section 9.3, it does not require the Regional Council’s approval.

**Contract Period:** September 1, 2019 through January 1, 2020

**Project Number:** 090-0148B.01 \$7,304.00  
Funding sources: Consolidated Planning Grant – Federal Transit Administration (FTA) and Toll Credits

**Basis for the Amendment:** Purpose of this Amendment is to extend the contract term to new expiration date to ensure uninterrupted media monitoring coverage during a critical time in the RTP/SCS cycle while staff conducts a new procurement for media monitoring services.

**CONTRACT 20-002-C01 AMENDMENT 2**

**Consultant:** Best Best & Krieger

**Background & Scope of Work:** In October 2019, SCAG awarded Contract 20-002-C01 to Best Best & Krieger to provide legal support to the Regional Council and provide as-needed legal support to the agency as specified in Task 1. Task 2 provides for litigation support for SCAG. Legal services include, but are not limited to: advising and consulting with the SCAG’s Regional Council and its committees on legal matters; attending Metropolitan Planning Organization (MPO) Executive Director’s meetings with other MPO legal counsels; attending meetings and pursuing specific assignments as directed by SCAG’s Executive Director; collaborating, as needed, on items of Regional Council interest; and reviewing, as necessary, the SCAG Bylaws and Regional Council policies for future opportunities to improve clarity and understanding.

The Board Counsel serves as the primary counsel to SCAG’s main governing board, the Regional Council. Members of SCAG’s internal Legal Department, including the Chief Counsel/Director of Legal Services, and serves as the primary counsel to SCAG staff. The Board Counsel and members of SCAG’s internal Legal Department work together to provide legal services to the agency.

This amendment increases the contract value from \$495,480 to \$543,970 (\$48,490).

This increase in contract value is needed to fund Task 1 of the Contract to allow Consultant to provide SCAG with as-needed legal services. Specifically, SCAG has an increased need for contract review services to augment the work currently being done by the Deputy Legal Counsel and to address a current need in the Finance Department for legal review services of draft contracts and Memorandums of Understanding (MOUs) and other agency agreements.

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

- Legal Counsel Services to the Regional Council on a flat fee monthly basis.
- As Needed Legal Services on an hourly fee basis.

**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.

<b>Amendment Amount:</b>	Amendment 2	\$48,490
	Amendment 1 (administrative – no change to contract value)	\$0
	Original contract value	<u>\$495,480</u>
	<b>Total contract value is not to exceed</b>	<b>\$543,970</b>

This amendment does not exceed \$75,000 or 30% of the contract’s original value. Therefore, in accordance with the SCAG Procurement Manual (dated 12/04/19) Section 9.3, it does not require the Regional Council’s approval.

**Contract Period:** October 23, 2019 through June 30, 2022

**Project Number:** 800-0160.01 \$48,490  
800-0160.01 \$120,00

Funding source: General Fund

Funding of \$168,490 is available in the FY 2019-20 budget, and the remaining \$375,480 is expected to be available and spread out over four (4) fiscal years in project number 800-0160.01, subject to availability.

**Basis for the Amendment:**

This amendment is needed to address an immediate need for contract, MOU and other agreement legal review services in the SCAG Finance Department. A failure to amend this agreement will cause a delay in the finalization of the Regional Transportation Plan / Sustainable Communities Strategy (RTP/SCS – also known as Connect SoCal) and contract processing time to significantly increase, making it difficult for the agency to conduct business and meet deadlines in an efficient manner. The need is especially critical given the timing of the 2020 RTP SCS plan and this current cycle of the Regional Housing Needs Assessment (RHNA).





**AGENDA ITEM 16**  
**REPORT**

Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**February 6, 2020**

**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:**

Receive and File

**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**

In December 2019, SCAG transmitted all outstanding required information and responses to Caltrans regarding the action items in the Caltrans letter of October 8, 2019, to SCAG. Caltrans is evaluating SCAG's Plan of Cost Substitution, and if it is approved, SCAG will not be required to repay \$4,401,565 of disallowed costs.

**Annual Audit**

SCAG's issued its FY19 Comprehensive Annual Financial Report in December and this item is on today's Regional Council (RC) agenda. SCAG's outside independent auditors, Eide Bailly LLP, presented their FY19 audit report to the Audit Committee on January 29, 2020. There were no audit findings and a representative from Eide Bailly will be at the RC meeting to answer questions.

**MEMBERSHIP DUES:**

99.95% of the FY20 dues assessment was collected as of January 22, 2020. Two cities have yet to pay their dues and two cities are being recruited for membership.

**BUDGET & GRANTS (B&G):**

Staff began development of the Fiscal Year (FY) 2020-21 Comprehensive Budget and Overall Work Program (OWP). A draft budget will be presented to the EAC and RC in March.

Staff also began preparation of the FY 2019-20 2<sup>nd</sup> Quarter OWP Progress Report. This mid-year progress report for OWP projects is due to Caltrans on January 30, 2020.

**OUR MISSION**

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

**OUR VISION**

*Southern California's Catalyst for a Brighter Future*

**OUR CORE VALUES**

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



**CONTRACTS:**

In December 2019, the Contracts Department issued two (2) Request for Proposal, awarded four (4) contracts; issued twelve (12) contract amendments; and processed 40 Purchase Orders to support ongoing business and enterprise operations. Staff also administered 118 consultant contracts. Contracts staff continued to negotiate better pricing and reduced costs for services. Thus far in fiscal year 2020 the Contracts Department contract staff has negotiated \$8,636 in budget savings.

**ATTACHMENT(S):**

1. 020620 CFO Charts



# Office of the Chief Financial Officer

## Monthly Status Report

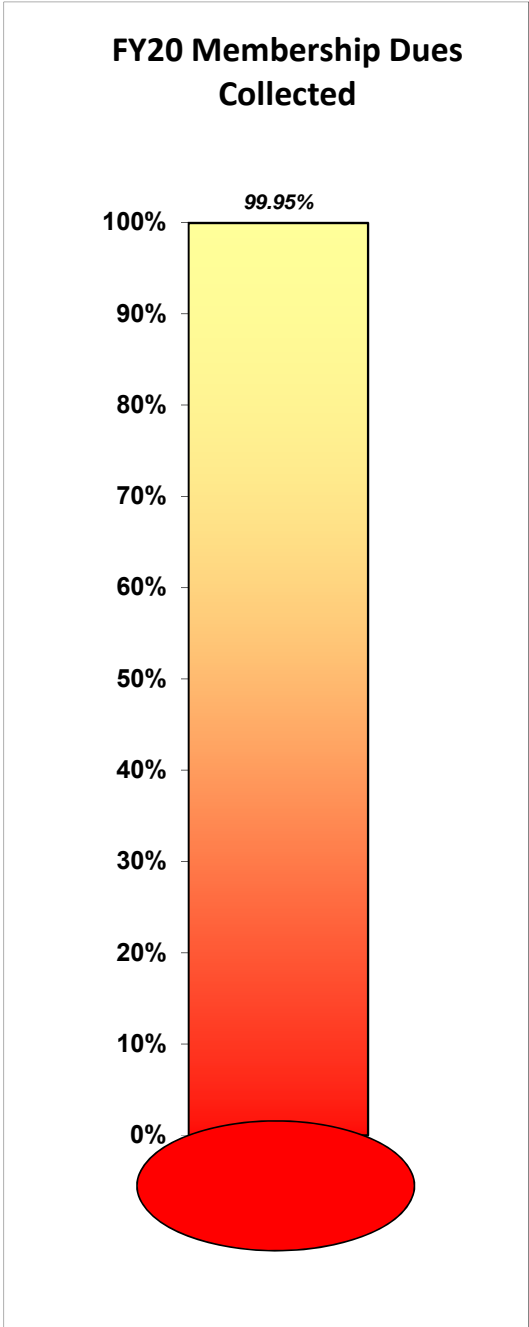
**NOVEMBER 2019**

**OVERVIEW**

As of January 22, 2020, 187 cities and 6 counties had paid their FY20 dues. This represents 99.95% of the dues assessment. Two cities had yet to pay their dues. Two cities are being recruited for membership.

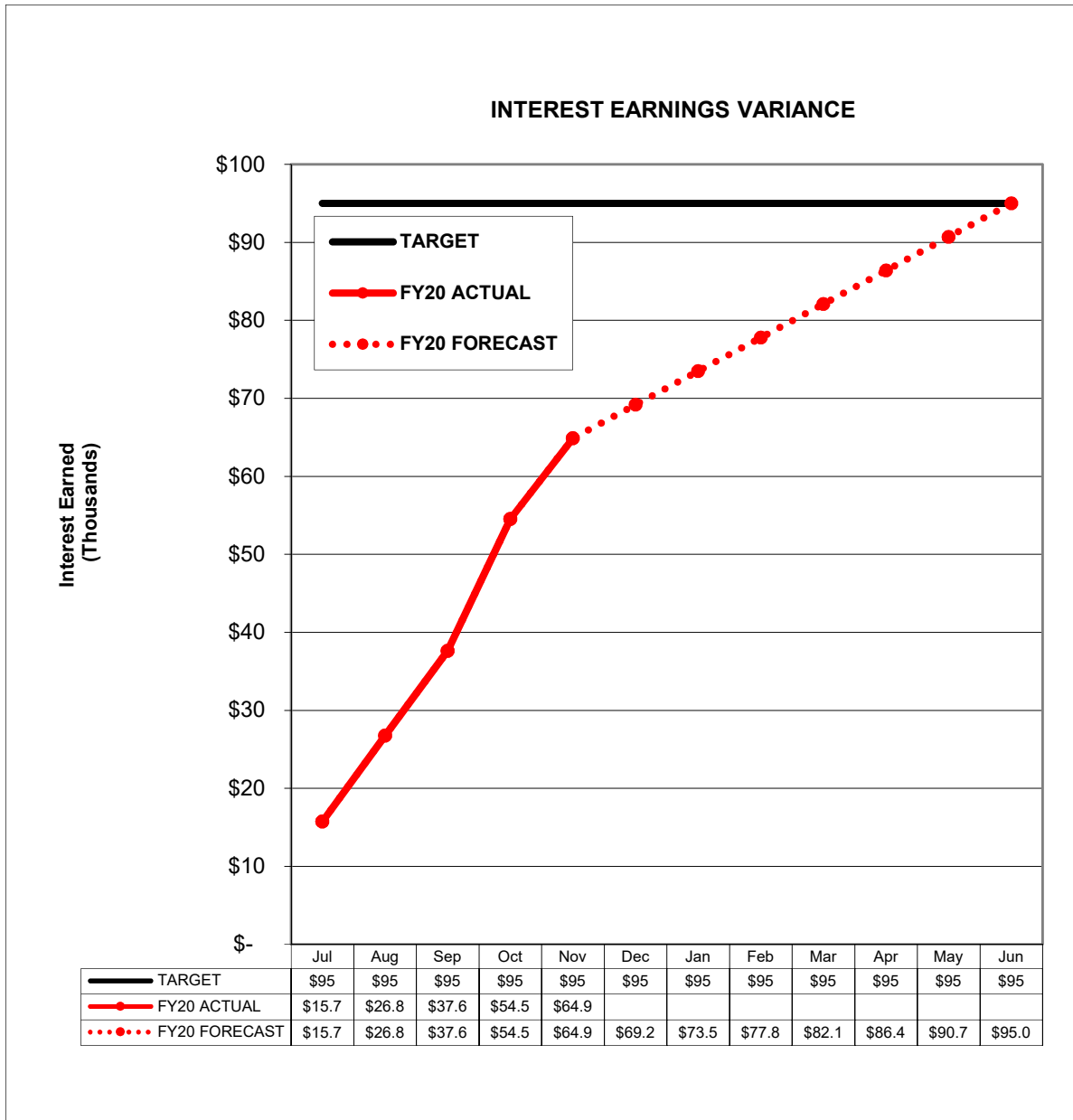
**SUMMARY**

FY20 Membership Dues	<u>\$ 2,113,909</u>
Total Collected	<u>\$ 2,112,850</u>
Percentage Collected	<u>99.95%</u>





**Office of the CFO**  
*Interest Earnings Variance*



Attachment: 020620 CFO Charts (CFO Monthly Report)

**OVERVIEW**

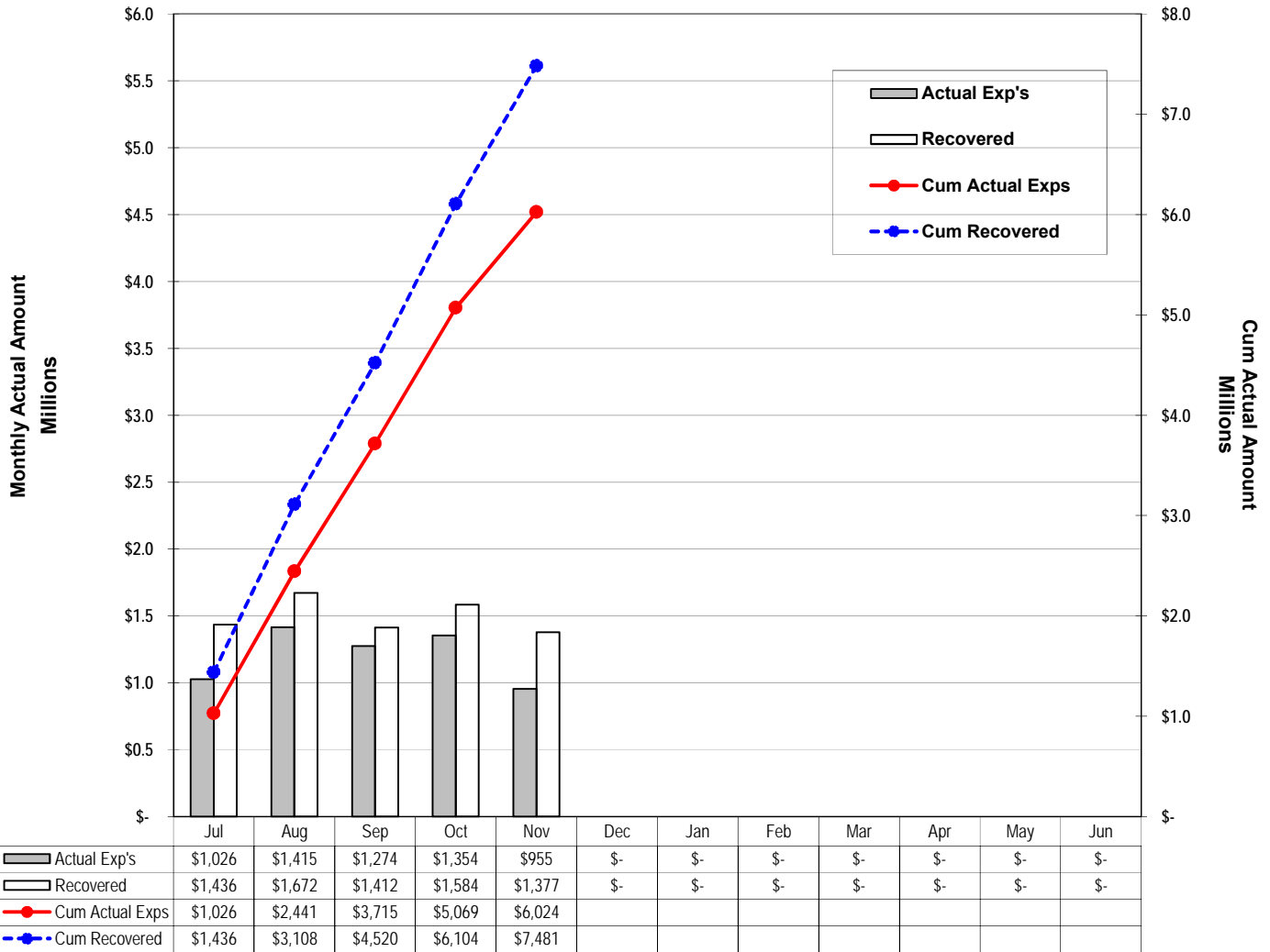
Actual interest income is plotted against the target amount. The amount credited to SCAG's account through November was \$64,881. The LA County Pool earned 1.98% in October.

**SUMMARY**

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



### FY20 INDIRECT COST & RECOVERY



Attachment: 020620 CFO Charts (CFO Monthly Report)

## OVERVIEW

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

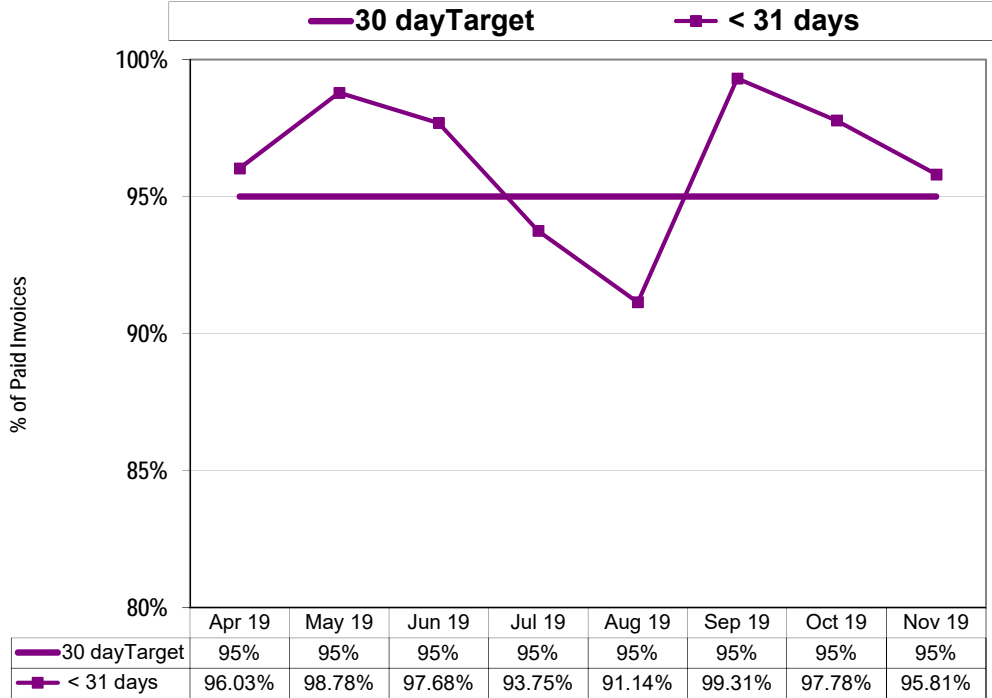
## SUMMARY

**Through November 2019, SCAG was over-recovered by \$1,457,340 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 met.

SUMMARY

95.81% of November 2019's payments were made within 30 days of invoice receipt.  
At month-end, 42 invoices remained unpaid less than 30 days.

Actual

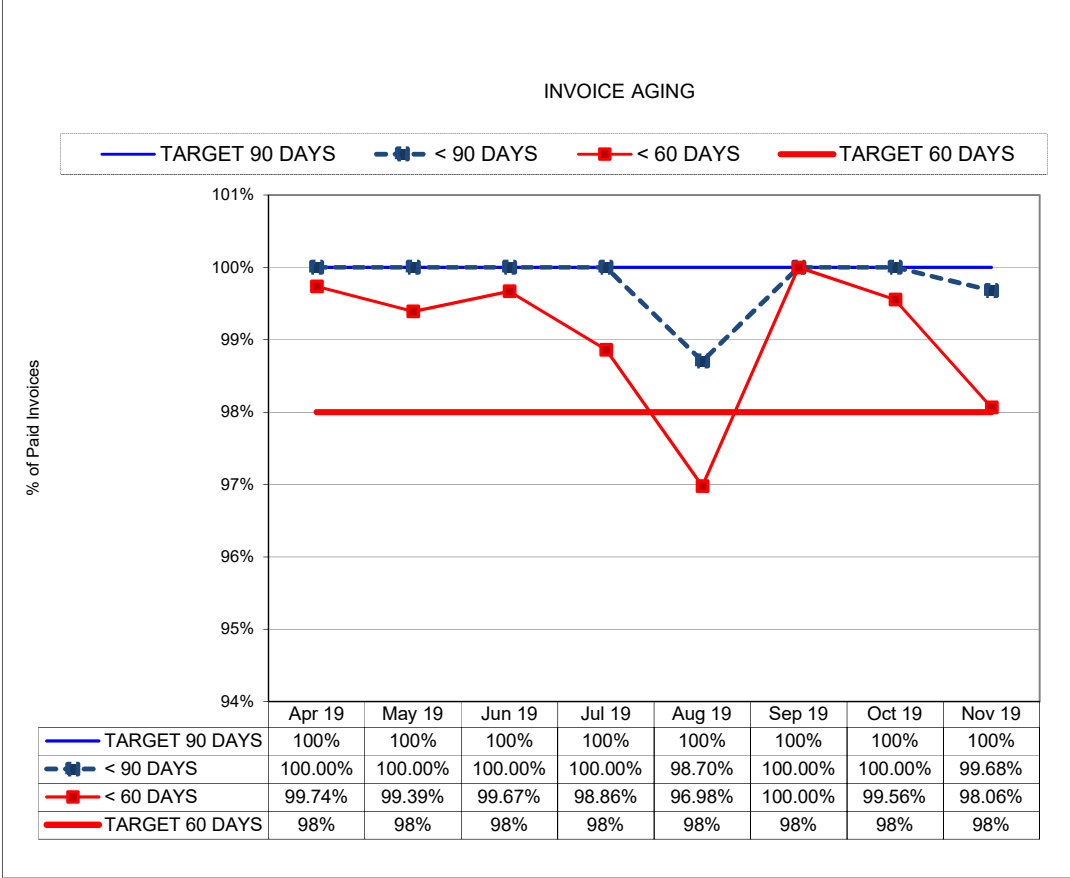
OVERVIEW

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 partially met during this period.

98.06% of November 2019's payments were within 60 days of invoice receipt and 99.68% within 90 days. Invoices unpaid 30-60 days totaled 30; 60-90 days: 26; >90 days: 9.



Attachment: 020620 CFO Charts (CFO Monthly Report)



**Office of the CFO**  
Consolidated Balance Sheet

	10/31/2019	11/30/2019	Incr (decr) to equity	COMMENTS
Cash at Bank of the West	\$ 993,422	\$ 4,945,770		
LA County Investment Pool	\$ 4,978,027	\$ 4,121,265		
Cash & Investments	\$ 5,971,449	\$ 9,067,034	\$ 3,095,586	Received \$3.1 million from FHWA, other items offset each other.
Accounts Receivable	\$ 12,608,409	\$ 10,499,980	\$ (2,108,430)	Payment of \$3M from FHWA offset by billings of \$653K to FTA 5303, \$181K to SB1, \$27K to MSRC and \$16K to VCTC
Other Current Assets	\$ 4,731,142	\$ 4,105,994	\$ (625,148)	Net amort of \$202K in prepaids combined with increase of IC fund over-recovery of \$422K
Fixed Assets - Net Book Value	\$ 5,957,615	\$ 5,957,615	\$ -	No change.
<b>Total Assets</b>	<b>\$ 29,268,616</b>	<b>\$ 29,630,623</b>	<b>\$ 362,008</b>	
	\$ (133,398)			
	\$ (4,401,565)			
Accounts Payable	\$ (4,534,963)	\$ (4,714,664)	\$ (179,702)	Greater invoice activity.
Employee-related Liabilities	\$ (273,002)	\$ (304,623)	\$ (31,621)	October had 4 unpaid working days while November had 5.
Deferred Revenue	\$ (254,059)	\$ (254,059)	\$ -	
<b>Total Liabilities and Deferred Revenue</b>	<b>\$ (5,062,023)</b>	<b>\$ (5,273,346)</b>	<b>\$ (211,323)</b>	
<b>Fund Balance</b>	<b>\$ 24,206,593</b>	<b>\$ 24,357,277</b>	<b>\$ 150,685</b>	
<b>WORKING CAPITAL</b>				
	10/31/2019	11/30/2019	Incr (decr) to working capital	
Cash	\$ 5,971,449	\$ 9,067,034	\$ 3,095,586	
Accounts Receivable	\$ 12,608,409	\$ 10,499,980	\$ (2,108,430)	
Accounts Payable	\$ (4,534,963)	\$ (318,893)	\$ 4,216,070	
Employee-related Liabilities	\$ (273,002)	\$ (304,579)	\$ (31,578)	
<b>Working Capital</b>	<b>\$ 13,771,894</b>	<b>\$ 18,943,542</b>	<b>\$ 5,171,648</b>	

Attachment: 020620 CFO Charts (CFO Monthly Report)





**Office of the CFO**  
Fiscal Year-To-Date Expenditure Report Through November 30, 2019

**COMPREHENSIVE BUDGET**

		<b>Adopted Budget</b>	<b>Amended Budget</b>	<b>Expenditures</b>	<b>Commitments</b>	<b>Budget Balance</b>	<b>% Budget Spent</b>
1	Staff & Allocated Fringe Benefits	540,920	540,920	194,320	-	346,600	35.9%
2	51001 Allocated Indirect Costs	674,563	674,563	242,317	-	432,246	35.9%
3	54300 SCAG Consultants	291,400	278,847	57,910	96,995	123,942	20.8%
4	54340 Legal costs	120,000	120,000	6,197	105,699	8,104	5.2%
5	55210 Software		12,553	73,851	17,002	(78,300)	588.3%
6	55441 Payroll, bank fees	12,500	12,500	2,233	10,267	(0)	17.9%
7	55600 SCAG Memberships	116,000	116,000	76,069	-	39,931	65.6%
8	55610 Professional Membership	11,500	11,500	5,552	556	5,391	48.3%
9	55620 Res mat/sub	2,000	2,000	531	-	1,469	26.5%
10	55830 Conference - Registration	1,000	1,000	300	-	701	30.0%
11	55860 Scholarships	32,000	32,000	-	-	32,000	0.0%
12	55910 RC/Committee Mtgs	25,000	25,000	-	-	25,000	0.0%
13	55912 RC Retreat	10,000	10,000	12,616	-	(2,616)	126.2%
14	55914 RC General Assembly	672,000	672,000	50,000	1	621,999	7.4%
15	55915 Demographic Workshop	28,000	28,000	-	8	27,992	0.0%
16	55916 Economic Summit	100,000	100,000	15,000	1	84,999	15.0%
17	55918 Housing Summit	20,000	20,000	-	-	20,000	0.0%
19	55920 Other Meeting Expense	75,000	75,000	31,449	36,555	6,996	41.9%
20	55925 RHNA Subgrl Delegation	500,000	500,000	-	-	500,000	0.0%
21	55xxx Miscellaneous other	101,966	101,966	34,545	50,072	17,350	33.9%
22	55940 Stipend - RC Meetings	210,485	210,485	77,290	-	133,195	36.7%
23	56100 Printing	30,000	30,000	-	699	29,301	0.0%
24	58100 Travel - outside SCAG region	92,500	92,500	8,313	-	84,187	9.0%
25	58101 Travel - local	36,500	36,500	14,871	-	21,629	40.7%
26	58110 Mileage - local	28,500	28,500	13,878	-	14,622	48.7%
27	58150 Travel Lodging	13,500	13,500	6,233	-	7,267	46.2%
28	58800 RC Sponsorships	200,000	200,000	59,385	1,600	139,015	29.7%
29	<b>Total General Fund</b>	<b>3,945,334</b>	<b>3,945,334</b>	<b>982,859</b>	<b>319,455</b>	<b>2,643,020</b>	<b>24.9%</b>
30							
31	Staff & Allocated Fringe Benefits	15,383,005	15,383,005	5,804,977	-	9,578,028	37.7%
32	51001 Allocated Indirect Costs	19,182,124	19,187,403	7,238,806	-	11,948,597	37.7%
33	54300 SCAG Consultants	29,075,454	32,956,385	801,955	15,798,948	16,355,482	2.4%
34	54302 Non-Profits/IHL	485,000	535,000	-	54,000	481,000	0.0%
35	54303 Consultants TC - FTA 5303	6,265,889	6,265,889	336,603	1,883,913	4,045,373	5.4%
36	54340 Legal Services - FTA 5303	200,000	200,000	13,280	186,720	0	6.6%
37	54360 Pass-through Payments	4,480,619	4,480,619	88,792	4,391,827	0	2.0%
38	55210 Software Support	250,000	250,000	153,792	114	96,094	61.5%
39	55250 Cloud Services	489,330	489,330	77,871	146,051	265,408	15.9%
40	5528x Third Party Contributions	5,739,013	5,739,013	1,587,258	-	4,151,755	27.7%
41	55284 Toll Credits	718,703	-	-	-	0	#DIV/0!
42	55310 F&F Principal	239,928	239,928	98,558	121,419	19,952	41.1%
43	55315 F&F Interest	27,635	27,635	12,509	12,793	2,333	45.3%
44	55320 AV Principal	133,703	133,703	54,829	78,874	0	41.0%
45	55325 AV Interest	6,390	6,390	2,878	3,512	0	45.0%
46	55xxx Office Expenses	2,000	2,000	151	-	1,849	7.6%
47	55520 Hardware Supp	5,000	5,000	1,612	-	3,388	32.2%
48	55580 Outreach/Advertisement	50,000	50,000	823	6,467	42,710	1.6%
49	55610 Professional Memberships	2,500	2,500	-	2,500	0	0.0%
50	55620 Resource Materials - subscrib	934,455	934,455	138,956	95,222	700,277	14.9%
51	55730 Capital Outlay	300,000	300,000	-	-	300,000	0.0%
52	55810 Public Notices	57,000	57,000	399	187	56,414	0.7%
53	55830 Conf. Registration	3,500	3,500	581	-	2,919	16.6%
54	55920 Other Meeting Expense	54,000	54,000	594	-	53,406	1.1%
55	55930 Miscellaneous	294,228	722,473	-	99,497	622,976	0.0%
56	56100 Printing	15,000	15,000	-	-	15,000	0.0%
57	58xxx Travel	293,750	293,750	34,213	-	259,537	11.6%
58	58800 RC Sponsorships			10,000	-	(10,000)	#DIV/0!
59	59090 Exp - Local Other	6,268,529	6,268,529	-	-	6,268,529	0.0%
60	<b>Total OWP &amp; TDA Capital</b>	<b>90,956,755</b>	<b>94,602,507</b>	<b>16,459,437</b>	<b>22,879,544</b>	<b>55,263,526</b>	<b>17.4%</b>
61							
62	<b>Comprehensive Budget</b>	<b>94,902,089</b>	<b>98,547,841</b>	<b>17,442,296</b>	<b>23,198,999</b>	<b>57,906,547</b>	<b>17.7%</b>

**Attachment: 020620 CFO Charts (CFO Monthly Report)**



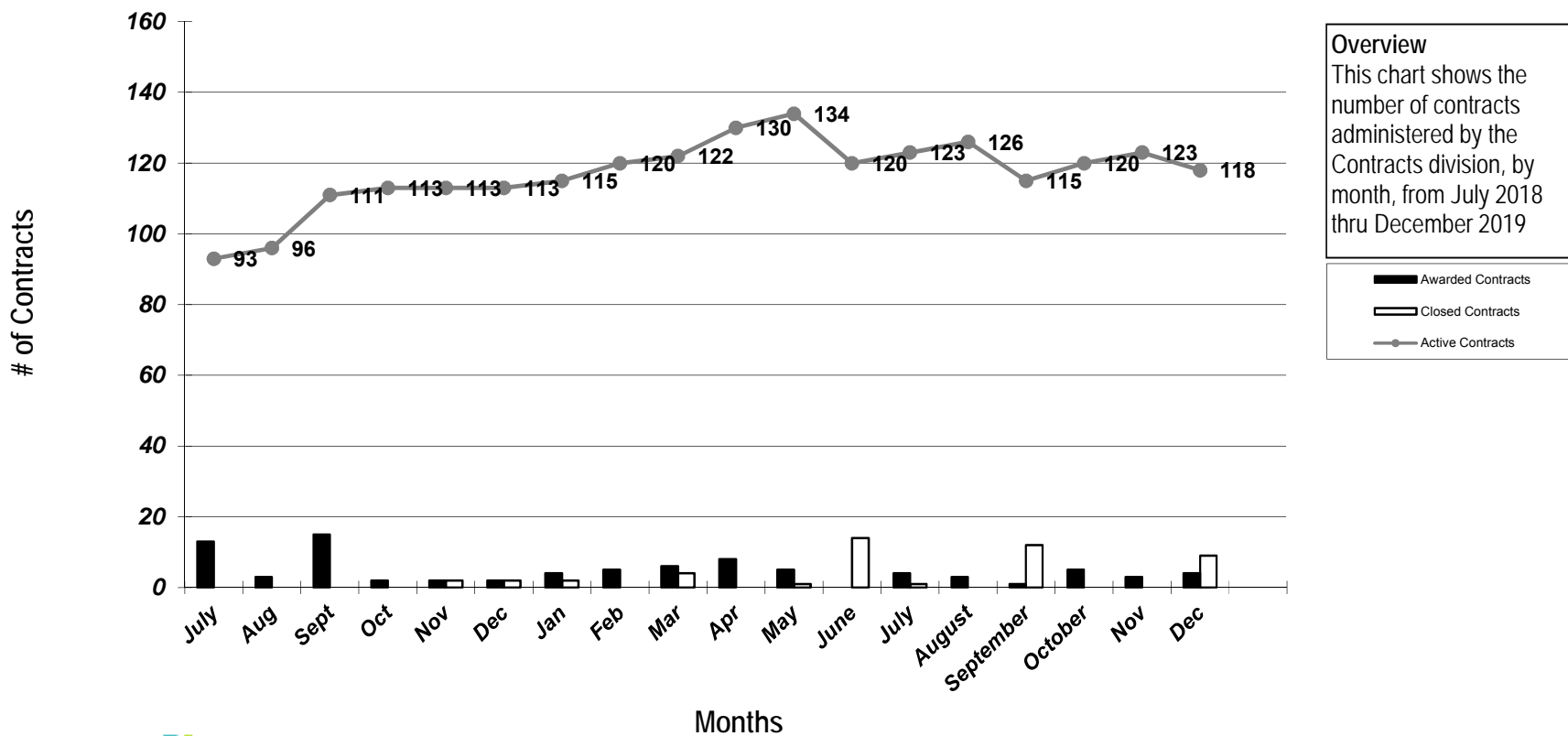
**Office of the CFO**  
Fiscal Year-To-Date Expenditure Report Through November 30, 2019

**INDIRECT COST EXPENDITURES**

			<b>Adopted Budget</b>	<b>Amended Budget</b>	<b>Expenditures</b>	<b>Commitments</b>	<b>Budget Balance</b>	<b>% Budget Spent</b>
1	50010	Regular Staff	5,649,706	5,647,349	2,562,271		3,085,078	45.4%
2	50013	Regular OT	1,000	1,000	1,471		(471)	147.1%
3	50014	Interns, Temps, Annuity	75,000	75,000	56,642		18,358	75.5%
4	50030	Severance	80,000	80,000	-		80,000	0.0%
5	51xxx	Allocated Fringe Benefits	4,507,099	4,505,225	1,828,990	-	2,676,235	40.6%
6	54300	SCAG Consultants	292,150	292,150	9,798	-	282,353	3.4%
7	54301	Consultants - Other	1,041,600	1,041,600	136,676	390,532	514,393	13.1%
8	54340	Legal	40,000	40,000	(1,500)	1,500	40,000	-3.8%
9	55210	Software Support	519,400	515,803	366,710	2,162	146,931	71.1%
10	55220	Hardware Supp	415,000	415,000	146,169	138,218	130,614	35.2%
11	55230	Computer Maintenance	250,000	250,000	-	-	250,000	0.0%
12	55240	Repair & Maint Non-IT	26,500	26,500	4,456	22,044	(0)	16.8%
13	55270	Software Purchases		3,597	3,597	-	(0)	100.0%
14	55315	F&F Interest	11,604	11,604	5,252	-	6,352	45.3%
15	55325	AV Interest	19,745	19,745	8,892	-	10,853	45.0%
16	55400	Office Rent DTLA	1,538,000	1,538,000	389,254	1,148,747	(0)	25.3%
17	55410	Office Rent Satellite	260,000	260,000	103,824	156,176	0	39.9%
18	55415	Offsite Storage	5,000	7,500	1,460	1,397	4,643	19.5%
19	55420	Equip Leases	100,000	100,000	22,368	41,512	36,120	22.4%
20	55430	Equip Repairs & Maint	1,000	1,690	1,690	-	1	100.0%
21	55435	Security Services	100,000	100,000	20,216	46,299	33,486	20.2%
22	55440	Insurance	238,385	238,385	133,962	-	104,423	56.2%
23	55441	Payroll / Bank Fees	15,000	15,000	3,846	11,154	0	25.6%
24	55445	Taxes	5,000	5,000	-	-	5,000	0.0%
25	55460	Mater & Equip < \$5,000 *	64,000	63,310	1,679	-	61,631	2.7%
26	55510	Office Supplies	73,800	73,800	19,119	54,682	(0)	25.9%
27	55520	Graphic Supplies	2,500	2,500	-	-	2,500	0.0%
28	55530	Telephone	195,000	195,000	64,701	69,180	61,118	33.2%
29	55540	Postage	10,000	10,000	306	9,694	0	3.1%
30	55550	Delivery Svc	5,000	5,000	679	4,321	0	13.6%
31	55580	Outreach/Advertisement		-	-	-	0	#DIV/0!
32	55600	SCAG Memberships	76,200	76,200	27,863	163	48,174	36.6%
33	55610	Prof Memberships	1,500	1,500	240	-	1,260	16.0%
34	55611	Prof Dues	1,350	1,350	120	-	1,230	8.9%
35	55620	Res Mats/Subscrip	70,800	70,800	26,927	9,749	34,124	38.0%
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	6,529	-	18,471	26.1%
41	55801	Recruitment - other	45,000	45,000	6,962	36,434	1,604	15.5%
42	55810	Public Notices	2,500	2,500	-	-	2,500	0.0%
43	55820	In House Training	30,000	30,000	-	4,999	25,001	0.0%
44	55830	Networking Meetings/Special Events	22,500	22,500	3,858	5,000	13,642	17.1%
45	55840	Training Registration	65,000	65,000	27,333	-	37,667	42.1%
46	55920	Other Mtg Exp	2,500	2,500	25	-	2,475	1.0%
47	55950	Temp Help	105,000	105,000	10,505	23,319	71,175	10.0%
48	55930	Misc. Other	6,500	8,231	-	-	8,231	0.0%
49	55xxx	Miscellaneous - other	6,500	8,231	-	-	8,231	0.0%
50	56100	Printing	23,000	23,000	6,584	6,578	9,838	28.6%
51	58100	Travel - Outside	82,800	82,800	10,059	-	72,741	12.1%
52	58101	Travel - Local	19,500	19,500	1,587	-	17,913	8.1%
53	58110	Mileage - Local	23,500	23,500	2,316	-	21,184	9.9%
54	58120	Travel Agent Fees	3,000	3,000	347	-	2,653	11.6%
55		<b>Total Indirect Cost</b>	<b>16,396,323</b>	<b>16,396,323</b>	<b>6,023,782</b>	<b>2,183,859</b>	<b>8,188,683</b>	<b>36.7%</b>

**Attachment: 020620 CFO Charts (CFO Monthly Report)**

## SCAG Contracts (Year to Date)



### Summary

The chart shows that the Contracts Department is managing One hundred-eighteen. Forty-seven are Cost Plus Fixed Fee contracts, 34 are fixed price contracts, and the remaining 37 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 December 1, 2019*



<b>GROUPS</b>	<b>Authorized Positions</b>	<b>Filled Positions</b>	<b>Vacant Positions</b>
<b>Executive Office</b>	12	11	1
<b>Legal Services</b>	2	2	0
<b>Finance</b>	23	22	1
<b>Information Technology</b>	21	17	4
<b>Policy &amp; Public Affairs</b>	18	17	1
<b>Planning &amp; Programs</b>	75	72	3
<b>Total</b>	<b>151</b>	<b>141</b>	<b>10</b>

**OTHER POSITIONS**

<b>GROUPS</b>	<b>Limited Term Positions</b>	<b>Interns or Volunteers</b>	<b>Temp Positions</b>	<b>Agency Temps</b>
<b>Executive Office</b>	0	1	0	0
<b>Finance</b>	0	0	1	0
<b>Policy &amp; Public Affairs</b>	2	0	0	0
<b>Information Technology</b>	1	0	0	0
<b>Planning &amp; Programs</b>	2	11	1	0
<b>Total</b>	<b>5</b>	<b>12</b>	<b>2</b>	<b>0</b>

Attachment: 020620 CFO Charts (CFO Monthly Report)