REGULAR MEETING

EXECUTIVE/ADMINISTRATION COMMITTEE

Thursday, September 5, 2019
9:00 AM

SCAG MAIN OFFICE
900 Wilshire Blvd., Ste. 1700
Policy B Meeting Room
Los Angeles, CA 90017
(213) 236-1800

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

SCAG, in accordance with the Americans with Disabilities Act (ADA), will accommodate persons who require a modification of accommodation in order to participate in this meeting. SCAG is also committed to helping people with limited proficiency in the English language access the agency’s essential public information and services. You can request such assistance by calling (213) 236-1908. We request at least 72 hours (three days) notice to provide reasonable accommodations and will make every effort to arrange for assistance as soon as possible.
This Page Intentionally Left Blank
EAC - Executive/Administration Committee  
*Members – September 2019*

1. **Hon. Bill Jahn**  
   Chair, Big Bear Lake, RC District 11

2. **Hon. Re[713b]nd03**  
   1st Vice Chair, Long Beach, RC District 29

3. **VACANT**  
   2nd Vice Chair, VACANT

4. **Hon. Alan Wapner**  
   Imm. Past Chair, SBCTA Representative

5. **Hon. Peggy Huang**  
   CEHD Chair, TCA Representative

6. **Hon. Stacy Berry**  
   CEHD Vice Chair, Cypress, RC District 18

7. **Sup. Linda Parks**  
   EEC Chair, Ventura County Rep.

8. **Hon. David Pollock**  
   EEC Vice Chair, Moorpark, District 45

9. **Hon. Cheryl Viegas-Walker**  
   TC Chair, El Centro, RC District 1

10. **Hon. Jess Talamantes**  
    TC Vice Chair, Burbank, RC District 42

11. **Hon. Clint Lorimore**  
    LCMC Chair, Eastvale, RC District 4

12. **Hon. Margaret Clark**  
    LCMC Vice Chair, Rosemead, RC District 32

13. **Hon. Frank Navarro**  
    Pres. Appt., Colton, RC District 6

14. **Hon. Dennis Michael**  
    Pres. Appt., Rancho Cucamonga, RC District 9

15. **Hon. Margaret Finlay**  
    Pres. Appt., Duarte, RC District 35
16. Sup. Luis Plancarte
   Pres. Appt., Imperial County

17. Hon. Brian McDonald
    Chemehuevi Indian Tribe, Tribal Government Regional Planning Board
The Executive/Administration Committee may consider and act upon any of the items on the agenda regardless of whether they are listed as Information or Action items.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE
(The Honorable Bill Jahn, Chair)

PUBLIC COMMENT PERIOD
Members of the public desiring to speak on items on the agenda, or items not on the agenda, but within the purview of the Committee, must fill out and present a Public Comment Card to the Assistant prior to speaking. Comments will be limited to three (3) minutes per speaker. The Chair has the discretion to reduce the time limit based upon the number of speakers and may limit the total time for all public comments to twenty (20) minutes.

REVIEW AND PRIORITIZE AGENDA ITEMS

CONSENT CALENDAR

Approval Items
1. Minutes of the Meeting - August 1, 2019 Page 6
2. SCAG Memberships and Sponsorships Page 13
3. SB 664 (Allen) – Electronic Toll and Transit Fare Collection Systems Page 17
4. Contracts $200,000 or Greater: 18-040-C01, Regional Data Platform (Approval to Increase Contract Award) Page 20

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

CFO MONTHLY REPORT
(Basil Panas, Chief Financial Officer)
EXECUTIVE/DIRECTOR'S REPORT
(Kome Ajise, Executive Director)

FUTURE AGENDA ITEM/S

ANNOUNCEMENT/S

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

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

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

Members Present

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

Regional Planning Board

Member Not Present
1. Sup. Linda Parks, Chair, EEC  Ventura County
2. Hon. Frank Navarro, President’s Appt.  Colton  District 6

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

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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

**PUBLIC COMMENT PERIOD**

There was no public comment speaker.

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

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

**REVIEW AND PRIORITIZE AGENDA ITEMS**

There was no prioritization of agenda items.
DISCUSSION ITEM

1. Caltrans Audits Final Corrective Action Plans

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

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

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

CONSENT CALENDAR

Action Item


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

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

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

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

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

Receive and File

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

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

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

NOE/S: None (0)

ABSTAIN: McDonald (1)

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

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

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

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

**EXECUTIVE DIRECTOR’S REPORT**

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

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

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

**FUTURE AGENDA ITEM/S**

None
ADJOURNMENT
There being no further business, President Jahn adjourned the meeting at 9:25AM in memory of The Honorable Kay Sandra Ceniceros, former SCAG President 1985-86 and Riverside County’s first female Supervisor.

[MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE EAC]

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

Executive / Administration Committee Attendance Report

2019-20

Total & Attends To Date: 26
This Page Intentionally Left Blank
AGENDA ITEM 2
REPORT

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

To: Executive/Administration Committee (EAC)
   Regional Council (RC)
From: Art Yoon, Director of Policy and Public Affairs, Policy and
      Public Affairs Division, (213) 236-1840, ArtYoon@scag.ca.gov
Subject: SCAG Memberships and Sponsorships

RECOMMENDED ACTION:
Approve

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

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

BACKGROUND:

<table>
<thead>
<tr>
<th>Item</th>
<th>Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Membership</td>
<td>$10,500</td>
</tr>
</tbody>
</table>

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

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

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

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

Item 2: FuturePorts
Type: Membership  Amount: $5,000

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

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

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

- Sponsorship of the annual FuturePorts conference at the “Silver Level,” which includes:
  o Five (5) conference registrations;
Membership dues provide the Agency with the following benefits:
- Eligibility to serve on FuturePorts Board of Directors and Committees;
- Access to member-only communications;
- Reduced registration fee at FuturePorts signature events;
- Three (3) complimentary attendees for all FuturePorts member-only events;
- Recognition at FuturePorts Annual Conference, VIP Reception, and member meetings;
- Opportunity to introduce speaker at member meeting;
- Social media promotion;
- Color logo linked on online membership directory;
- Invitation to policy-maker meetings;
- Premium branding on all communications; and
- Access to custom advocacy.

**Item 3: AltCar Conference and Expo**
**Type:** Sponsorship  **Amount:** $5,000

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

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

- Four Conference passes;
- Prime logo placement on event website;
- Prime logo placement on AltCar marketing materials;
- Prime logo placement on AltCar Conference Program;
- Prime logo placement on event signage;
- Opportunity to include information on SCAG programs in Conference; and
- Inclusion on the event planning committee.
Item 4: Mobility 21 2019 Summit

Type: Sponsorship  
Amount: $5,000

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

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

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

FISCAL IMPACT:
$25,500 for memberships/sponsorships is included in the approved FY 19-20 General Fund budget.
REPORT
Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 5, 2019

AGENDA ITEM 3
EXECUTIVE DIRECTOR’S APPROVAL

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

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

Subject: SB 664 (Allen) – Electronic Toll and Transit Fare Collection Systems

RECOMMENDED ACTION:
Support

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

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

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

Packet Pg. 17
SB 664
Introduced by Senator Ben Allen (D-Redondo Beach), SB 664 would reaffirm the ability of toll operators to use personally identifiable information that is collected for the purposes of enforcement, collection, notification activities, or maintaining an interoperable statewide toll system across agencies. Toll operators assert that SB 664 would help combat lawsuits levied against them that have resulted in more than $5 million in legal expenses statewide and potential damage claims in the billions of dollars.

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

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

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

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

Opposition
- American Civil Liberties Union of California
- California Alliance for Retired Americans
- California Rural Legal Assistance Foundation
- Coast Law Group, LLP
- Consumer Action
- Consumer Attorneys of California (unless amended)
- Consumer Federation of California
- Consumer Watchdog
- Consumers For Auto Reliability & Safety
- Electronic Frontier Foundation
- Gutride Safier LLP (unless amended)
- Lawyers’ Committee for Civil Rights
Staff Recommendation
Staff presented SB 664 to the LCMC at its meeting on August 20, 2019, after which the LCMC unanimously voted to recommend a “support” position to the Regional Council. This is consistent with Regional Council-adopted policy and legislative priorities to support and preserve all existing sources of transportation funding and revenue.

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

FISCAL IMPACT:
None
RECOMMENDED ACTION:
Approve an additional $178,000 to Contract No. 18-040-C01 with Esri, Inc. for a total amount not to exceed $2,717,937 with Esri, Inc., for the purpose of developing a Regional Data Platform that will serve local jurisdictions, other partner agencies, and the general public in Southern California.

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

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

BACKGROUND:
Staff recommends executing the following contract $200,000 or greater:
<table>
<thead>
<tr>
<th>ESRI, Inc. (18-040-C01)</th>
<th>The consultant shall develop a Regional Data Platform that will serve local jurisdictions, other partner agencies, and the general public in Southern California.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Amount</strong></td>
</tr>
</tbody>
</table>

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

**ATTACHMENT(S):**
1. Contract Summary 18-040-C01
2. Contract Summary 18-040-C01 COI
**Recommended Consultant:** ESRI, Inc.

**Background & Scope of Work:**

In April 2019, SCAG’s Regional Council approved an award of $2,539,937 to Esri, Inc. for establishment of the Regional Data Platform (Platform). The Platform will provide an online tool for SCAG and local jurisdictions to access data necessary for local general plan development and general decision making by monitoring transportation, land development trends, housing and economic growth, and sustainability conditions. The Platform will also feature a data-driven collaboration hub for local jurisdictions to engage with stakeholders for individual projects, such as local and regional land use planning, active transportation planning, greenhouse gas reduction strategies, and development impact assessments.

While undergoing final contract negotiations, staff completed an internal risk assessment. As a result of this risk assessment, staff decided that certain geographic information systems (GIS) processes, outlined in Task 6, System Architecture and Development, in the Scope of Work needed updating at the early stages of project launch. Staff therefore opted to obtain further consulting assistance from Esri, Inc. to complete internal improvements to the agency’s established data systems and processes in preparation for the Regional Data Platform project. Work in this regard will reduce risks to SCAG and provide expedited support for enhancements to the agency’s system architecture, user workflows, data architecture, application architecture, technology architecture, and capacity planning. These services will total $178,000, bringing the overall project cost to $2,717,937. For these reasons staff is requesting the Regional Council to approve an additional $178,000 to the contract award to Esri, Inc. for the increased amount ($2,717,937).

Consistent with the requirements of Senate Bill 1 (SB 1) Sustainable Communities Formula Funds that supports this project, the consultant shall develop a Regional Data Platform that will serve local jurisdictions, other partner agencies, and the general public in Southern California to:

- Foster collaboration between SCAG, local jurisdictions, stakeholders, the general public, and local communities by making data used for decision-making more transparent and broadly available;
- Support planning for sustainable growth by assessing the local and regional impacts of land use and transportation choices by benchmarking likely outcomes to regional performance metrics (to be informed by SCAG’s regional transportation and sustainable communities planning processes);
- Serve as a primary regional data resource to support regional and local planning, and provide forward-thinking dashboards and innovative tools to end-users to improve and enhance work flows;
- Provide an integrated system for data collection through web-based data services (i.e. data in the cloud), automated update processes, standardized and efficient regional data management, and robust data governance structures; and
- Promote partnerships (e.g., with local governments, regional agencies, state and federal agencies, private firms, and universities and international
organizations), to establish long term collaborative data sharing practices for regionally significant planning activities in Southern California, with the aim of promoting a common vision, shared goals, and mutual benefits.

<table>
<thead>
<tr>
<th>Project’s Benefits &amp; Key Deliverables:</th>
<th>The project’s benefits and key deliverables include, but are not limited to:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• The Platform will provide an online tool for SCAG and local jurisdictions to access data necessary for local general plan development and general decision making by monitoring transportation, land development trends, housing and economic growth, and sustainability conditions; and</td>
</tr>
<tr>
<td></td>
<td>• It will also feature a data-driven collaboration hub for local jurisdictions to engage with stakeholders for individual projects, such as local and regional land use planning, active transportation planning, greenhouse gas reduction strategies, and development impact assessments.</td>
</tr>
</tbody>
</table>

| Strategic Plan: | This item supports SCAG’s Strategic Plan, Goal 1: Produce innovative solutions that improve the quality of live for Southern Californians, and Objective (C): Ensure quality, effectiveness, and implementation of plans through collaboration, pilot testing, and objective data-driven analysis; Goal 3: Be the foremost data information hub for the region, and Objectives (A): Develop and maintain models, tools, and data sets that support innovative plan development, policy analysis and project implementation, and (B): Become the information hub of Southern California y improving access to current, historical, local and regional data sets that reduce the costs of planning and increase the efficiency of public services; Goal 4: Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration. |

<table>
<thead>
<tr>
<th>Contract Amount:</th>
<th>Total not to exceed $2,717,937</th>
</tr>
</thead>
<tbody>
<tr>
<td>Esri, Inc. (prime consultant)</td>
<td>$2,643,237</td>
</tr>
<tr>
<td>Wallace Walrod (subconsultant)</td>
<td>$74,700</td>
</tr>
</tbody>
</table>

Note: ESRI’s originally proposed $2,784,837, but staff negotiated the price down to $2,717,937 without reducing the scope of work, and obtaining additional assistance for system enhancements.

| Contract Period: | Notice to Proceed through April 30, 2022 |

<table>
<thead>
<tr>
<th>Project Number(s):</th>
<th>Funding source(s): Transportation Development Act (TDA) and SB1 Funds.</th>
</tr>
</thead>
<tbody>
<tr>
<td>280-4832U3.01</td>
<td>$442,650</td>
</tr>
<tr>
<td>280-4832E.01</td>
<td>$57,350</td>
</tr>
<tr>
<td>280-4832U5.01</td>
<td>$1,218,811</td>
</tr>
<tr>
<td>280-4832E.01</td>
<td>$157,910</td>
</tr>
</tbody>
</table>

Funding of $1,876,721 is available in the FY 2018-19 budget, and the remaining $841,216.39 is expected to be available in the FY 2019-20 and FY 2020-21 budget in Project Numbers 280-4832.01 and 280-4832.02, subject to budget availability.

| Request for Proposal (RFP): | SCAG staff notified 4,466 firms of the release of RFP 18-040-C1 via SCAG’s Solicitation Management System website. A total of 84 firms downloaded the RFP. SCAG received the following ten (10) proposals in response to the solicitation: |

Packet Pg. 23
ESRI (1 sub-consultant)  $2,784,837

Zillion Plan (no sub-consultants)  $248,497
National Center for Civic Innovation (no sub-consultants)  $532,609
Tierra Plan (2 sub-consultants)  $1,036,451
AgreeYa (1 sub-consultant)  $1,098,716
IBI Group (3 Sub-consultants)  $1,499,511
Cambridge Systematics (2 sub-consultants)  $1,593,611
Psomas (2 sub-consultants)  $1,777,489
Estrada Consulting (no sub-consultants)  $1,971,518
StreetLight Data (no sub-consultants)  $4,688,419

Selection Process:
SCAG assembled a Proposal Review Committee (PRC) with participants having expertise in local land use planning, regional planning, information technology, geographic information systems, data science, environmental justice, economics, and demography. The PRC evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed the five (5) highest ranked offerors. The PRC consisted of the following individuals:

Kimberly Clark, Regional Planner Specialist, SCAG
Deanna Dupuy, Assistant Planner, SCAG
Julie Loats, Chief Information Officer, SCAG
Tom Vo, Senior Regional Planner, SCAG
Ping Wang, Program Manager, SCAG

Basis for Selection:
The PRC recommended Esri, Inc. for the contract based on their proposed technical approach and previous experience on projects of this magnitude: because the consultant:

- Esri’s technical approach exceeded competitors as their proposal best identified how SCAG’s Regional Data Platform tools could specifically help facilitate local general plan updates with technology and collaborative solutions at each stage of the planning process (e.g. establishing data and plan foundations, identifying issues and engaging the community, updating a general plan/determining community choices, and preparing the final plan); Esri’s proposed solution was also the most comprehensive in addressing how the Regional Data Platform can be integrated with SCAG’s existing enterprise geographic information systems infrastructure and open data platform, while emphasizing local jurisdictions’ user operability and integration with existing local data systems; and
- Demonstrated the best experience with producing several large scale projects of a similar nature at the local, state, and international levels.

Although other firm(s) proposed lower prices, the PRC did not recommend these firms for contract award because they:

- Did not demonstrate the same level of comprehensiveness on their general-plan driven technical approach;
- Did not provide a detailed plan for integration of the Regional Data Platform with SCAG’s and local jurisdictions’ existing software systems; and
- Did not illustrate the highest level of experience in working with public agencies on projects of this magnitude.
Approve Contract No. 18-040-C01 in the revised amount not to exceed $2,717,937 with Esri, Inc., to develop a Regional Data Platform that will serve local jurisdictions, other partner agencies, and the general public in Southern California.

The consultant team for this contract includes:

<table>
<thead>
<tr>
<th>Consultant Name</th>
<th>Did the consultant disclose a conflict in the Conflict of Interest Form they submitted with its original proposal (Yes or No)?</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESRI, Inc.</td>
<td>Yes</td>
</tr>
<tr>
<td>Wallace Walrod</td>
<td>No</td>
</tr>
</tbody>
</table>
SCAG CONFLICT OF INTEREST FORM

RFP No. 18-040

SECTION I: INSTRUCTIONS

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

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

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

Name of Firm: Environmental Systems Research Institute, Inc.

Name of Preparer: Kourtney Carson

Project Title: Regional Data Platform

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

SECTION II: QUESTIONS

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

☐ YES ☒ NO

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Nature of Financial Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

☐ YES  ✗ NO *However,

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Dates of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crystal Dorn</td>
<td>Team Lead, served on the Open Data/Big Data-Smart And Connected SCAG regional Committee in 2017</td>
<td></td>
</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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:

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
<th>Dollar Value</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SECTION III: VALIDATION STATEMENT

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

DECLARATION

I, (printed full name) William C. Fleming, hereby declare that I am the (position or title) Assistant Secretary of (firm name) Environmental Systems Research Institute, Inc and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated JUN 5 2018 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.

Signature of Person Certifying for Proposer (original signature required)  JUN 5 2018

NOTICE

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

RFP No./Contract No. 18-040

SECTION I: INSTRUCTIONS

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

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

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

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

SECTION II: QUESTIONS

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

   □ YES   ✑ NO

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Nature of Financial Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Dates of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wallace Walrod</td>
<td>Not an employee, but as lead economic advisor have been a consultant</td>
<td>Consulting Dates: 2010-2018</td>
</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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:

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
<th>Dollar Value</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SECTION III: VALIDATION STATEMENT

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

DECLARATION

I, (printed full name) Wallace Wailrod, hereby declare that I am the (position
or title) Wallace Wailrod of (firm name) Wallace Wailrod, and
that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state
that this SCAG Conflict of Interest Form dated June 7, 2018 is correct and current as
submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation
Statement will result in rejection of my contract proposal.

Signature of Person Certifying for Proposer
(original signature required)  June 7, 2018

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.
This Page Intentionally Left Blank
RECOMMENDED ACTION:
Receive and File

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

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

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

BACKGROUND:

EAC Retreat: Policy Discussion Summary
During the July 2019 SCAG Executive Administration Committee Retreat, the Board Officers and Committee Members discussed SCAG’s role in fostering housing development, beyond administering the RHNA process. The conversation was facilitated by housing experts, Steve PonTell and Randall Lewis. PonTell is Chief Executive Officer and President of National CORE, one of
the nation’s largest non-profit affordable housing developers. Lewis is an Executive Vice President at the Lewis Group of Companies, a privately held real estate development company focused on the development of master planned communities. Their presentation provided an overview of segments within the housing market and some of the challenges for-profit and non-profit developers face in producing new units. The Committee discussed the importance of ensuring elected officials and planning commissions are educated about the market and some of the unintended consequences of policy decisions. Challenges posed by state regulation including CEQA and the financial structure of cities, which has resulted in the fiscalization of land use and an oversupply of retail, were also discussed. Committee members were asked to provide input on SCAG’s role in addressing the barriers to housing production. Areas of interest included working with the state to bring back redevelopment funds and enhance other financing mechanism; providing cities with resources to engage their residents around the type of housing they can support; convening public-private stakeholders to foster collaborative solutions; developing a toolbox of pro-housing policies for local jurisdictions; and addressing abuses of CEQA through legislative reform. SCAG staff was directed to summarize the conversation and come back to the Regional Council with next steps including a work program.

SCAG’s Housing Program

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

AB 101

AB 101 is the comprehensive budget trailer bill dealing with housing production and homeless initiatives. The legislation includes updates to farmworker housing and the density bonus law, and budget allocations for the Infill Infrastructure Program, Low Income Housing Tax Credit program, and to cities/counties/continuums of care for homelessness prevention programs, and a variety of other programs. AB 101 also establishes the Local Government Planning Support Grants Program administered by the California Department of Housing and Community Development (HCD) for the purpose of providing regions with one-time funding. The bill allocates $250 million to HCD for councils of governments and jurisdictions to be used for technical assistance, the preparation and adoption of planning documents, process improvements to accelerate housing production and to
facilitate the compliance with the 6th cycle of RHNA. SCAG is expected to be eligible for up to $50 million of these dollars to administer our RHNA and provide other planning services to our cities and counties. SCAG must put together an application package to HCD and apply for these funds. HCD is anticipated to produce guidelines for the application process over the next six months positioning SCAG to apply for funding in Spring 2020. Pending HCD approval, the proposed programs and grant resources would be incorporated into SCAG’s Fiscal Year 2020-2021 Overall Work Program.

**FY 20 Work Program**

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

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

**FISCAL IMPACT:**

Funding for staff work is included in FY 19-20 Overall Work Program: 810.0120.16
Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
September 5, 2019

RECOMMENDED ACTION:
Receive and File

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

STATE

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

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

Secretary Kim is very familiar with Southern California. From 2004 to 2009, he was the Deputy Executive Officer for Federal Advocacy and Government Relations at the Los Angeles County Metropolitan Transportation Authority. Additionally, he served in the administration of Governor Gray Davis from 1999 to 2003 where he represented the State of California’s interests before
Congress and the executive branch on transportation, water, energy and environmental priorities. He also spent three years as a Washington representative for the City of Los Angeles.

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

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

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

FEDERAL

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

On July 29, 2019, the Senate Environment and Public Works (EPW) Committee released Senate Bill (S.) 2302 – the America’s Transportation Infrastructure Act (ATIA) – a bipartisan bill to reauthorize the highway and highway research titles of the FAST Act. The following day, the EPW Committee approved the bill by a vote of 21 to 0. The proposed ATIA bill authorizes $287 billion over five years for highway and research programs, representing a 27 percent increase over the FAST Act funding level of $225 billion. The bill distributes 90 percent of funding to states by formula and includes a first-ever “Climate Change” title. Below are a few of the highlights of the bill.
Introduces a new congestion relief grant program that provides $40 million each year for five years to advance innovative, integrated, and multimodal solutions in the most congested metropolitan areas with populations over one million.

Establishes a new bridge investment grant program that provides $6.5 billion over five years to rehabilitate or replace structurally deficient bridges.

Introduces a new formula program, the Carbon Reduction Incentive Program, which provides $3 billion over five years to reduce highway-related carbon emissions. Eligible activities include public transit projects and facilities for pedestrian and bicyclists, including the conversion and use of rail corridors for pedestrian and bike trails.

Establishes a new competitive grant program that provides $1 billion over five years for states and localities to build and deploy hydrogen, natural gas, and electric vehicle fueling infrastructure along designated highway corridors.

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

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

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

The Senate has differed in its approach to the federal budget by waiting until a spending limit agreement was in place. With H.R. 3877 now in effect, the Senate will move forward on passing its 12 Appropriations bills once it returns from the August Recess. Senate Appropriations Committee Chairman Richard Shelby (R-AL) stated that it is unlikely that all 12 bills will be cleared by the Senate.
before the end of the fiscal year on September 30, 2019. This signals that Congress will likely approve a short-term Continuing Resolution (CR) to fund the federal government at FY 2019 levels and avoid a potential government shut-down.

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

FISCAL IMPACT:
None
**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**

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

**Consultant/Contract #**
**Contract’s Purpose**
**Contract Amount**
<table>
<thead>
<tr>
<th>Consultant/Contract #</th>
<th>Contract’s Purpose</th>
<th>Contract Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estolano LeSar Advisors (19-027-C01)</td>
<td>Consistent with the Office of Traffic Safety grant that funds this project, the consultant shall develop the overall strategy for SCAG’s Regional Safety Leadership Symposium (Symposium) and Sub-Regional Workshops (Workshops). The consultant shall also help SCAG execute the Symposium, develop the curriculum for it, and execute the Workshops.</td>
<td>$136,915</td>
</tr>
<tr>
<td>Orchestr8 (19-022-C01)</td>
<td>The consultant shall perform work on SCAG’s Go Human program (an advertising campaign that promotes walking, biking and traffic safety) through local community engagement by offering co-branded campaign materials to at least 25 local public agencies or non-profit organizations region-wide. <strong>Note:</strong> As of the date of this report, staff terminated this contract because Orchestr8 was unable to perform the scope of work. Staff subsequently requested and received the Office of Traffic Safety’s permission to award the contract to Civilian, Inc. Due to timing, staff will report this subsequent contract award with Civilian on the October 2019 Regional Council Agenda under Information Items.</td>
<td>$89,750</td>
</tr>
<tr>
<td>Consultant/Contract #</td>
<td>Contract’s Purpose</td>
<td>Contract Amount</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Nelson Nygaard (18-001-B24)</td>
<td>The consultant shall provide services for a Sustainability Planning Grant for the Gold Coast Transit District (GCTD) to implement the Building Transit Supportive Communities Project (Project). Under this Project the consultant shall help educate and guide local governments, developers, non-profit organizations and community stakeholders in strategies for transit supportive land use decision making that will result in more frequent bus lines, shorter travel time for passengers, increased ridership and a reduction in greenhouse gas emissions.</td>
<td>$74,995</td>
</tr>
<tr>
<td>University of California Irvine (19-011-C01)</td>
<td>The consultant shall develop a database of point-level crime events in the SCAG region which identifies crimes based on whether or not they likely occurred on a transit vehicle, at a transit station, within an individual's likely route to a transit station, or may have otherwise been associated with transit service.</td>
<td>$50,000</td>
</tr>
<tr>
<td>NK Production, Inc. (19-055-C01)</td>
<td>The consultant shall provide high quality videography services during the General Assembly for the next four (4) years.</td>
<td>$37,550</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Consultant/Contract #</th>
<th>Amendment’s Purpose</th>
<th>Amendment Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**ATTACHMENT(S):**
1. Contract Summary 19-027-C01
2. Contract Summary 18-001-B24
3. Contract Summary 19-022-C01
4. Contract Summary 19-011-C01
5. Contract Summary 19-055-C01
CONSULTANT CONTRACT 19-027-C01

Recommended Consultant: Estolano LeSar Advisors

Background & Scope of Work: Consistent with the Office of Traffic Safety grant that funds this project, the consultant shall develop the overall strategy for SCAG’s Regional Safety Leadership Symposium (Symposium – A meeting to educate and encourage collaboration among local elected officials in the SCAG regions, to support collision-reducing policies, strategies, and projects as well as to conduct Sub-Regional Workshops (Workshops). The consultant shall also help SCAG execute the Symposium, develop the curriculum for it, and execute the Workshops.

Project’s Benefits & Key Deliverables: The project’s benefits and key deliverables include, but are not limited to providing SCAG member cities:
- Technical assistance with creating traffic safety plans; and
- Traffic safety related documents such as, Safety Workshop recaps, a final traffic safety report, a Traffic Safety Symposium white paper, webinar safety series, and a sample safety model resolution.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal:
- Produce innovative solutions that improve the quality of life for Southern Californians.
- Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.
- Be the foremost data information hub for the region.
- Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

Contract Amount: Total not to exceed $136,915
Estolano LeSar Advisors (prime consultant) $70,883
Stratiscopc (subconsultant) $66,032

Note: Estolano LeSar Advisors originally proposed $192,913, but staff negotiated the price down to $136,915 without reducing the scope of work.

Contract Period: April 18, 2019 through September 30, 2019

Project Number(s): 225-3564J4.13
Funding source(s): Office of Traffic Safety Grant (OTS)

Request for Proposal (RFP): SCAG staff notified 2,524 firms of the release of RFP 19-027-C01 via SCAG’s Solicitation Management System website. A total of 17 firms downloaded the RFP. SCAG received the following two (2) proposals in response to the solicitation:

Estolano LeSar Advisors (1 subconsultant) $192,913
Circulate Planning/San Diego (1 subconsultant) $200,877
Selection Process:
The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC did not conduct interviews because the proposals contained sufficient information on which to base a contract award.

The PRC consisted of the following individuals:

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

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

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

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

Project’s Benefits & Key Deliverables: The project will benefit the GCTD by helping it identify areas supportive of transit use. The key deliverables include, but are not limited to:
- List of areas suggested for transit supportive land uses and strategies;
- Vehicle Miles Traveled (VMT) reduction estimates and recommended land uses; and
- Training materials for GCTD staff.

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

Contract Amount: Total not to exceed $74,995

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

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

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

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

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

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

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed all three (3) offerors.
The PRC consisted of the following individuals:
Joseph Cryer, Assistant Regional Planner, SCAG
Vanessa Rauschenberger, Director of Planning, Gold Coast Transit District
Matt Miller, Interim Planning Manager, Gold Coast Transit District

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

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

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

- Did not clearly demonstrate a sufficient level of effort, primarily in the form of staff hours, to satisfactorily complete the tasks in the scope of work;
- One consultant’s proposal did not clearly demonstrate how the technical approach could cover the large size and diversity of the study area with given resources; and,
- Did not show comparable experience with *train the trainer* outreach work.
CONSULTANT CONTRACT 19-022-C01

Recommended Consultant: Orchestr8

Background & Scope of Work: Consistent with the requirements of the Office of Traffic Safety Grant that funds this project, the consultant shall perform work on SCAG’s Go Human program (an advertising campaign that promotes walking, biking and traffic safety) through local community engagement by offering co-branded campaign materials to at least 25 local public agencies or non-profit organizations region-wide.

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

- Support for partner agencies and local jurisdictions with traffic safety strategies through the development of co-branded materials that promote safer driving, bicycling and pedestrian safety; and
- Co-branding, printing and delivery of materials for 25 SCAG partners.

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

Contract Amount: Total not to exceed $89,750

Orchestr8 (prime consultant)

Contract Period: July 9, 2019 through September 30, 2019

Project Number(s): 225-3564J4.13 $89,750

Funding source(s): Office of Traffic Safety Grant (OTS)

Request for Proposal (RFP): SCAG staff notified 1,228 firms of the release of RFP 19-022-C01 via SCAG’s Solicitation Management System website. A total 34 firms downloaded the RFP. SCAG received the following proposal in response to the solicitation:

Orchestr8 (no subconsultants) $89,750

After receiving only one proposal, staff surveyed 33 firms that downloaded the RFP to determine why each did not submit a proposal. Two firms responded to staff’s inquiry, but neither cited a problem with the scope of work or the solicitation process. Note staff advertised the RFP four (4) weeks as required by SCAG’s Procurement Manual (Section 6.6.3). Staff subsequently requested and received OTS approval to move forward with reviewing the single offer received.

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

Lindsey Hansen, Active Transportation Planner, SCAG
Sarah Jepson, Acting Planning Director, SCAG
Diana Chamberlain, Sr. Graphics Designer, SCAG
Reece Allan, Transportation Planner, Caltrans District 7

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

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

Note, as of the date of this report, staff terminated this contract because Orchestr8 was unable to perform the scope of work. Staff subsequently requested and received the Office of Traffic Safety’s permission to award the contract to Civilian, Inc. Due to timing, staff will report this subsequent contract award with Civilian on the October 2019 Regional Council Agenda under Information Items.
CONSULTANT CONTRACT 19-011-C01

Recommended Consultant: University of California, Irvine

Background & Scope of Work: The consultant shall conduct research and analysis of the impact of crime on Transit Ridership in the SCAG region. They shall develop a database of point-level crime events in the SCAG region which identifies crimes based on whether or not they likely occurred on a transit vehicle, at a transit station, within an individual’s likely route to a transit station, or may have otherwise been associated with transit service.

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

- A database containing statistical information on crime near transit;
- Final written report; and
- A presentation of the final report to a SCAG Policy Committee Meeting.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 3: Be the foremost data information hub for the region. Develop and maintain models, tools, and data sets that support innovative plan development, policy analysis and project implementation. Develop partnerships and provide guidance by sharing best practices and promoting collaborative research opportunities with universities, local communities and the private sector regionally, nationally, and internationally.

Contract Amount: Total not to exceed $50,000

University of California, Irvine (prime consultant)

Contract Period: May 6, 2019 through September 30, 2019

Project Number(s): 055-0133B.06 $44,265
055-0133E.06 $5,735
Funding source(s): Consolidated Planning Grant (CPG) – Federal Transit Administration (FTA) Transportation Development Act (TDA).

Request for Proposal (RFP): Not applicable

Selection Process: Given the established expertise of University of California, Irvine and their excellent research proposal, staff awarded the contract pursuant to Section 3.06 of the State of California Contracts Manual, Contract with Other Governmental Entities and Public Universities, which allows sole sourcing a contract to a Public University or Institute of Higher Learning.

Basis for Selection: University of California, Irvine is the one of the best research teams for crime studies related to transit services and has studied and published multiple papers on this topic.
CONSULTANT CONTRACT 19-055-C01

Recommended Consultant: NK Production, Inc.

Background & Scope of Work: Staff required a consultant to provide high quality videography services during the General Assembly for the next four (4) years. Accordingly, staff issued a competitive bid for these services.

Project’s Benefits & Key Deliverables: The project’s benefit and key deliverable include, but are not limited to:
- Providing video recording of the SCAG General Assembly.

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

Contract Amount: Total not to exceed $37,372

NK Production, Inc. (prime consultant)

Contract Period: April 22, 2019 through June 30, 2024

Project Number(s): 800-0160.06 $37,372
Funding source(s): General Fund

Request for Quote (RFQ): Consistent with SCAG’s Simplified Acquisition Procedures (for procurements estimated to be less than $50,000) staff solicited bids from thirteen qualified firms. SCAG received the following bid in response to the solicitation:

NK Production, Inc. $37,372

After receiving only one bid, staff surveyed the 13 firms that the solicitation was email to. None of the firms cited a problem with the scope of work or the solicitation process. Therefore SCAG’s Chief Financial Officer authorized moving forward with awarding the contract to NK Production, Inc.

Selection Process: The Proposal Review Committee (PRC) evaluated the proposal in accordance with the criteria set forth in the bid, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations including assessing the bid for responsiveness. After evaluating the bid, the PRC did not conduct interviews because the bid contained sufficient information on which to base a contract award.

Basis for Selection: The PRC recommended NK Production, Inc. for the contract award because the consultant:
- Demonstrated the an excellent understanding of the project;
- Provided an excellent technical approach, having performed similar services for SCAG at the 2018 General Assembly; and
- Provided and excellent value for the level of effort proposed.
RECOMMENDED ACTION:
For Information Only - No Action Required

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

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

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

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

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

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

ATTACHMENT(S):
1. CFO Monthly Report
Office of the Chief Financial Officer

Monthly Status Report

JULY 2019
OVERVIEW

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

SUMMARY

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY20 Membership Dues</td>
<td>$ 2,113,909</td>
</tr>
<tr>
<td>Total Collected</td>
<td>$ 1,307,138</td>
</tr>
<tr>
<td>Percentage Collected</td>
<td>61.84%</td>
</tr>
</tbody>
</table>
**OVERVIEW**

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

**SUMMARY**

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

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

SUMMARY

Through July 2019, SCAG was over-recovered by $409,851 due to unspent Indirect Cost budget.
The percent of total invoices paid within 30 days. The target is to pay 95% of all invoices within 30 days. This goal was not met.

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

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

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.

These goals were met during this period.

98.86% of July 2019’s payments were within 60 days of invoice receipt and 100.00% within 90 days. Invoices unpaid 30-60 days totaled 14; 60-90 days: 5; >90 days: 3.
### Office of the CFO
**Consolidated Balance Sheet**

<table>
<thead>
<tr>
<th>6/30/2019</th>
<th>7/31/2019</th>
<th>Incr (decr) to equity</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash at Bank of the West</td>
<td>$2,274,313</td>
<td>$1,295,408</td>
<td></td>
</tr>
<tr>
<td>LA County Investment Pool</td>
<td>$8,156,890</td>
<td>$8,574,092</td>
<td></td>
</tr>
<tr>
<td>Cash &amp; Investments</td>
<td>$10,431,203</td>
<td>$9,869,500</td>
<td>$(561,704)</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>$8,563,877</td>
<td>$8,814,120</td>
<td>$250,243</td>
</tr>
<tr>
<td>Other Current Assets</td>
<td>$4,795,774</td>
<td>$6,806,690</td>
<td>$2,010,916</td>
</tr>
<tr>
<td>Fixed Assets - Net Book Value</td>
<td>$6,672,535</td>
<td>$6,672,535</td>
<td>-</td>
</tr>
<tr>
<td>Total Assets</td>
<td>$30,463,389</td>
<td>$32,162,845</td>
<td>$1,699,456</td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>$(5,057,489)</td>
<td>$(2,774,365)</td>
<td>$2,283,124</td>
</tr>
<tr>
<td>Employee-related Liabilities</td>
<td>$(313,270)</td>
<td>$(500,438)</td>
<td>$(187,168)</td>
</tr>
<tr>
<td>Deferred Revenue</td>
<td>$(532,677)</td>
<td>$(220,423)</td>
<td>$312,254</td>
</tr>
<tr>
<td>Total Liabilities and Deferred Revenue</td>
<td>$(5,903,435)</td>
<td>$(3,495,226)</td>
<td>$2,408,209</td>
</tr>
<tr>
<td>Fund Balance</td>
<td>$24,559,954</td>
<td>$28,667,619</td>
<td>$4,107,665</td>
</tr>
</tbody>
</table>

**WORKING CAPITAL**

<table>
<thead>
<tr>
<th>6/30/2019</th>
<th>7/31/2019</th>
<th>Incr (decr) to working capital</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$10,431,203</td>
<td>$9,869,500</td>
<td>$(561,704)</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>$8,563,877</td>
<td>$8,814,120</td>
<td>$250,243</td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>$(5,057,489)</td>
<td>$(2,774,365)</td>
<td>$2,283,124</td>
</tr>
<tr>
<td>Employee-related Liabilities</td>
<td>$(313,270)</td>
<td>$(500,438)</td>
<td>$(187,168)</td>
</tr>
<tr>
<td>Working Capital</td>
<td>$13,624,322</td>
<td>$15,408,817</td>
<td>$1,784,495</td>
</tr>
<tr>
<td></td>
<td>Adopted Budget</td>
<td>Amended Budget</td>
<td>Expenditures</td>
</tr>
<tr>
<td>---</td>
<td>---------------</td>
<td>---------------</td>
<td>-------------</td>
</tr>
<tr>
<td>1</td>
<td>Staff &amp; Allocated Fringe Benefits</td>
<td>540,920</td>
<td>540,920</td>
</tr>
<tr>
<td>2</td>
<td>Allocated Indirect Costs</td>
<td>674,563</td>
<td>674,563</td>
</tr>
<tr>
<td>3</td>
<td>SCAG Consultants</td>
<td>291,400</td>
<td>291,400</td>
</tr>
<tr>
<td>4</td>
<td>Legal costs</td>
<td>120,000</td>
<td>120,000</td>
</tr>
<tr>
<td>5</td>
<td>Software</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>6</td>
<td>Payroll, bank fees</td>
<td>12,500</td>
<td>12,500</td>
</tr>
<tr>
<td>7</td>
<td>Mat &amp; equip &lt;50K</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>8</td>
<td>Office Supplies</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>9</td>
<td>Outreach</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>10</td>
<td>SCAG Memberships</td>
<td>116,000</td>
<td>116,000</td>
</tr>
<tr>
<td>11</td>
<td>Professional Membership</td>
<td>11,500</td>
<td>11,500</td>
</tr>
<tr>
<td>12</td>
<td>Res mat/sub</td>
<td>2,000</td>
<td>2,000</td>
</tr>
<tr>
<td>13</td>
<td>Capital Outlay &gt; $5,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>14</td>
<td>Recruitment Other</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>15</td>
<td>Conference - Registration</td>
<td>1,000</td>
<td>1,000</td>
</tr>
<tr>
<td>16</td>
<td>Scholarships</td>
<td>32,000</td>
<td>32,000</td>
</tr>
<tr>
<td>17</td>
<td>RC/Committee Mgs</td>
<td>25,000</td>
<td>25,000</td>
</tr>
<tr>
<td>18</td>
<td>RC Retreat</td>
<td>10,000</td>
<td>10,000</td>
</tr>
<tr>
<td>19</td>
<td>RC General Assembly</td>
<td>672,000</td>
<td>672,000</td>
</tr>
<tr>
<td>20</td>
<td>Demographic Workshop</td>
<td>28,000</td>
<td>28,000</td>
</tr>
<tr>
<td>21</td>
<td>Economic Summit</td>
<td>100,000</td>
<td>100,000</td>
</tr>
<tr>
<td>22</td>
<td>Housing Summit</td>
<td>20,000</td>
<td>20,000</td>
</tr>
<tr>
<td>23</td>
<td>Go Human</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>24</td>
<td>Other Meeting Expense</td>
<td>75,000</td>
<td>75,000</td>
</tr>
<tr>
<td>25</td>
<td>RHNA Subreg Delegation</td>
<td>500,000</td>
<td>500,000</td>
</tr>
<tr>
<td>26</td>
<td>Miscellaneous other</td>
<td>101,966</td>
<td>101,966</td>
</tr>
<tr>
<td>27</td>
<td>Stipend - RC Meetings</td>
<td>210,485</td>
<td>210,485</td>
</tr>
<tr>
<td>28</td>
<td>Printing</td>
<td>30,000</td>
<td>30,000</td>
</tr>
<tr>
<td>29</td>
<td>Travel - outside SCAG region</td>
<td>92,500</td>
<td>92,500</td>
</tr>
<tr>
<td>30</td>
<td>Travel - local</td>
<td>36,500</td>
<td>36,500</td>
</tr>
<tr>
<td>31</td>
<td>Mileage - local</td>
<td>28,500</td>
<td>28,500</td>
</tr>
<tr>
<td>32</td>
<td>Travel Lodging</td>
<td>13,500</td>
<td>13,500</td>
</tr>
<tr>
<td>33</td>
<td>Software Support</td>
<td>200,000</td>
<td>200,000</td>
</tr>
<tr>
<td>34</td>
<td>Cloud Services</td>
<td>489,330</td>
<td>489,330</td>
</tr>
<tr>
<td>35</td>
<td>Third Party Contributions</td>
<td>5,739,013</td>
<td>5,739,013</td>
</tr>
<tr>
<td>36</td>
<td>Toll Credits</td>
<td>718,703</td>
<td>718,703</td>
</tr>
<tr>
<td>37</td>
<td>F&amp;F Principal</td>
<td>239,928</td>
<td>239,928</td>
</tr>
<tr>
<td>38</td>
<td>F&amp;F Interest</td>
<td>27,635</td>
<td>27,635</td>
</tr>
<tr>
<td>39</td>
<td>AV Principal</td>
<td>133,703</td>
<td>133,703</td>
</tr>
<tr>
<td>40</td>
<td>AV Interest</td>
<td>6,390</td>
<td>6,390</td>
</tr>
<tr>
<td>41</td>
<td>Office Expenses</td>
<td>2,000</td>
<td>2,000</td>
</tr>
<tr>
<td>42</td>
<td>Software Support</td>
<td>5,000</td>
<td>5,000</td>
</tr>
<tr>
<td>43</td>
<td>Outreach/Advertisement</td>
<td>50,000</td>
<td>50,000</td>
</tr>
<tr>
<td>44</td>
<td>Professional Memberships</td>
<td>2,500</td>
<td>2,500</td>
</tr>
<tr>
<td>45</td>
<td>Resource Materials - subscrip</td>
<td>934,455</td>
<td>934,455</td>
</tr>
<tr>
<td>46</td>
<td>Capital Outlay</td>
<td>300,000</td>
<td>300,000</td>
</tr>
<tr>
<td>47</td>
<td>Public Notices</td>
<td>57,000</td>
<td>57,000</td>
</tr>
<tr>
<td>48</td>
<td>Conf. Registration</td>
<td>3,500</td>
<td>3,500</td>
</tr>
<tr>
<td>49</td>
<td>Other Meeting Expense</td>
<td>54,000</td>
<td>54,000</td>
</tr>
<tr>
<td>50</td>
<td>Miscellaneous</td>
<td>294,228</td>
<td>294,228</td>
</tr>
<tr>
<td>51</td>
<td>Printing</td>
<td>15,000</td>
<td>15,000</td>
</tr>
<tr>
<td>52</td>
<td>Travel</td>
<td>293,750</td>
<td>293,750</td>
</tr>
<tr>
<td>53</td>
<td>Exp - Local Other</td>
<td>6,268,529</td>
<td>6,268,529</td>
</tr>
<tr>
<td>54</td>
<td>Total OWP &amp; TDA Capital</td>
<td>90,956,755</td>
<td>90,956,755</td>
</tr>
<tr>
<td>55</td>
<td>Comprehensive Budget</td>
<td>94,902,089</td>
<td>94,902,089</td>
</tr>
<tr>
<td></td>
<td>Adopted Budget</td>
<td>Amended Budget</td>
<td>Expenditures</td>
</tr>
<tr>
<td>---</td>
<td>----------------</td>
<td>----------------</td>
<td>--------------</td>
</tr>
<tr>
<td>1</td>
<td>50010 Regular Staff</td>
<td>5,649,706</td>
<td>5,649,706</td>
</tr>
<tr>
<td>2</td>
<td>50013 Regular OT</td>
<td>1,000</td>
<td>1,000</td>
</tr>
<tr>
<td>3</td>
<td>50014 Interns, Temps, Annuit</td>
<td>75,000</td>
<td>75,000</td>
</tr>
<tr>
<td>4</td>
<td>50030 Severance</td>
<td>80,000</td>
<td>80,000</td>
</tr>
<tr>
<td>5</td>
<td>51xxx Allocated Fringe Benefits</td>
<td>4,507,099</td>
<td>4,507,099</td>
</tr>
<tr>
<td>6</td>
<td>54300 SCAG Consultants</td>
<td>292,150</td>
<td>292,150</td>
</tr>
<tr>
<td>7</td>
<td>54301 Consultants - Other</td>
<td>1,041,600</td>
<td>1,041,600</td>
</tr>
<tr>
<td>8</td>
<td>54340 Legal</td>
<td>40,000</td>
<td>40,000</td>
</tr>
<tr>
<td>9</td>
<td>55210 Software Support</td>
<td>519,400</td>
<td>519,400</td>
</tr>
<tr>
<td>10</td>
<td>55220 Hardware Supp</td>
<td>415,000</td>
<td>415,000</td>
</tr>
<tr>
<td>11</td>
<td>55230 Computer Maintenance</td>
<td>250,000</td>
<td>250,000</td>
</tr>
<tr>
<td>12</td>
<td>55240 Repair &amp; Maint Non-IT</td>
<td>26,500</td>
<td>26,500</td>
</tr>
<tr>
<td>13</td>
<td>55270 Software Purchases</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>14</td>
<td>55315 F&amp;F Interest</td>
<td>11,604</td>
<td>11,604</td>
</tr>
<tr>
<td>15</td>
<td>55325 AV Interest</td>
<td>19,745</td>
<td>19,745</td>
</tr>
<tr>
<td>16</td>
<td>55400 Office Rent DT LA</td>
<td>1,538,000</td>
<td>1,538,000</td>
</tr>
<tr>
<td>17</td>
<td>55410 Office Rent Satellite</td>
<td>260,000</td>
<td>260,000</td>
</tr>
<tr>
<td>18</td>
<td>55415 Offsite Storage</td>
<td>5,000</td>
<td>5,000</td>
</tr>
<tr>
<td>19</td>
<td>55420 Equip Leases</td>
<td>100,000</td>
<td>100,000</td>
</tr>
<tr>
<td>20</td>
<td>55430 Equip Repairs &amp; Maint</td>
<td>1,000</td>
<td>1,000</td>
</tr>
<tr>
<td>21</td>
<td>55435 Security Services</td>
<td>100,000</td>
<td>100,000</td>
</tr>
<tr>
<td>22</td>
<td>55440 Insurance</td>
<td>238,385</td>
<td>238,385</td>
</tr>
<tr>
<td>23</td>
<td>55441 Payroll / Bank Fees</td>
<td>15,000</td>
<td>15,000</td>
</tr>
<tr>
<td>24</td>
<td>55445 Taxes</td>
<td>5,000</td>
<td>5,000</td>
</tr>
<tr>
<td>25</td>
<td>55460 Mater &amp; Equip &lt; $5,000</td>
<td>64,000</td>
<td>64,000</td>
</tr>
<tr>
<td>26</td>
<td>55510 Office Supplies</td>
<td>73,800</td>
<td>73,800</td>
</tr>
<tr>
<td>27</td>
<td>55520 Graphic Supplies</td>
<td>2,500</td>
<td>2,500</td>
</tr>
<tr>
<td>28</td>
<td>55530 Telephone</td>
<td>195,000</td>
<td>195,000</td>
</tr>
<tr>
<td>29</td>
<td>55540 Postage</td>
<td>10,000</td>
<td>10,000</td>
</tr>
<tr>
<td>30</td>
<td>55550 Delivery Svc</td>
<td>5,000</td>
<td>5,000</td>
</tr>
<tr>
<td>31</td>
<td>55580 Outreach/Advertisement</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>32</td>
<td>55600 SCAG Memberships</td>
<td>76,200</td>
<td>76,200</td>
</tr>
<tr>
<td>33</td>
<td>55610 Prof Memberships</td>
<td>1,500</td>
<td>1,500</td>
</tr>
<tr>
<td>34</td>
<td>55611 Prof Dues</td>
<td>1,350</td>
<td>1,350</td>
</tr>
<tr>
<td>35</td>
<td>55620 Res Mats/Subscript</td>
<td>70,800</td>
<td>70,800</td>
</tr>
<tr>
<td>36</td>
<td>55700 Deprec - Furn &amp; Fixt</td>
<td>185,000</td>
<td>185,000</td>
</tr>
<tr>
<td>37</td>
<td>55710 Deprec - Computer Equipment</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>38</td>
<td>55715 Amortiz - Software</td>
<td>1,684</td>
<td>1,684</td>
</tr>
<tr>
<td>39</td>
<td>55720 Amortiz - Leasehold Improvements</td>
<td>62,500</td>
<td>62,500</td>
</tr>
<tr>
<td>40</td>
<td>55800 Recruitment Notices</td>
<td>25,000</td>
<td>25,000</td>
</tr>
<tr>
<td>41</td>
<td>55801 Recruitment - other</td>
<td>45,000</td>
<td>45,000</td>
</tr>
<tr>
<td>42</td>
<td>55810 Public Notices</td>
<td>2,500</td>
<td>2,500</td>
</tr>
<tr>
<td>43</td>
<td>55820 In House Training</td>
<td>30,000</td>
<td>30,000</td>
</tr>
<tr>
<td>44</td>
<td>55830 Networking Meetings/Special Events</td>
<td>22,500</td>
<td>22,500</td>
</tr>
<tr>
<td>45</td>
<td>55840 Training Registration</td>
<td>65,000</td>
<td>65,000</td>
</tr>
<tr>
<td>46</td>
<td>55920 Other Mlg Exp</td>
<td>2,500</td>
<td>2,500</td>
</tr>
<tr>
<td>47</td>
<td>55950 Temp Help</td>
<td>105,000</td>
<td>105,000</td>
</tr>
<tr>
<td>48</td>
<td>55930 Misc. Other</td>
<td>6,500</td>
<td>6,500</td>
</tr>
<tr>
<td>49</td>
<td>58200 Travel - Reg Fees</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>50</td>
<td>58100 Printing</td>
<td>23,000</td>
<td>23,000</td>
</tr>
<tr>
<td>51</td>
<td>58101 Travel - Outside</td>
<td>82,800</td>
<td>82,800</td>
</tr>
<tr>
<td>52</td>
<td>58110 Travel - Local</td>
<td>19,500</td>
<td>19,500</td>
</tr>
<tr>
<td>53</td>
<td>58120 Travel Agent Fees</td>
<td>3,000</td>
<td>3,000</td>
</tr>
<tr>
<td>54</td>
<td>Total Indirect Cost</td>
<td>16,396,323</td>
<td>16,396,323</td>
</tr>
</tbody>
</table>
Overview
This chart shows the number of contracts administered by the Contracts division, by month, from July 2018 thru July 2019.

Summary
The chart shows that the Contracts Department is managing One hundred-twenty-three contracts. Fifty-two are Cost Plus Fixed Fee contracts, 33 are fixed price contracts, and the remaining 38 are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). The Contracts Department anticipates issuing approximately 60 contracts for FY 2019-20. Note, due to the nature of SCAG's work, the majority of SCAG contracts have a one year term and end on June 30th each year.
<table>
<thead>
<tr>
<th>GROUPS</th>
<th>Authorized Positions</th>
<th>Filled Positions</th>
<th>Vacant Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive</td>
<td>8</td>
<td>7</td>
<td>1</td>
</tr>
<tr>
<td>Legal</td>
<td>2</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Policy &amp; Public Affairs</td>
<td>18</td>
<td>17</td>
<td>1</td>
</tr>
<tr>
<td>Administration</td>
<td>44</td>
<td>41</td>
<td>3</td>
</tr>
<tr>
<td>Planning &amp; Programs</td>
<td>69</td>
<td>65</td>
<td>4</td>
</tr>
<tr>
<td>Total</td>
<td>141</td>
<td>132</td>
<td>9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GROUPS</th>
<th>Limited Term Positions</th>
<th>Interns or Volunteers</th>
<th>Temp Positions</th>
<th>Agency Temps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Legal</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Policy &amp; Public Affairs</td>
<td>1</td>
<td>2</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Administration</td>
<td>1</td>
<td>0</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Planning &amp; Programs</td>
<td>3</td>
<td>9</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>5</td>
<td>11</td>
<td>7</td>
<td>0</td>
</tr>
</tbody>
</table>