

SOUTHERN CALIFORNIA



**ASSOCIATION of
GOVERNMENTS**

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First Vice President

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Second Vice President

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Community, Economic and

Human Development

Bill Jahn, Big Bear Lake

Energy & Environment

Margaret Clark, Rosemead

Transportation

Paul Glaab, Laguna Niguel

MEETING OF THE

EXECUTIVE/ADMINISTRATION COMMITTEE

PLEASE NOTE TIME

Thursday, January 5, 2012

9:00 a.m. – 10:00 a.m.

**SCAG Main Office
818 W. 7th Street, 12th Floor
Board 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 Deby Salcido at (213) 236-1993 or via email salcido@scag.ca.gov

Agendas & Minutes for the Executive/Administration Committee are also available at: www.scag.ca.gov/committees/eac.htm

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Executive / Administration Committee
Membership – January 2012

Members

Representing

| | | | |
|----------------------------------|-------------------------------|-----------------------|----------------------------------|
| Chair | 1. Hon. Pam O'Connor | Santa Monica | District 41 |
| Vice-Chair | 2. Hon. Glen Becerra | Simi Valley | District 46 |
| 2nd Vice-Chair | 3. Hon. Greg Pettis | Cathedral City | District 2 |
| Imm. Past Pres. | 4. Hon. Larry McCallon | Highland | District 7 |
| | 5. Hon. Mark Calac | | Pechanga Band of Luiseno Indians |
| | 6. Hon. Margaret Clark | Rosemead | District 32 |
| | 7. Hon. Paul Glaab | Laguna Niguel | District 12 |
| | 8. Hon. Bill Jahn | Big Bear Lake | District 11 |
| | 9. Hon. Paula Lantz | Pomona | District 38 |
| | 10. Mr. Randall Lewis | Ex-Officio | Lewis Group of Companies |
| | 11. Hon. Michele Martinez | Santa Ana | District 16 |
| | 12. Hon. Keith Millhouse | Moorpark | VCTC |
| | 13. Hon. Sharon Quirk-Silva | Fullerton | District 21 |
| | 14. Hon. Ronald Roberts | Temecula | District 5 |
| | 15. Hon. Cheryl Viegas-Walker | El Centro | District 1 |

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EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

JANUARY 5, 2012

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

CALL TO ORDER & PLEDGE OF ALLEGIANCE

(Hon. Pam O'Connor, 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 provided that the Chair has the discretion to reduce this time limit based upon the number of speakers. The Chair may limit the total time for all public comments to twenty (20) minutes.

REVIEW AND PRIORITIZE AGENDA ITEMS

EXECUTIVE DIRECTOR'S REPORT

(Hasan Ikhata, Executive Director)

CONSENT CALENDAR

Page No.

Approval Items

- | | | |
|---|-------------------|-----------|
| 1. <u>Minutes of the November 3, 2011 Meeting</u> | Attachment | 1 |
| 2. <u>Minutes of the November 14, 2011 Meeting</u> | Attachment | 6 |
| 3. <u>SCAG Sponsorship of Annual Events and Membership: 1. 2011-2012 Coalition for America's Gateways and Trade Corridors (\$6,500); 2. The Southern California Leadership Council (\$20,000); 3. Building Industry Association of Southern California Annual Installation & Awards Night (\$1,000); 4. ULI Orange County/Inland Empire Retrofitting TOD in Suburbia: Solutions for Orange County & Inland Empire (\$250); and 5. West Coast Corridor Coalition (\$500)</u> | Attachment | 8 |
| 4. <u>Proposed Memorandum of Understanding (MOU) between Southern California Association of Governments (SCAG) and the Center for Demographic Research (CDR) at California State University, Fullerton</u> | Attachment | 10 |
| 5. <u>Proposed Memorandum of Understanding (MOU) Between the Southern California Association of Governments (SCAG) and the Daegu-Gyeongbuk Development Institute (DGI)</u> | Attachment | 29 |

EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

JANUARY 5, 2012

| | | <u>Page No.</u> |
|--|---|-----------------|
| 6. | <u>Public Buses: Triple Bicycle Racks Legislation</u> | Attachment 33 |
| 7. | <u>Extension of iPad® Pilot Program/Paperless Agendas to Full Regional Council</u> | Attachment 35 |
| <u>Receive and File</u> | | |
| 8. | <u>Contracts/Purchase Orders and/or Amendments Between \$5,000 - \$200,000</u> | Attachment 37 |
| <u>ACTION ITEMS</u> | | |
| 9. | <u>SCAG Recognition of the San Fernando Valley Council of Governments (COG) Subregion</u> <i>(Hasan Ikhata, Executive Director)</i> | Attachment 56 |
| | Recommended Action: Recognize the San Fernando Valley COG as a new SCAG Subregion. | |
| 10. | <u>Amendments \$75,000 or Greater: Contract No. 10-026-C1, Alternative Analysis of the Pacific Electric Right-of-Way / West Santa Ana Branch Corridor</u> | Attachment 58 |
| | Recommended Action: Approve Amendment No. 7 to Contract No. 10-026-C1 with AECOM, Inc., in an amount not-to-exceed \$50,000. | |
| | <u>CFO MONTHLY FINANCIAL REPORT</u> <i>(Wayne Moore, Chief Financial Officer)</i> | Attachment 61 |
| <u>FUTURE AGENDA ITEMS</u> | | |
| Any Committee member or staff desiring to place items on a future agenda may make such a request. | | |
| <u>ANNOUNCEMENTS</u> | | |
| <u>ADJOURNMENT</u> | | |
| <i>The next regular meeting of the Executive/Administration Committee will be held on Thursday, February 2, 2012 at the SCAG Los Angeles Office.</i> | | |

**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)**

November 3, 2011

MINUTES

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE. A RECORDING OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Executive/Administration Committee (EAC) held its meeting at the SCAG Offices, in Los Angeles, California. The meeting was called to order by Hon. Pam O'Connor, Chair, City of Santa Monica. A quorum was present.

Members Present

| | |
|--|-----------------------|
| Hon. Pam O'Connor, Santa Monica, President | District 41 |
| Hon. Margaret Clark, Rosemead | District 32 |
| Hon. Bill Jahn, Big Bear Lake | District 11 |
| Hon. Michele Martinez, Santa Ana | District 16 |
| Hon. Larry McCallon, Highland, Imm. Past President | District 7 |
| Hon. Greg Pettis, Cathedral City, 2 nd Vice-President | District 2 |
| Hon. Sharon Quirk-Silva, Fullerton | District 21 |
| Hon. Ron Roberts, Temecula | District 5 |
| Hon. Cheryl Viegas-Walker, El Centro | District 1 |
| Mr. Randall Lewis | Lewis Operating Corp. |

Members Not Present

| | |
|---|-----------------------------|
| Hon. Glen Becerra, Simi Valley, 1st Vice -President | District 46 |
| Hon. Mark Calac, Pechanga Band of Luiseno Indians | Tribal Govt. Representative |
| Hon. Paul Glaab, Laguna Niguel | District 12 |
| Hon. Paula Lantz, Pomona | District 38 |
| Hon. Keith Millhouse, Moorpark | VCTC |

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Hon. Pam O'Connor, Chair, called the meeting to order at 9:00 a.m.

PUBLIC COMMENT PERIOD

There were no public comments from the audience.

REVIEW and PRIORITIZE AGENDA ITEMS

None.

EXECUTIVE DIRECTOR'S REPORT

Hasan Ikhata, Executive Director, provided a summary of what would be discussed at today's Joint Meeting concerning the release of the Draft 2012 RTP/SCS for public review and comment at the December 1, 2011 Summit. As part of the summary, Mr. Ikhata mentioned that the draft RTP/SCS would serve as a significant blueprint for Southern California; it would be a transformative plan that focuses on multimodal transportation investments, the creation of new neighborhoods and revitalization of communities and business districts that offer choices to the region's residents; and that it defines our challenges and provides opportunities on how to move forward.

Hon. Sharon Quirk-Silva, District 21, asked whether it was wise to include projects that have no funding at this time. Mr. Ikhata reminded the EAC that the RTP/SCS is a 20-year plan (Plan) and for this reason, encourage that SCAG not limit itself. He noted that many initiatives start without funding but the Plan provides strategies for getting the funding. Ms. Quirk-Silva stated that SCAG shouldn't be too short-sided and that it should think more visionary and holistically.

Finally, Mr. Ikhata also noted that on Friday, October 28, 2011 the San Diego Association of Governments (SANDAG) Board of Directors adopted the 2050 Regional Plan and Sustainable Communities Strategy.

CONSENT CALENDAR

Approval Items

1. Minutes of the October 6, 2011 Meeting
2. SCAG Sponsorship of Annual Events: 1) Los Angeles County Business Federation (\$25,000; 2) California Transit Foundation Transportation Education Symposium (\$1,200)
3. Development of a "Local Control" Approach to Amtrak Pacific Surfliner Services on the Los Angeles – San Diego – San Luis Obispo (LOSSAN) Rail Corridor

4. Contracts/Purchase Orders and/or Amendments between \$5,000 - \$200,000

A motion was made (McCallon) to approve the Consent Calendar. Motion was seconded (Jahn) and UNANIMOUSLY APPROVED.

CFO MONTHLY FINANCIAL REPORT

Basil Panas, Accounting Manager, provided highlights of the CFO Monthly Financial Report which included a brief report on the actions taken at the October 25, 2011 Audit Committee meeting.

- The FY 2010/11 Draft Financial Audit Report was presented by SCAG's outside independent auditors, Vasquez & Company, LLC to the committee; there were no audit findings. However, there were two recommendations involving accounting procedural improvements, which have already been implemented;
- The June 30, 2011 Actuarial Report for SCAG's Other-Post Employment Benefits (OPEB) which is required biennially was presented; An assumption rate of 7% was used in the actuarial study to forecast SCAG's Annual Required Contribution (ARC) to fully fund SCAG's retiree healthcare benefit obligations.
- The Risk Management Evaluation program conducted by JPIA, resulted in an action list or recommendations of 15 items, three of which have been implemented. The action items were a review of policies and procedures in Human Resources and in other departments throughout the agency. A Risk Evaluation Committee was formed to address, establish deadlines and implement the remaining action items by the June 30, 2012 target date. A progress report will be presented at the next Audit Committee meeting.

FUTURE AGENDA ITEMS

Hon. Sharon Quirk-Silva noted Cal State Fullerton's successful sustainability process as it pertains to their SB375 efforts, and requested that a representative be contacted to give a presentation.

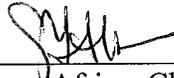
ANNOUNCEMENTS

President Pam O'Connor announced "Save the Dates" for the Transportation, Sustainability and Economic Summit that will take place at the Wilshire Grand on December 1, 2011 at 9:30 a.m. An invitation to the EAC members for the pre-conference reception will be sent. In addition, President O'Connor noted the new date for the 2012 Regional Conference and General Assembly: April 4-5, 2012. More information to follow on the modified policy committee process and procedures leading up to the General Assembly.

ADJOURNMENT

The meeting of the EAC adjourned at 9:25 a.m. The next regular meeting of the Executive/Administration Committee will be held on Thursday, January 5, 2012 at the SCAG Los Angeles Office.

Minutes Approved by:



Joann Africa, Chief Counsel
Staff to the Executive/Administration
Committee

EXECUTIVE/ADMINISTRATION COMMITTEE ATTENDANCE REPORT

| Member (including Ex-Officio) LastName, FirstName | Representing | X = County Represented | | | | | | | | | | |
|---|----------------------------|------------------------|----------|----------|----------|----------|----------|-----|-----|-----|-----|-----|
| | | IC | LA | OC | RC | SB | VC | SEP | OCT | NOV | DEC | JAN |
| Becerra, Glen, 1st VP | Simi Valley | | | | | | X | X | | | | |
| Calac, Mark | Pechanga Tribal Government | | | | | X | | | | | | |
| Clark, Margaret | Rosemead | | X | | | | | X | X | X | | |
| Glaab, Paul | Laguna Niguel | | | X | | | | X | | | | |
| Jahn, Bill | Big Bear Lake | | | | | X | | X | X | X | | |
| Lantz, Paula | Pomona | | X | | | | | X | X | | | |
| Martinez, Michele | Santa Ana | | | X | | | | X | | X | | |
| McCallon, Larry | Highland | | | | | X | | X | X | X | | |
| Millhouse, Keith | VCTC | | | | | | X | X | | | | |
| O'Connor, Pam, CHAIR | Santa Monica | | X | | | | | X | X | X | | |
| Pettis, Gregory, 2nd VP | Cathedral City | | | | X | | | X | X | X | | |
| Quirk-Silva, Sharon | Fullerton | | | X | | | | X | X | X | | |
| Roberts, Ron | Temecula | | | | X | | | X | X | X | | |
| Walker-Viegas, Cheryl | El Centro | X | | | | | | X | | X | | |
| Lewis, Randall, Ex Officio | Lewis Op. Corp. | | | | | X | | X | X | X | | |
| Totals | | 1 | 3 | 3 | 2 | 4 | 2 | | | | | |

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**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)**

November 14, 2011

MINUTES

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE. A RECORDING OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Executive/Administration Committee (EAC) held its meeting at the SCAG Offices, in Los Angeles, California. The meeting was called to order by Hon. Larry McCallon, Immediate Past President, City of Highland. A quorum was present.

Members Present

| | | |
|--|-------------|--------------------|
| Hon. Pam O'Connor, Santa Monica, President | District 41 | Via Teleconference |
| Hon. Margaret Clark, Rosemead | District 32 | Via Teleconference |
| Hon. Paul Glaab, Laguna Niguel | District 12 | Via Teleconference |
| Hon. Bill Jahn, Big Bear Lake | District 11 | Via Teleconference |
| Hon. Sharon Quirk-Silva, Fullerton | District 21 | Via Teleconference |
| Hon. Greg Pettis, Cathedral City | District 2 | Via Teleconference |
| Mr. Randall Lewis, Ex-Officio | Lewis Group | Via Teleconference |

CALL TO ORDER

Hon. Larry McCallon, Immediate Past President, called the meeting to order at 9:31 a.m.

PUBLIC COMMENT PERIOD

There were no public comments.

REVIEW and PRIORITIZE AGENDA ITEMS

None.

CLOSED SESSION

Joann Africa, Chief Counsel, announced the commencement of the Closed Session.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code Section 54956.9 (c): One potential case

At the conclusion of the Closed Session, Joann Africa, Chief Counsel reported that the EAC authorized SCAG to participate in the filing of an amicus brief along with other transportation agencies in the *Neighbors for Smart Rail v. Exposition Metro Line Construction Authority* appeal.

ADJOURNMENT

The Special Meeting of the EAC adjourned at 9:40 a.m. The next regular meeting of the Executive/Administration Committee will be held on Thursday, January 5, 2012 at the SCAG Los Angeles Office.

Minutes Approved by:



Joann Africa, Chief Counsel
Staff to the Executive/Administration
Committee

DATE: January 5, 2012

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

FROM: Sharon A. Neely, Deputy Executive Director, Strategy, Policy and Public Affairs,
neely@scag.ca.gov, (213)-236-1992

SUBJECT: SCAG Sponsorship of Annual Events and Membership: 1. 2011-2012 Coalition for America's Gateways and Trade Corridors (\$6,500); 2. The Southern California Leadership Council (\$20,000); 3. Building Industry Association of Southern California Annual Installation & Awards Night (\$1,000); 4. ULI Orange County/Inland Empire Retrofitting TOD in Suburbia: Solutions for Orange County & Inland Empire (\$250); and 5. West Coast Corridor Coalition (\$500)

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Approve.

EXECUTIVE SUMMARY:
The Legislative/Communications & Membership Committee (LCMC) met on November 15, 2011 and recommended approval up to \$26,500 for the membership of the 2011-2012 Coalition for America's Gateways and Trade Corridor \$6,500 and \$20,000 for FY 2012 membership to the Southern California Leadership Council. The LCMC met on December 20, 2011 and recommended approval of up to \$1,000 sponsorship of the Building Industry Association of Southern California Annual Installation & Awards Night; \$250 sponsorship to the ULI Orange County/Inland Empire Retrofitting TOD in Suburbia: Solutions for Orange County & Inland Empire; and \$500 membership to the West Coast Corridor Coalition.

STRATEGIC PLAN:
This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

BACKGROUND:

Coalition for America's Gateways and Trade Corridors (CAGTC)

CAGTC works with and through its members to raise public recognition and Congressional awareness of U.S. freight needs to promote sufficient funding in federal legislation for trade corridors, gateways, intermodal connectors and freight facilities. CAGTC is comprised of over sixty (60) representative organizations, including state DOTs, MPOs, ports, engineering firms, and freight corridors who work to improve national freight policy. As a CAGTC member, SCAG will have the opportunity to participate in various policy and planning committees in order to help shape national freight and goods movement policy and legislation with the organization. The annual membership is \$6,500.

The Southern California Leadership Council (SCLC) and The Center Economic Development

Established in 2005, the SCLC is comprised of business and community leaders from throughout the seven (7) counties of Southern California, including four (4) former California Governors. SCLC funds, prioritizes, and approves several major initiatives each year. The SCLC is comprised of key Southern California leaders to solve public policy issues such as economic vitality, resources (energy, water and environment), and transportation (goods and people) that are critical to SCAG and the region's economic vitality and quality of life. The annual membership is \$20,000.

Building Industry Association of Southern California (BIA)

The BIA Baldy View Chapter presented the industry's Good Government Awards at a December 8, 2011 Installation Dinner at the Pomona Valley Mining Company. BIA presented Highland Mayor and SCAG Past President Larry McCallon with a Good Government Award for his distinguished service as SCAG Past President and for the noteworthy release of the Southern California Economic Recovery & Job Creation Strategy this past year. The \$1,000 Program Sponsorship entitled SCAG to eight (8) tickets with preferred seating, SCAG logo on the program title page, and a full page ad in the program.

Urban Land Institute Orange County/Inland Empire

The Urban Land Institute (ULI) Orange County/Inland Empire "Retrofitting TOD in Suburbia" Conference will be held on Thursday, January 19, 2012 (7:30p.m. – 12:00p.m.) at the Embassy Suites Ontario Airport. This event is designed to help agencies, cities, planners and developers understand how the communities in this region will plan for and around transit in the suburbs. SCAG and the ULI Orange County/Inland Empire Chapter were members of the SCAG Housing and Urban Development Grant Sustainability Consortium. The \$250 sponsorship, which is available to the public sector only, entitles SCAG to be listed on the website and all promotional materials, event signage, exhibitor tabletop at the event, and two (2) event tickets.

West Coast Corridor Coalition (WCCC)

At its last meeting, the WCCC Board agreed to an annual \$500 assessment per organization to allow the Coalition to continue its work and to pursue additional resources. With these funds, the Coalition will continue to focus on supporting improvements to the freight movement system in a clean, green and smart manner. Membership in the Coalition supports the effort to coordinate activities beyond individual agency's borders to improve the transportation system. The WCCC was launched in November 2001 by transportation policy leaders in California, Oregon, Washington and Alaska to address the challenge of goods movement in the Pacific states.

FISCAL IMPACT:

Up to \$28,250 (These funds are included in the approved 2012 budget).

ATTACHMENT:

None.

DATE: January 5, 2012

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

FROM: Douglas Williford, Deputy Executive Director, Planning, 213-236-1919, willifor@scag.ca.gov

SUBJECT: Proposed Memorandum of Understanding (MOU) between Southern California Association of Governments (SCAG) and the Center for Demographic Research (CDR) at California State University, Fullerton (CSUF)

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Approve the MOU between SCAG and the CDR at CSUF to promote joint research and exchange technical information, and authorize the SCAG Executive Director or his designee to execute the MOU.

EXECUTIVE SUMMARY:
CDR, based at the CSUF, was established to coordinate the development of demographic and related information for Orange County. CDR is a vital data source for a wide range of local, subregional and regional applications, including, transportation infrastructure planning; facilities planning and timing; development of fee programs; bond revenue stream analysis; general planning and other applications. SCAG staff seeks approval of the MOU by the EAC and RC and authority for the Executive Director or his designee to execute the MOU.

STRATEGIC PLAN:
This item supports SCAG's Strategic Plan, Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective a: Develop and maintain planning models that support regional planning and Objective c: Maintain a leadership role in the modeling and planning data/GIS communities.

BACKGROUND:
CDR is a non-profit research center dedicated to the development and support of demographic research. CDR's mission is to provide accurate and timely information regarding population, housing and employment characteristics in an efficient and cost-effective manner. Their work focuses mainly on, but is not limited to, demographics in Orange County, California.

FISCAL IMPACT:
Funding for this project is contained in work element 12-055.SCG0704.02. The funding will be provided as follows: \$77,238 in FY 2011/12, \$78,487 in FY 2012/13, and \$79,917 for FY 2013/14. The total funding for the project over the three year period is \$235,642.

ATTACHMENT:
MOU between SCAG and CDR, CSUF

MEMORANDUM OF UNDERSTANDING
by and between
ORANGE COUNTY INTERESTS
and
CALIFORNIA STATE UNIVERSITY, FULLERTON AUXILIARY SERVICES
CORPORATION
for the
CONTINUED OPERATION OF THE CENTER FOR DEMOGRAPHIC RESEARCH
AT CALIFORNIA STATE UNIVERSITY, FULLERTON

This Memorandum of Understanding (“MOU”) is entered into between the County of Orange, Transportation Corridor Agencies, Orange County Sanitation District, Orange County Transportation Authority, Municipal Water District of Orange County, Orange County Water District, Orange County Council of Governments, and Southern California Association of Governments (“SPONSORS”); the Orange County Local Agency Formation Commission (“CONTRIBUTING PARTNERS”) and the CSU Fullerton Auxiliary Services Corporation, (“ASC”), which is a 501 (c)3 California corporation organized under California law as an auxiliary organization of California State University, Fullerton (“CSUF”). This MOU is for the development of demographic data and related support products. Obligations and rights specified for CSUF in the MOU shall be exercised by the ASC.

WHEREAS, the development of demographic and related information for Orange County is a vital data source used for a wide range of local, subregional and regional applications, including, transportation infrastructure planning, facilities planning and timing, development of fee programs, bond revenue stream analysis, general planning and other applications; and

WHEREAS, a number of primary users of data in Orange County have recognized the benefit of having a local area expertise in developing demographic projections and associated products; and

WHEREAS, these SPONSORS, CONTRIBUTING PARTNERS, and California State University, Fullerton agree on the importance of having a single entity in Orange County developing demographic products and providing such products to data users; and

WHEREAS, these agencies also desire to establish a long-term process which allows each individual agency participation in the development and review of demographic products; and

WHEREAS, the Center for Demographic Research located at CSUF provides an opportunity to place demographic activities in a setting that accomplishes SPONSORS’ and CONTRIBUTING PARTNERS’ objectives and provides augmented educational opportunities for CSUF; and

WHEREAS, CSUF will be listed as a “SPONSOR” based upon their financial contribution as outlined in the budget in Attachment 1 and in-kind contributions for the balance of the remaining Sponsor seat; and

WHEREAS, the SPONSORS and CSUF have worked cooperatively in supporting and organizing the Center for Demographic Research for fifteen years and wish to continue their cooperation; and

WHEREAS, the CONTRIBUTING PARTNERS wish to participate in supporting the Center for Demographic Research beginning in Fiscal Year 2010/2011; and

NOW, THEREFORE, IT IS RESOLVED that the **SPONSORS, CONTRIBUTING PARTNERS**, and the **ASC** agree as follows:

I. The SPONSORS and CONTRIBUTING PARTNERS will fund the Center for Demographic Research for the next three years, subject to an annual review and two one-year options by the SPONSORS and CONTRIBUTING PARTNERS, for an annual total fee as set forth in Item IV below and Attachment 1.

II. Process and Structure

A. Orange County Projections

The Orange County Council of Governments (OCCOG) will be responsible for the approval of the Orange County Projections at the Regional Statistical Area level and subsequent to that action the County of Orange will approve the Orange County Projections. The OCCOG will work with CDR staff to integrate the Orange County Projections as approved in to the Southern California Association of Governments (SCAG) Regional Growth Forecast.

B. Management Oversight

The Management Oversight Committee shall meet at least four (4) times each year to (1) consider policy matters associated with the operations of the Center for Demographic Research, (2) review products status and activities which are part of the core Work Program, (3) review the Center for Demographic Research's financial status and status of annual MOU signatures, (4) set CDR budget and modify staff salaries (5) consider requests from additional agencies wishing to become sponsors or contributing partners, (6) modify budget and work program upon addition or termination of a sponsor or contributing partner, (7) address other matters vital to the function of the Center for Demographic Research, and (8) undertake additional tasks as requested by the SPONSORS.

The Management Oversight Committee will be comprised of staff representing the SPONSORS, CONTRIBUTING PARTNERS and CSUF. Each SPONSOR will have one voting member of equal standing on the Management Oversight Committee including one member jointly representing the Municipal Water District of Orange County and the Orange County Water District; each CONTRIBUTING PARTNER will have one non-voting Ex-Officio member. The designees from each SPONSOR, CONTRIBUTING PARTNER, and the

university shall be named by July 1 of each year. An organization may also designate an individual(s) to serve as an alternate member of the Management Oversight Committee. The committee chair and vice-chair will be elected for a three-year term.

C. Technical Oversight:

The Technical Advisory Committee provides technical guidance and input into the development of each product produced under this MOU before they are reviewed by the Management Oversight Committee. The Technical Advisory Committee advises the Director of the Center for Demographic Research, as well as reports to the Management Oversight Committee. The Committee will include one voting representative from each SPONSOR including a member representing the Municipal Water District of Orange County and the Orange County Water District; each CONTRIBUTING PARTNER will have one non-voting Ex-Officio member. University participation on the Technical Advisory Committee will include at least one voting member from CSUF, and one voting member each from the University of California, Irvine and Chapman University. The Director of the Center for Demographic Research will coordinate with research centers at these universities to ensure data consistency. The designees from each SPONSOR, CONTRIBUTING PARTNER, and agency shall be named by July 1 of each year. The committee chair and vice-chair will be elected for a three-year term.

The Technical Advisory Committee shall schedule at least four (4) meetings each year. It will (1) provide a report to the Management Oversight Committee summarizing its meetings, (2) provide advice on the approach, techniques, data sources and methods used to develop new products, (3) facilitate the acquisition of data necessary to produce products, (4) provide suggestions on the interpretation and analysis incorporated into deliverables, (5) provide input on assumptions for the development of the growth projections, (6) provide review of deliverables prior to approval by the Management Oversight Committee and (7) undertake other tasks as identified by the Management Oversight Committee.

D. Transportation Modeling Data

The Orange County Transportation Authority (OCTA) will be responsible for the approval of all transportation modeling variables used in the Orange County Transportation Analysis Model (OCTAM) at the Traffic Analysis Zone level. The transportation modeling variables shall be consistent with the Orange County Projections, as approved by the Orange County Council of Governments and the County of Orange at the Regional Statistical Area Level. The OCTA and Southern California Association of Governments (SCAG) will exercise user agreements for their consultants to access the transportation modeling variables.

III. Duration and Terminations

This agreement will become effective upon execution and ends on June 30, 2014. A review of the performance of the Center for Demographic Research in meeting its obligations under this MOU will be conducted by the Management Oversight Committee throughout the term July 2011 through June 2014. This MOU may be extended and/or amended by mutual agreement of all signatories.

A party may terminate its participation under this MOU by giving each of the other parties sixty (60) days written notice thereof. Upon said notice of termination, the SPONSOR or CONTRIBUTING PARTNER terminating its participation shall pay the balance of fees owed by the SPONSOR or CONTRIBUTING PARTNER for that given fiscal year. Each fiscal year, the SPONSORS and CONTRIBUTING PARTNERS shall review and approve in writing the MOU, work program, and funding arrangement. Such written approval shall constitute a SPONSOR'S or CONTRIBUTING PARTNER'S agreement to participate in this Agreement. In the event that ASC wishes to terminate its participation, it shall reimburse the SPONSORS and CONTRIBUTING PARTNERS any advance payments, less an amount to cover expenses related to work in progress and less costs reasonably necessary to effect such termination. If a party wishes to withdraw from the agreement, said notice shall be affected by delivery of such notice in person or by depositing said notice in the United States mail, registered or certified mail, return receipt required, postage prepaid.

IV. Funding and Schedule

Respective fees shall be as follows for the following fiscal year:

| Payment Schedule for 2011-2014 | | | | |
|---|------------------|------------------|------------------|-------------------------|
| | 2011-2012 | 2012-2013 | 2013-2014 | Three Year Total |
| Orange County Transportation Authority | \$77,238 | \$78,487 | \$79,917 | \$235,642 |
| Orange County Council of Governments | \$77,238 | \$78,487 | \$79,917 | \$235,642 |
| County of Orange | \$77,238 | \$78,487 | \$79,917 | \$235,642 |
| Orange County Sanitation District | \$77,238 | \$78,487 | \$79,917 | \$235,642 |
| Transportation Corridor Agencies | \$77,238 | \$78,487 | \$79,917 | \$235,642 |
| Municipal Water District of Orange County | \$38,619 | \$39,243 | \$39,959 | \$117,821 |
| Orange County Water District | \$38,619 | \$39,243 | \$39,959 | \$117,821 |
| Southern California Association of Governments | \$77,238 | \$78,487 | \$79,917 | \$235,642 |
| Orange County Local Agency Formation Commission | \$15,000 | \$15,000 | \$15,000 | \$45,000 |
| TOTAL | \$555,668 | \$564,406 | \$574,422 | \$1,694,496 |

Payments shall be made in accordance with invoicing policies of the ASC according to the schedule below. SPONSORS and CONTRIBUTING PARTNERS will be

invoiced at the beginning of each quarter. Quarterly payments equal to 25% of the annual fees shall follow invoices submitted according to the calendar below:

| | |
|------------------------|---|
| Fiscal Year 2011/2012: | July 2011, October 2011, January 2012, April 2012 |
| Fiscal Year 2012/2013: | July 2012, October 2012, January 2013, April 2013 |
| Fiscal Year 2013/2014: | July 2013, October 2013, January 2014, April 2014 |

SPONSORS and CONTRIBUTING PARTNERS shall pay one-quarter of their annual fees upon receipt of said invoices or may prepay for an entire fiscal year. Prepayment does not imply a discounted rate.

V. Administrative Representatives

A. The Principal Investigator for the operations and management of the Center for Demographic Research and the conduct of this MOU is Deborah Diep, Director. The Assistant Director, Scott Martin, will serve as the Principal Investigator in the Director's absence. They are authorized to negotiate supplemental agreements with the SPONSORS, CONTRIBUTING PARTNERS, and Non-sponsors as noted in Section VII. Shou-Yinn (Pearl) Cheng is designated as the administrative representative for the ASC. Should the Principal Investigators become unavailable for any reason, no other Principal Investigator shall be chosen by CSUF or the ASC without the approval of the SPONSORS. Furthermore, the ASC agrees that the Management Oversight Committee shall make the recommendation on the selection of the Director or interim Director of the Center for Demographic Research and no Director or interim Director shall be appointed without approval of the Management Oversight Committee. The Management Oversight Committee will serve as the search committee if a search committee for the Director is required by the ASC.

B. Equipment and furniture purchased by ASC under the terms of this MOU shall remain the property of the SPONSORS. In the event that the Center for Demographic Research is disbanded, the equipment remains the property of the SPONSORS and the Management Oversight Committee shall determine its disposition.

C. Databases and applications developed and maintained for the Center for Demographic Research purposes shall remain under control of the SPONSORS. In the event that Center for Demographic Research is relocated from CSUF, all Center for Demographic Research functions and designations shall accompany the Center for Demographic Research.

VI. Additional Sponsorships and Revenues

Other agencies and entities can become sponsors or contributing partners of the Center for Demographic Research with unanimous agreement among the SPONSORS as determined by a vote of the Management Oversight Committee. Adjustments in

sponsor fees found necessary resulting from the addition of sponsors shall be determined by the Management Oversight Committee with consultation from the Center for Demographic Research Principal Investigators.

The disposition of additional revenues generated through additional sponsors, and the sale of products and services to non-sponsors shall be determined by the Management Oversight Committee. The additional funds shall be prorated according to the respective sponsor fee. SPONSORS shall have the option of expending their share of the additional funds on CDR activities, products or equipment or having the funds returned to the SPONSORS at the end of the fiscal year.

VII. Products and Deliverables

- A. The Center for Demographic Research will produce the identified core Demographic Products and Services as listed in Attachment 22 and described in Attachment 3. Each SPONSOR will receive ten (10) copies in printed form and one (1) copy of estimates and projections in electronic form.
- B. The SPONSORS and CONTRIBUTING PARTNERS have the right to obtain supplemental products and support services from the Center for Demographic Research through a purchase order. Projects above the amount of \$25,000 shall be approved by the ASC. Such purchases may be entered into if the SPONSOR or CONTRIBUTING PARTNER agrees to pay all additional costs resulting from the additional products or services, including an indirect cost of 25%, and if the activities do not interfere with the normal functioning of the CDR. If requests for additional products or services require interference with the normal functioning of the CDR as determined by the Management Oversight Committee or additional resources from the CDR's basic budget the proposal for such products and services will be forwarded to the Management Oversight Committee for their advice and consent prior to finalization of the agreement. In all cases, supplemental work for SPONSORS and CONTRIBUTING PARTNERS shall be assessed normal indirect costs of 25%.
- C. Non-sponsors can contract with the Center for Demographic Research for its services or obtain supplemental products and support services from the Center for Demographic Research through a Non-sponsor purchase order. Prior to entering into an agreement, the Management Oversight Committee will be informed of the request for services and will review it for any potential conflicts. The Director shall notify the Management Oversight Committee of any such proposed agreement and provide the committee with draft text and budget, at least 30 days before the intended start of work. The Management Oversight Committee shall review the proposed project for possible conflicts of interests, conflicts of time commitment, and budgetary adequacy. The Management Oversight Committee may at its discretion impose a surcharge of funds to be used at its discretion. Action on these matters may be taken only with the concurrence of a majority of

the members of the Management Oversight Committee and all such supplemental work for Non-sponsors shall be assessed normal indirect costs of 25%.

- D. Use of revenues generated by the sale of products produced by the Center for Demographic Research shall be determined by the Management Oversight Committee. A quarterly report on product sales will be presented to the Management Oversight Committee.
- E. Additional projects should not adversely affect the schedule of deliverables unless otherwise agreed to by the Management Oversight Committee.

VIII. Sponsorship

This Agreement shall be signed by all SPONSORS and CONTRIBUTING PARTNERS by June 30, 2012. If any SPONSOR or CONTRIBUTING PARTNER does not sign this Agreement, the funding amounts of the remaining SPONSORS and CONTRIBUTING PARTNERS will not change and the work program and budget will be modified to reflect the committed funding. Any SPONSOR or CONTRIBUTING PARTNER listed as an ORANGE COUNTY INTEREST that does not sign this Agreement forfeits all rights, services, and privileges as a CDR SPONSOR or CONTRIBUTING PARTNER unless otherwise negotiated. A formal status report on execution will be delivered at each Management Oversight Committee meeting until all SPONSORS and CONTRIBUTING PARTNERS sign this Agreement.

IX. Liability and Insurance

Each party to this MOU hereby assumes any and all risks for personal injury and property damage attributable to the negligent acts or omissions of that party and the officers, employees, and agents thereof. ASC warrants that it has adequate Worker's Compensation Insurance and liability insurance for its own employees. The ASC, the SPONSORS (the County of Orange, Transportation Corridor Agencies, Orange County Sanitation District, Orange County Transportation Authority, Municipal Water District of Orange County, Orange County Water District, Orange County Council of Governments, and Southern California Association of Governments), and the CONTRIBUTING PARTNERS (the Orange County Local Agency Formation Commission) agree to indemnify and hold each other, their respective officers, employees, students, agents, harmless from and against all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from negligent or intentional acts or omissions of the indemnifying party, its officers, employees, students or agents.

X. Independent Contractor

In the performance of all services and obligations under this agreement, SPONSORS, CONTRIBUTING PARTNERS, and ASC shall act as independent contractors. None shall be considered an employee or agent of the other.

XI. Use of Names

SPONSORS and CONTRIBUTING PARTNERS agree not to use the names of the ASC or CSUF in any commercial connection with work performed under this Agreement without prior written permission from the ASC. SPONSORS and CONTRIBUTING PARTNERS may use said names in ordinary internal business reports concerning this Agreement and may use the names of the Center for Demographic Research and the Principal Investigators in non-commercial publicity announcing the results of the project.

ASC agrees not to use the names of SPONSORS and/or CONTRIBUTING PARTNERS in any commercial connection with this work without prior written permission from SPONSORS and/or CONTRIBUTING PARTNERS. ASC may use SPONSORS' and/or CONTRIBUTING PARTNERS' name in ordinary internal business reports concerning this agreement and in non-commercial publicity announcing the awarding of the contract.

The provisions of this Section of the Agreement shall survive for two (2) years beyond any termination date specified in Section III or any extension thereof.

XII. Force Majeure

SPONSORS, CONTRIBUTING PARTNERS, and ASC shall not be liable or deemed to be in default for any delay or failure in performance under this Agreement or interruption of services resulting, directly or indirectly, from acts of God, civil or military authority, acts of public enemy, strikes, labor disputes, or any similar cause beyond the reasonable control of SPONSORS, CONTRIBUTING PARTNERS, or ASC, provided the affected party notifies the other party of the delay in writing within ten days of the onset of the delay.

XIII. Assignment

This Agreement shall inure to the benefit of and be binding upon and enforceable by the parties and their successors and permitted assigns. However, neither party may assign any of its rights or obligations under this Agreement without the prior written consent of the other.

XIV. Modification and Waiver

None of the terms of the Agreement may be waived or modified except by an express agreement in writing signed by SPONSORS, CONTRIBUTING PARTNERS, and ASC. Modifications not documented in writing cannot be enforced. The failure or delay of either party in enforcing any of its rights under this Agreement shall not be deemed a continuing waiver or a modification by such party of such right.

XV. Governing Law

The validity and interpretation of this Agreement shall be governed by the laws of the State of California.

XVI. Federal Statutes Relating to Nondiscrimination

ASC will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. section 794), which prohibits discrimination on the basis of handicaps; (d) Age discrimination Act of 1975, as amended (42 U.S.C. sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment, and Rehabilitation Act of 1970 (P.O. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd- d and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirement of any other federal nondiscrimination statute(s) which may apply to the application.

XVII. Notices

Notices under this agreement shall be considered to be given if delivered by first class mail to the following addresses:

For SPONSORS:

Steve Dunivent
County of Orange
10 Civic Center Plaza, 3rd Floor
Santa Ana, CA 92701

Dave Simpson
Orange County Council of Governments
550 South Main Street
P.O. Box 14184
Orange, CA 92613-1584

Valarie McFall
Transportation Corridor Agencies
125 Pacifica, Suite 100
Irvine, CA 92618-3304

James D. Ruth
Orange County Sanitation District
10844 Ellis Avenue
P.O. Box 8127
Fountain Valley, CA 92738-8127

Kurt Brotcke
Orange County Transportation Authority
550 South Main Street
P.O. Box 14184
Orange, CA 92613-1584

Kevin Hunt
Municipal Water District of Orange County
18700 Ward Street
P.O. Box 20895
Fountain Valley, CA 92728

Michael R. Markus
Orange County Water District
18700 Ward Street
P.O. Box 8300
Fountain Valley, CA 92728-8300

Hasan Ikhata
Southern California Association of Governments
818 West Seventh Street, 12th Floor
Los Angeles, CA 90017-3435

For CONTRIBUTING PARTNERS:

Joyce Crosthwaite
Orange County Local Agency Formation Commission
12 Civic Center Plaza, Room 235
Santa Ana, CA 92701

For CSU FULLERTON AUXILIARY SERVICES CORPORATION

Shou-Yinn (Pearl) Cheng, Director, Sponsored Programs
CSUF Auxiliary Services Corporation
2600 Nutwood Ave., Suite 275
Fullerton, CA 92831

XVIII. Execution

IN WITNESS THEREOF, the SPONSORS, CONTRIBUTING PARTNERS, and the ASC have executed this Agreement on the date first herein written. This Agreement is to be signed in counter parts.

For the CSU Fullerton Auxiliary Services Corporation:

Frank Mumford, Executive Director

Date

For the County of Orange:

Thomas G. Mauk, County Executive Officer

Date

For the Orange County Council of Governments:

Dave Simpson, Executive Director

Date

For the Orange County Sanitation District:

James D. Ruth, General Manager

Date

For the Orange County Transportation Authority:

Will Kempton, Chief Executive Officer

Date

For the Foothill/Eastern Transportation Corridor Agency:

Thomas Margro, Chief Executive Officer

Date

For the San Joaquin Hills Transportation Corridor Agency:

Thomas Margro, Chief Executive Officer

Date

For the Municipal Water District of Orange County:

Joan Finnegan, President of the Board

Date

Kevin Hunt, General Manager

Date

For the Orange County Water District:

Claudia C. Alvarez, President

Date

Michael R. Markus, General Manager

Date

For the Southern California Association of Governments:

Hasan Ikhata, Executive Director

Date

For the Orange County Local Agency Formation Commission:

John Moorlach, Chair

Date

**Attachment 1: Center for Demographic Research
Proposed Annual Budget: July 1, 2011 through June 30, 2014**

| | <u>2011-12</u> | <u>2012-13</u> | <u>2013-14</u> |
|--|------------------|------------------|------------------|
| Director | \$97,739 | \$98,717 | \$98,717 |
| Benefits | \$36,522 | \$37,618 | \$39,875 |
| Assistant Director | \$78,000 | \$78,780 | \$78,780 |
| Benefits | \$33,110 | \$34,103 | \$36,150 |
| GIS/Analyst | \$60,112 | \$60,713 | \$60,713 |
| Benefits | \$27,270 | \$28,088 | \$29,773 |
| Administrative Assistant | \$44,585 | \$45,031 | \$45,031 |
| Benefits | \$23,451 | \$24,155 | \$25,604 |
| GIS Technician/ Research Associate | \$29,500 | \$30,000 | \$30,500 |
| Benefits | \$4,425 | \$4,500 | \$4,575 |
| Research Assistants | \$9,620 | \$9,620 | \$9,620 |
| Benefits | \$1,443 | \$1,443 | \$1,443 |
| Supplies & Publications | \$7,000 | \$7,000 | \$7,000 |
| Printing | \$3,900 | \$3,900 | \$3,900 |
| Meetings, Mileage, & Training | \$500 | \$500 | \$500 |
| Equipment | \$500 | \$500 | \$500 |
| Expenses | \$457,678 | \$464,668 | \$472,680 |
| 25% Indirect Cost (IDC) / Overhead | \$114,419 | \$116,167 | \$118,170 |
| 40% of office space rent not paid through IDC (office space rent is exempt from overhead) | \$26,257 | \$26,257 | \$26,257 |
| Gross Total | \$598,354 | \$607,092 | \$617,108 |
| University will contribute: 40% of office space rent | \$26,257 | \$26,257 | \$26,257 |
| HSS Dean will contribute \$16,429 to Administrative Asst salary | \$16,429 | \$16,429 | \$16,429 |
| Monetary Subtotal | \$42,686 | \$42,686 | \$42,686 |
| NET CDR BUDGET TOTAL | \$555,668 | \$564,406 | \$574,422 |

| Number of Seats | | | | |
|---|----------|------------------|------------------|------------------|
| COUNTY | 1 | \$77,238 | \$78,487 | \$79,917 |
| OCCOG | 1 | \$77,238 | \$78,487 | \$79,917 |
| OCSD | 1 | \$77,238 | \$78,487 | \$79,917 |
| OCTA | 1 | \$77,238 | \$78,487 | \$79,917 |
| TCA | 1 | \$77,238 | \$78,487 | \$79,917 |
| SCAG | 1 | \$77,238 | \$78,487 | \$79,917 |
| MWDOC | 0.5 | \$38,619 | \$39,243 | \$39,959 |
| OCWD | 0.5 | \$38,619 | \$39,243 | \$39,959 |
| CSUF | 1 | see above | see above | see above |
| CONTRIBUTING PARTNER: LAFCO | | \$15,000 | \$15,000 | \$15,000 |
| TOTAL | 8 | \$555,668 | \$564,406 | \$574,422 |
| Cost per Sponsorship Seat= Net Budget / 7 remaining seats | | \$77,238 | \$78,487 | \$79,917 |

Notes:

Director's salary includes transportation expenses.

IDC/Overhead covers direct and indirect support services of CSUF ASC and 60% of space rent.

University provides in-kind support in addition to monetary contributions listed above.

Attachment 2
Proposed CDR 2011-2014 Services and Products

REPORTS

Orange County Progress Report

Produce an annual Orange County Progress Report. This document presents a unified and a comprehensive picture of Orange County and its 34 cities including its economic health, its demographic status and trends, and other information of interest to those who might wish to relocate to Orange County, do business in the County, or otherwise have an interest in the economic and demographic status and future of Orange County. 2010 Census data will be incorporated into the report as it is released.

Orange County Projections

Update **OCP-2010** to incorporate 2010 Census data and the 2010 State EDD employment benchmark. Preparation and development of **OCP-2014** will begin during this three-year MOU. The OCP dataset contains population, housing, and employment projections by 2010 census tract, jurisdiction, Community Analysis Area, and Regional Statistical Area for a 25-year period.

Orange County Facts and Figures

Update quarterly the Orange County Facts and Figures. This document focuses on the most frequently asked questions about Orange County demographics and related information.

PUBLIC INFORMATION SERVICES

Provide Public Information on Orange County Demographics as Requested

Provide information in response to numerous requests made by government agencies, elected officials, private companies, non-profit organizations, schools, students, and citizens regarding demographic and related information about Orange County.

Maintain CDR Homepage

Update the information currently on the CDR homepage on a regular basis and expand as information becomes available.

Provide Information and Analysis to News Media

Provide information, description, interviews, and analysis of demographics to news media to assist them in doing stories where demographics is the focus.

Update RHNA Allocations

Provide data support to local jurisdictions and SCAG during development of 2012 RHNA. Monitor RHNA development process to ensure Orange County data is incorporated. Develop allocations of 2012 RHNA for annexations and incorporations.

Process 2010 Census Data

Process Bureau of Census data as it pertains to development of the Orange County Projections and at the request of CDR Sponsors.

DATA BASES

Housing Inventory System

The Housing Inventory System (HIS) is a data system that includes all changes to each jurisdiction's housing stock. Data is collected at the address level and converted into a GIS database by geocoding. After geocoding, quality analysis efforts include tying activity to parcels. Depending on the jurisdiction, different documents are used to record added units including certificates of use and occupancy, utility release log, or building final documents. Demolitions and conversions are recorded through other recordation. Changes to the mobile home inventory will be verified with HCD. This project will be expanded to include an annual review and sign off process by each jurisdiction of their geocoded data to ensure accuracy.

Census Data by Partial TAZ

Develop a correspondence table of 2010 Census blocks to the TAZs after release of Census block data and GIS shapefiles. As the various census files become available, transportation modeling variables and other key variables useful for projecting the modeling variables will be aggregated to TAZ.

Calibrate Age Cohort Component, Shift-Share and Headship Rate Models

Based on data from the 2010 Census and EDD data, calibrate the models used to project county-wide population, housing and employment.

Master Polygon File

Create master polygon file using the 2010 Census block file as base for use in development of OCP dataset and annual population and housing unit estimates. Allocate Census block data to TAZ, CAA, RSA, MWDOC, OCSD, and OCWD. Master polygon file will be updated annually to include changes to agency boundaries: jurisdiction, MWDOC, OCSD, and OCWD.

Population and Housing Estimates by TAZ (OCP)

Estimates of population and housing by unit type will be developed using the 2010 Census and American Community Survey data at the split TAZ. From 2010 onwards, housing unit changes will be geocoded and aggregated to the TAZ. Annual estimates of population and housing will be produced by TAZ for maintenance of the OCP base file.

Annual Population and Housing Estimates by Partial Census Tract and Sponsor Agency

Estimates of population and housing units will be developed using the 2010 Census for each of the special district sponsors. From 2011 onwards, annual estimates (January 1) of population and housing will be produced by partial census tract and for each of the special district sponsor agencies: MWDOC, OCSD, and OCWD.

Project Total County Population, Housing, and Employment

Draft assumptions for OCP-2014 will be developed and reviewed by the CDR TAC. These will then be incorporated into the macro level models used to project population, housing, and employment. The resulting projections will be reviewed by the CDR TAC and MOC and then brought to the OCCOG TAC and Board for approval as the controls totals for OCP-2014.

Projected Population, Housing and Employment by TAZ (OCP)

Preparation and development of OCP-2014 will begin during this MOU cycle. Countywide population, housing, and employment for years 2015 through 2040 will be allocated to Traffic Analysis Zones split by jurisdictions. Following the allocation, extensive review and refinement will occur to assure the accuracy of the projections.

Secondary Variables by TAZ (OCTAM)

Preparation of the base year OCTAM data for OCP-2014 will begin in this MOU cycle. These variables will include resident population, group quarters population, employed residents, median income, occupied single family dwelling units, occupied multiple family dwelling units, household size, retail employment, service employment, all other employment, school enrollment, university enrollment, and area. Data for the projection years will be updated in the next MOU cycle.

COMMITTEES

Participate in Sponsor Technical Advisory Committees as Requested

Participate in appropriate Sponsor technical advisory committees including, OCCOG TAC, County's Demographic Steering Committee, OCTA's Modeling TAC, Orange County Sanitation District's Planning Advisory Committee, Water Use Efficiency Project Advisory Committee, and SCAG's Plans & Programs Committee.

Coordinate with SCAG and SCAG Committees

This service revolves around the incorporation of OCP into the SCAG growth forecast. This service includes participation in SCAG workshops to develop assumptions for their population and employment projections; monitoring the discussions relevant to the development of SCAG's growth forecast at SCAG policy and subregional coordinator committees; and coordinating with relevant SCAG staff on this issue.

Coordinate with University Research Centers

CDR staff will coordinate with UCI and Chapman University research centers to ensure consistency between the CDR's forecast and estimates and those produced by these institutes.

NEW PROJECTS

Census Bureau Count Question Resolution (CQR) Program Support

CDR staff will provide maps to Orange County jurisdictions to verify 2010 Census jurisdictional boundaries and total population and housing unit counts by census block. CDR staff will assist Orange County jurisdictions in documenting errors found during the review process by providing maps to be used in their responses to the U.S. Census Bureau Count Question Resolution program.

Special Decennial Census Edition of the Facts & Figures

This multi-page document will include county and city/community data from the 2010 Decennial Census on population and housing. It will also show growth and changes since the 2000 Decennial Census. This document will be electronic and posted online for free download.

2011-2014 LAFCO FUNDED PROJECT: Sphere of Influence Estimates

CDR will update its master polygon file on an annual basis with changes to the sphere of influence (SOI) boundaries. CDR will produce annual estimate of January 1 population and housing for each of the SOI polygons upon completion of the annual Housing Inventory System.

Attachment 3

Proposed Draft Work Program 7/2011 - 6/2014

| | 07/11 | 10/11 | 01/12 | 04/12 | 07/12 | 10/12 | 01/13 | 04/13 | 07/13 | 10/13 | 01/14 | 04/14 | 07/14 |
|--|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| OC Facts and Figures | | ▲ | ▲ | ▲ | ▲ | ▲ | ▲ | ▲ | ▲ | ▲ | ▲ | ▲ | ▲ |
| OC Progress Report | | | | | ▲ | | | | ▲ | | | | ▲ |
| OC Projections 2010 modification | ■ | ▲ | | | | | | | | | | | |
| OC Projections 2014 | | | | | ● | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Census Data by TAZ | ● | ■ | ■ | ■ | ▲ | ■ | ■ | ■ | ▲ | ■ | ▲ | | |
| Pop & Housing by TAZ | ● | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ▲ | ■ | ■ | ■ | ▲ |
| Employment by TAZ | | | | | ● | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Housing Inventory System | ■ | ■ | ■ | ■ | ▲ | ■ | ■ | ■ | ▲ | ■ | ■ | ■ | ▲ |
| Pop & Housing by Partial CT | ■ | ■ | ■ | ■ | ▲ | ■ | ■ | ■ | ▲ | ■ | ■ | ■ | ▲ |
| Calibrate Demog & Econ Models | ● | ■ | ▲ | | | | | | | | | | |
| Public Information | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Maintain CDR Homepage | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Info for Media | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Process Census Info | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| RHNA Allocations | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Census CQR/GIS services | ● | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ▲ | | |
| Census Special Edition Facts & Figures | ▲ | | | | | | | | | | | | |

- Startup
- ▲ Milestone/Completion

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DATE: January 5, 2012

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

FROM: Douglas Williford, Deputy Executive Director, Planning, 213-236-1919, willifor@scag.ca.gov

SUBJECT: Proposed Memorandum of Understanding (MOU) Between the Southern California Association of Governments (SCAG) and Daegu- Gyeongbuk Development Institute (DGI)

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Approve the MOU between SCAG and DGI to promote joint research and exchange technical information, and authorize the SCAG Executive Director or his designee to execute the MOU.

EXECUTIVE SUMMARY:

Established in 1990, DGI is a non-profit, public research institute and think-tank established by Daegu Metropolitan City and Gyeongbuk Province in South Korea. DGI conducts various research projects and activities to find solutions for current local issues and to suggest the future vision of Daegu-Gyeongbuk. DGI desires to develop a cooperative relationship with SCAG to promote joint research and exchange technical information. SCAG staff seeks approval by the EAC and RC of the attached MOU, and authority for the Executive Director or his designee to execute the MOU.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective a: Develop and maintain planning models that support regional planning and Objective c: Maintain a leadership role in the modeling and planning data/GIS communities.

BACKGROUND:

DGI conducts various research projects and activities to find solutions for current local issues and to suggest the future vision of Daegu-Gyeongbuk region in South Korea. Currently, nearly 100 research members study and propose reasonable policies in topics including the economy, industry, culture, tourism, transportation, urban planning, environment and social welfare. DGI promotes productive discussion with various organizations such as local governments, private enterprises, universities, and research institutes.

The exchange of experiences in the field of urban and regional planning and governance can also help both DGI and SCAG find better solutions in various transportation and planning areas. The cooperative relationship might develop into joint research, joint seminars and workshops, and exchange of technical information and publications.

Daegu Metropolitan City and the surrounding Gyeongbuk Province:

Daegu (Korean pronunciation: [tɛɡu]), also known as Taegu, and officially the Daegu Metropolitan City, is a city in South Korea, the fourth largest after Seoul, Busan, and Incheon, and the third largest metropolitan area in the country with over 2.5 million residents. The city is the capital and principal city of the

surrounding Gyeongbuk province, although it is not legally part of the province. The two areas combined are often referred to as Daegu-Gyeongbuk, with a total population of over 5 million. Daegu is located in south-eastern Korea about 80 km from the seacoast, near the Geumho River and its mainstream, Nakdong River in Gyeongsang-do. The Daegu basin, where the city lies, is the central plain of the Yeongnam region, making the city the natural center of the region's politics, economy, and culture.

FISCAL IMPACT:

Funding is not provided to any parties under this MOU.

ATTACHMENT:

MOU between SCAG and DGI

Memorandum of Understanding

between

THE DAEGU-GYEONGBUK DEVELOPMENT INSTITUTE

and

THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS



THE DAEGU-GYEONGBUK DEVELOPMENT INSTITUTE (DGI) and THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) (hereinafter referred to as “the Parties”) agree to the following Memorandum of Understanding (MOU) for the purposes of mutual cooperation and promotion in the fields of collaborative planning and implementation among local governments, and urban planning and policies in metropolitan areas.

Article I

The purpose of this Memorandum of Understanding (MOU) is to foster basic research capabilities in the areas of collaborative planning and policies in regional or metropolitan scale based on mutually cooperative relationships between the Parties.

Article II

The Parties shall mutually cooperate to perform the following activities and meet on a case-by-case basis to discuss additional details and terms if deemed necessary:

1. Co-host open forums and joint symposia, etc.
2. Exchange information and periodical publications
3. Implementing joint research on urban planning and policies for sustainable cities and regions

Article III

Proposals for all cooperative activities may be initiated by either Party, but are subject to approval by both Parties. Those activities including joint projects and conferences to be co-sponsored by both Parties as mutually agreed. The objective, content, form, duration, costs, and other terms and conditions of each cooperative activity shall be the subject of a separate agreement or instrument, as appropriate, to be concluded by the Parties.

Article IV

Scientific information derived from cooperative activities may be made available through customary channels according to the normal procedures of each Party. For publication of results derived from joint research projects, either Party shall obtain prior consent from the other Party.

Article V

This MOU shall be effective from the date of signing and shall be valid for three (3) years. It shall be automatically renewed on that date and will remain valid and effective unless one (1) Party notifies in writing to the other Party, at least six (6) months before the renewal date, of its intention to terminate the agreement.

IN WITNESS WHEREOF, the Parties have caused this agreement, signed by their authorized representatives, to be executed in duplicate copies in English with each of the copies being equally authentic.

**For DAEGU-GYEONGBUK
DEVELOPMENT INSTITUTE**

**For SOUTHERN CALIFORNIA
ASSOCIATION FOR GOVERNMENTS**

**Seong Keun LEE
President**

Date: January 19, 2012

**Hasan IKHRATA
Executive Director**

Date: January 19, 2012

REPORT

DATE: January 5, 2012

TO: Executive Administration Committee (EAC)
Regional Council (RC)

FROM: Sharon Neely, Deputy Executive Director, Strategy, Policy, and Public Affairs,
neely@scag.ca.gov, (213) 236-1992

SUBJECT: Public Buses: Triple Bicycle Racks Legislation

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

The Legislative, Communications and Membership Committee (LCMC) met on December 20, 2011 and recommended approval of the staff recommendation to work with regional transportation partners to propose legislation that would permissively allow SCAG regional transportation commissions and/or transit providers within the respective counties to install triple bicycle racks on public buses.

EXECUTIVE SUMMARY:

SCAG to work with regional transportation partners to introduce legislation increasing public bus dimensions to permissively allow SCAG county transportation commissions and/or transit providers within the respective counties to install triple bicycle racks on their buses to accommodate the needs of Southern California transit riders for additional bicycle storage capacity on public buses.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal (1) Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

BACKGROUND:

This proposal seeks to amend existing law granting authority to the Alameda-Contra Costa Transit District extending total vehicle dimensions to allow for installation of triple bicycle racks. Specifically, the proposal would add a new Vehicle Code section granting permissive authority to the transportation commissions and/or transit providers with the respective counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura, to install a folding device attached to a public bus that is designed and used exclusively for transporting bicycles that does not extend more than 40 inches from the front body of the bus when fully deployed, and for which the handlebars of a bicycle that is transported on the device does not extend more than 46 inches from the front of the bus.

This proposal follows input from county transportation commissions, bicycle advocates, and the public received at the Regional Transportation Plan (RTP) outreach meetings calling for additional bicycle racks on public buses.

It is estimated that bicycling in the six county Southern California region has increased by approximately 50% since 2005. When gas prices peaked, bicycling to transit peaked significantly, resulting in not enough racks on buses for cyclists, forcing many to:

REPORT

- Wait for later buses;
- Chain bicycle to stationary objects (traffic sign, fencing);
- Abandon bicycle.

Increasing bicycle racks from two (2) to three (3) increases capacity by 50% and, the draft RTP proposes significant increase in resources to active transportation (bicycling and walking) will play a significant role in helping the region meet SB 375 requirements.

In addition, the Mineta Transportation Institute has found that bicycling distance is usually approximated as less than two (2) miles. By using a two (2)-mile buffer around the transit station, the great majority of residents in Southern California have access to transit by bicycle (92.3%), with Los Angeles County having the highest percentage of bicyclist access to transit (99.1%). METRO Board has already approved a phased plan for installation of triple bicycle racks on all METRO buses.

At the November 15, 2011 meeting the LCMC recommended that the Regional Council approve and authorize SCAG to work with the county commissions and other stakeholders to introduce legislation that would permissively allow for the Southern California transportation commissions to install a folding device attached to a public bus that is designed and used exclusively for transporting bicycles that does not extend more than 40 inches from the front body of the bus when fully deployed, and for which the handlebars of a bicycle that is transported on the device does not extend more than 46 inches from the front of the bus. This proposal mirrors the authority given to the Alameda-Contra Costa Transit District pursuant to AB 652, Chapter 369, and Statutes of 2009.

ATTACHMENT:

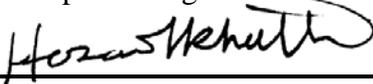
None.

DATE: January 5, 2012

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

FROM: Debbie Dillon, Deputy Executive Director, Administration, 213-236-1870,
dillon@scag.ca.gov

SUBJECT: Extension of iPad® Pilot Program/Paperless Agendas to Full Regional Council

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Staff recommends authorizing the Executive Director, or his designee, to extend the Apple iPad® Pilot program for up to another thirteen (13) volunteers to further evaluate paperless agenda distribution to the full Regional Council.

EXECUTIVE SUMMARY:

Aligned with SCAG's values of being an organization with sustainable business practices, SCAG President, Hon. Pam O'Connor, directed staff to implement a pilot paperless agenda distribution program for eleven (11) Regional Council members starting in September 2011. The first eight (8) users have been testing the iPad® device and pilot software applications (apps) since the October 6, 2011 Regional Council meeting. With few exceptions, pilot users have been successfully using the iPad® in place of a printed agenda. RC agendas optimized for iPad® viewing are distributed electronically at the same time the agendas are posted on the website and public posting locations. At this time, staff would like to extend the pilot program to thirteen (13) additional participants, to further evaluate benefits, usability, and suitability as a standard to replace hard-copy agendas.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 3, Enhance the Agency's Long Term Financial Stability and Fiscal Management (a); Maximize available resources and funds to the fullest extent possible and Goal 4, Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies (d); Integrate advanced information and communication technologies.

BACKGROUND:

SCAG President, Hon. Pam O'Connor, sought volunteers from the Regional Council who were interested in testing the iPad® with paperless agenda distribution in exchange for not receiving printed copies of the agenda. Eleven (11) councilmembers volunteered and were provided an iPad® equipped with the base memory size (16GB) and WiFi or Wifi+3G, plus required software apps, cover, stylus and cleaning kit at SCAG cost. Additionally, the councilmembers were offered the option to pay the difference for additional memory at the councilmember's cost. SCAG did not pay for the data plan associated with the 3G service during the pilot. The pilot iPad® cost with associated software and accessories is \$639.09 without 3G and \$777.63 with 3G. If a councilmember requested a device with more memory than the basic model, they were informed that they may be required to reimburse SCAG the difference at the conclusion of the pilot program. The highest cost paid for a device was \$884.21 for a device that had 32GB and 3G capability.

REPORT

SCAG staff offered an orientation session to each member to ensure they understood basic features of the device and how to access help materials for the software apps. The portable document format (pdf) reader software provides the ability to view multiple documents, navigate directly to agenda items and save highlights and notes. Pilot program members have found that the *iPad*® increases efficiency in reading and accessing content and notes quickly.

Staff estimates that it takes roughly eight (8) months to achieve a return on investment for the purchase of the basic device, software, accessories and staff time supporting the use of the device. This cost estimate was derived by analyzing the monthly cost to prepare, print and mail one agenda packet for one councilmember which is roughly \$1,000.00 over a twelve (12) month period. This return on investment also includes soft costs related to a more sustainable “green” business practice of using, filing and recycling less paper, ink, postage and transportation to deliver the agenda. The monthly cost to post and publish an electronic agenda is \$45.00 for one councilmember. The more councilmembers who participate in the program, the more the overall cost is reduced by spreading this cost across all councilmembers. At the conclusion of the second phase of the pilot program, staff will present to the Regional Council the detailed benefits and impacts of a full RC *iPad*® implementation. The Regional Council will have additional member feedback to determine if the *iPad*® should be adopted as the standard for reviewing agendas.

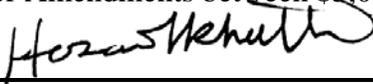
FISCAL IMPACT:

Fiscal impact to implement second phase is between \$8,309 to \$11,495 to purchase the devices, software and accessories, depending on *iPad*® selection. Funds are available in the General Fund to cover these costs.

ATTACHMENT:

None

DATE: January 5, 2012
TO: Executive/Administration Committee (EAC)
Regional Council (RC)
FROM: Wayne Moore, Chief Financial Officer, (213) 236-1804, moore@scag.ca.gov
SUBJECT: Contracts/Purchase Orders and/or Amendments between \$5,000 - \$200,000

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
For Information Only - No Action Required.

STRATEGIC PLAN:
This item supports SCAG'S Strategic Plan Goal 3: Enhance the Agency's Long Term Financial Stability and Fiscal Management.

BACKGROUND:

SCAG executed the following Contracts between \$25,000 and \$200,000

| <u>Consultant/Contract #</u> | <u>Contract's Purpose</u> | <u>Contract Amount</u> |
|---|--|-------------------------------|
| 1. Agree Ya Solutions, Inc. (12-012-C1) | The consultant shall develop and redesign SCAG's main Internet site. | \$189,600 |
| 2. University of California, Santa Barbara (11-012-C1) | The consultant shall develop software to implement SCAG's Household Evolution Model to enhance SCAG's modeling capability. | \$169,849 |
| 3. The Planning Center (11-001-B54-T05) | As part of the Compass Blueprint program, the consultant shall provide consultant services in partnership with the Western Riverside Council of Governments (WRCOG) to assist with developing strategies for addressing the region's significant growth and its impact in six key areas. | \$144,744 |
| 4. PB Americas, Inc. (12-007-C1) | The consultant shall develop software to implement SCAG's Auto Ownership Model to enhance SCAG's modeling capability. | \$114,989 |

REPORT

SCAG executed the following Purchase Orders (PO's) between \$5,000 and \$200,000

| <u>Vendor</u> | <u>PO Purpose</u> | <u>PO Amount</u> |
|-----------------------------------|----------------------------------|------------------|
| L. A. County Business Federation | SCAG sponsorship | \$25,000 |
| Westin Bonaventure Hotel & Suites | Deposit for 2012 GA | \$15,001 |
| Caliper Corporation | TransCAD SW license renewal | \$10,975 |
| Halogen Software, Inc. | HR evaluation SW license renewal | \$8,100 |
| Employment Development Dept. | Unemployment tax | \$7,207 |
| Getty Images, Inc. | Purchase of downloadable images | \$7,000 |
| iStockphoto LP | Purchase of downloadable images | \$5,250 |

SCAG executed the Amendments between \$5,000 and \$200,000

| <u>Consultant/Contract #</u> | <u>Amendment's Purpose</u> | <u>Amendment Amount</u> |
|---|---|-------------------------|
| 1. Calthorpe Associates (11-045-C1) | The consultant shall provide additional analytical assistance to staff to help collect and analyze public dialogue following the release of the Draft Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). | \$49,970 |
| 2. Fehr & Peers (11-061-C1) | The consultant shall provide additional analysis to further analyze travel data that is also critical to successful modeling of land use effects on Vehicles Miles Traveled (VMT) and Greenhouse Gas (GHG) emissions. | \$15,128 |
| 3. The Center for Continuing Study of the California Economy (11-027-C1) | The consultant shall provide additional analysis of SCAG's 2010 Census results, the national and regional growth trends and forecasts, their policy implications for the regional policy on economy, education, housing, and to develop a framework for a demographic workshop. | \$10,000 |
| 4. HDR Engineering, Inc. (11-008-C1) | The consultant shall provide additional survey questions and analysis of SCAG's Origin – Destination (O-D) survey questionnaire for the 2012 Regional Transportation Plan (RTP). | \$7,000 |
| 5. Design Community & Environment (11-001-B54-T03) | The consultant shall provide additional analysis to provide the full range of input on smart growth issues from interested parties in the community. | \$6,099 |

FISCAL IMPACT:

Funding is available in the FY 2011/12 budget.

ATTACHMENTS:

- 1) Consultant Contract
- 2) Amendment Summaries



Recommended Consultant:

AgreeYa Solutions, Inc.

Background & Scope of Work:

SCAG’s main Internet site is undergoing a complete redesign following initial analysis and a blueprint developed by a design firm. Goals for this site are to increase interactive components; provide a more succinct message; provide content relevant to particular audiences; architect a site that facilitates multiple contributors and approval workflows; and develop a SCAG brand across all of SCAG’s varied programs and activities.

The consultant shall be responsible for completing all styling, architecture, and development work associated with building SCAG’s main Internet site for a launch date of April 1, 2012.

Project’s Benefits & Key Deliverables:

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

- Technical development effort of the overall redesign and website implementation;
- Review and implement any needed changes of the existing SharePoint architecture including design, configuration, and implementation of security and authentication solutions utilizing Claims Authentication and Microsoft Forefront Unified Access Gateway (UAG);
- Develop custom web parts and solutions within SharePoint 2010 to meet SCAG’s requirements and provide an interactive and dynamic website experience for SCAG visitors;
- Style all custom site elements including master pages, page layouts and web parts;
- Develop custom workflows in SharePoint using Nintex Workflow designer;
- Provide SharePoint development and architecture assistance to SCAG’s internal development team on other SharePoint related development activities such as custom workflows development; and
- Conduct knowledge transfer to SCAG’s webmaster, Administrator, and development team throughout the project.

Strategic Plan:

This item supports SCAG’s Strategic Plan Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective d: Integrate advanced information and communication technologies.

Contract Amount:

| | |
|--|------------------|
| Total not-to-exceed | \$189,600 |
| AgreeYa Solutions, Inc. (prime consultant) | \$189,600 |

Note: AgreeYa Solutions, Inc. originally proposed \$333,900, but staff negotiated the price down to \$189,600 due to the scope of work proposed being above and beyond what was required.

Contract Period:

November 15, 2011 through April 30, 2012

Work Element: 090.SCG0148.01 \$189,600
Funding source: Consolidated Planning Grant – FHWA

Request for Proposal (RFP): SCAG staff notified 758 firms of the release of RFP 12-012-C1. Staff also posted the RFP on SCAG’s bid management system. A total of fifty (50) firms downloaded the RFP. SCAG received the following three (3) proposals in response to the solicitation:

| | |
|--|------------------|
| AgreeYa Solutions, Inc. (no subconsultants) | \$333,900 |
| Agiline, LLC (no subconsultants) | \$142,200 |
| ClarusTec, Inc. (no subconsultants) | \$77,720 |

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:

Lisa Grundy, Lead Project Manager, RTP Web, SCAG
Leigh Guannu, Lead Programmer Analyst, SCAG
Alex Yu, Lead Programmer Analyst, SCAG

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

- Provided a thorough proposal which most clearly addressed their understanding of the project, the functions involved, the implementation methodology, risk and mitigation plan, and team structure;
- Provided the most detailed project plan to ensure that the compressed timeline for this project could be met;
- Most visibly provided the resumes of the individuals that would be assigned to the project with the relevant experience needed for this project, whereas the other proposers did not guarantee the key individuals that would be assigned to the project;
- Provided a formal methodology for delivery of projects which they developed themselves which offers more reliability than an off-the-shelf approach which the other firms presented; and
- Offered the highest quality of work and experience of staff desired to fulfill the scope of work while there were concerns whether the others could offer the same level of quality for the price proposed.

CONSULTANT CONTRACT 11-012-C1

| | | |
|---|---|------------------|
| Recommended Consultant: | University of California, Santa Barbara | |
| Background & Scope of Work: | <p>The objective of this project is to develop SCAG's Household Evolution Model. The model is intended to enhance current population synthetic modules for SCAG's Activity-based Travel Demand Model by using household evolution concepts that move each household from one year to the next year through life cycle stage transitions.</p> <p>The consultant will work with SCAG's Modeling and Growth Forecast staff to prepare a model development plan. The consultant shall provide a summary of literature reviewed on recent research completed on household evolutions models or related analysis and methodologies. They will develop software to implement SCAG's Household Evolution Model. The consultant shall work with SCAG staff to determine the criteria of model validation through a model validation test and analysis.</p> | |
| Project's Benefits & Key Deliverables: | <p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none">• Developing software and SCAG's Household Evolution Model;• Providing more accurate and reasonable socioeconomic input data to SCAG's Household Evolution Model that will forecast future travel demand with better accuracy; and• Hands-on-training and one (1) presentation to SCAG's Modeling Task Force. | |
| Strategic Plan: | <p>This item supports SCAG's Strategic Plan Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective a: Develop and maintain planning models that support regional planning.</p> | |
| Contract Amount: | Total not-to-exceed | \$169,849 |
| | University of California, Santa Barbara (prime consultant) | \$104,849 |
| | University of Texas at Austin (subconsultant) | \$40,000 |
| | Arizona State University (subconsultant) | \$25,000 |
| Contract Period: | October 26, 2011 through June 30, 2012 | |
| Work Element: | 12-070.SCG000565.01 \$169,849 | |
| | Funding sources: Consolidated Planning Grant – FHWA and FTA | |
| Request for Proposal (RFP): | <p>SCAG staff notified 362 firms of the release of RFP 11-012-C1 and posted the RFP on SCAG's bid management system. A total of thirty (30) firms downloaded the RFP. SCAG received the following three (3) proposals in response to the solicitation:</p> | |
| | University of California, Santa Barbara (2 subconsultants) | \$169,849 |
| | David Simmonds Consultancy (2 subconsultants) | \$201,535 |
| | Urban Analytics (No subconsultants) | \$246,794 |

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

The PRC consisted of the following individuals:

Sungbin Cho, Transportation Modeler, SCAG
Simon Choi, Program Manager, SCAG
Hsi-hwa Hu, Transportation Modeler, SCAG
Guoxiong Huang, Chief Modeler, SCAG
Tony Van Haagen, Research Program Specialist, Caltrans District 7

Basis for Selection: The PRC recommended the University of California, Santa Barbara for the contract award because the consultant:

- Proposed the lowest price;
- Demonstrated the best understanding of the proposed scope of work, specifically, the demographic forecast techniques and data sources needed to develop SCAG's Household Evolution Model;
- Provided the most extensive experience with projects of similar size and scope. Specifically, they developed an Integrated Model of Land Use, Activity-Travel Demand, and Network Dynamics for the Federal Highway Administration, and implemented an Activity-Based Travel Demand Model for the Texas Department of Transportation; and
- Demonstrated the most creative and effective approach to meet SCAG's requirements. For example, they will include the participation of three (3) national experts in the relationship between socioeconomic characteristics and travel demand. This approach provides a forum for brainstorming, suggesting solutions and reviewing methods that enable the consultant to have access to pertinent information and techniques.

CONSULTANT CONTRACT 11-001-B54-T05

Recommended Consultant: The Planning Center

Background & Scope of Work: The consultant shall provide consultant services for the Compass Blueprint Demonstration Project in partnership with the Western Riverside Council of Governments (WRCOG) to develop a framework document for WRCOG that will be utilized to refine the development of a Subregional Sustainability Plan for Western Riverside County.

The consultant will focus on developing strategies for addressing the region’s projected significant growth and the impact of this growth in six (6) key areas including, transportation systems, energy generation and transmission, water/wastewater delivery and capacity, economic development, healthcare and education.

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

- Providing a replicable model to multi-faceted sustainability planning;
- Engaging local elected officials directly in discussions regarding goals and policy objectives for their region;
- Policy discussions facilitated by subject area experts;
- Benchmarking data and performance monitoring strategies; and
- A written framework for sustainability planning.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

| | | |
|-------------------------|---|------------------|
| Contract Amount: | Total not-to-exceed | \$144,744 |
| | The Planning Center (prime consultant) | \$52,938 |
| | Design, Community & Environment (subconsultant) | \$37,093 |
| | Psomias (subconsultant) | \$14,996 |
| | Fehr & Peers (subconsultant) | \$19,717 |
| | Steve Pontell (subconsultant) | \$15,000 |
| | Lindell Marsh (subconsultant) | \$5,000 |

Note: The Planning Center originally proposed \$147,977 but staff negotiated the price down to \$144,744 without reducing the scope of work.

Contract Period: July 19, 2011 through June 30, 2012

Work Element: 12-225.SCG1866.03 \$144,744
Funding sources: ARB (10-077)

Request for Proposal (RFP): SCAG staff notified fifty-eight (58) pre-qualified Compass Blueprint consultants of the release of RFP 11-001-BR17. SCAG received the following four (4) proposals in response to the solicitation:

| | |
|---|------------------|
| The Planning Center (5 subconsultants) | \$147,977 |
| Hogle-Ireland, Inc. (1 subconsultant) | \$88,821 |
| RBF Consulting (2 subconsultants) | \$104,989 |
| AECOM (2 subconsultants) | \$175,167 |

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed the four (4) offerors.

The PRC consisted of the following individuals:

Ruthanne Taylor-Berger, Deputy Director, WRCOG
 Marco Anderson, Associate Regional Planner, SCAG
 John Chiu, Community Planner, Contracts Manager, Caltrans DOT District 8
 Diane Jenkins, Principle Planner, City of Riverside

Basis for Selection: The PRC recommended the Planning Center for the contract award because the consultant team:

- Provided the best overall value to SCAG. Although the proposed price was not the lowest, the price was in the range of what the PRC determined would take to meet the required deliverables. The selected firm proposed the most realistic hours needed to complete the required tasks. The proposers who proposed lower prices did not provide enough time or staff in their proposals to meet the project objectives;
- Demonstrated the broadest range of services and solutions that will meet SCAG's requirements. Specifically, they put together the most qualified team of facilitators, and project managers. They have the best expertise and skill level to achieve all of the tasks in the scope of work, including assembling data, establishing bench mark measurements, and communicating to audiences of local elected officials;
- Demonstrated the best understanding of the proposed scope of work and the key elements involved. Specifically, their scope of work did the best job of scheduling the time and staff needed for consensus building with busy elected officials from WRCOG and they have the most comprehensive understanding of the WRCOG study area; and
- Demonstrated the most extensive experience with projects of similar size and scope. They have the most relevant experience with these types of projects including Wasatch Choices 2040 Vision in Utah, the Riverside County General Plan Update, and the San Bernardino County Vision.

CONSULTANT CONTRACT 12-007-C1

| | | |
|---|---|------------------|
| Recommended Consultant: | PB Americas, Inc. | |
| Background & Scope of Work: | <p>SCAG recently completed an extensive Model Peer Review, where national modeling experts formed a committee to review and provide comments on SCAG's travel and land use models. The Committee's overall finding was that SCAG's Travel Demand Model is an advanced 4-step model that meets, and in many cases exceeds the state of the practice. In addition, the Committee made several recommendations for future enhancements to SCAG's modeling system. One of their recommendations is to better represent zero-vehicle ownership in the mode choice model. There are a growing number of single people and couples living in high accessibility areas (such as mixed use and transit oriented development areas) who choose not to own a vehicle and that decision effects their subsequent travel behavior. The Committee strongly recommended implementing this specific enhancement to SCAG's Model for use in the 2012 Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS) development and analyses.</p> <p>The consultant will implement improvements to the Auto Ownership Model on an expedited schedule so that the enhanced model can be utilized for the 2012 RTP modeling analysis. They will analyze travel survey results to establish trip characteristics, analyze computer programming to update the model code and adjust model parameters, and conduct sensitivity testing to ensure that the model is producing sensible results.</p> | |
| Project's Benefits & Key Deliverables: | <p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none">• Fulfilling the Peer Review Panel's recommendation to provide modeling capability to better forecast trip-making of zero vehicle households; and• Enhancing SCAG's modeling capabilities for evaluating the 2012 RTP/SCS. | |
| Strategic Plan: | <p>This item supports SCAG's Strategic Plan Goal 4: Develop, Maintain, and Promote Utilization of State of the Art Model, information Systems, and Communication Technology; Objective a: Develop and maintain planning models that support regional planning.</p> | |
| Contract Amount: | Total not-to-exceed | \$114,989 |
| | PB Americas, Inc. (prime consultant) | \$67,572 |
| | Caliper Corporation (subconsultant) | \$20,000 |
| | LSA Associates, Inc. (subconsultant) | \$14,997 |
| | Mark Bradley (subconsultant) | \$12,420 |
| Contract Period: | July 11, 2011 through December 30, 2011 | |
| Work Element: | 12-070.SCG00130.10 | \$114,989 |
| | Funding sources: Consolidated Planning Grant – FHWA | |
| Request for Proposal (RFP): | N/A | |

Basis for Selection: The Staff recommended PB Americas, Inc. for the sole source contract award because the consultant has extensive knowledge of SCAG's modeling system and the ability to complete the required model upgrades within the schedule constraints of the 2012 RTP/SCS.

- PB Americas, Inc. (PB) essentially has a unique knowledge of SCAG's modeling system having recently completed a major enhancement to the Regional Model, including the addition of a new Destination Choice Model and major upgrades to the Mode Choice Model. This was a two-year effort performed by PB under SCAG Contract 09-022-C1 (PB was the successful consultant resulting from a competitive procurement process for contract 09-022-C1). The work included substantial data gathering, data summary, and analysis of census and travel survey data. As part of this effort, PB developed enhanced model components including customized software coding to incorporate the model improvements into the Model's software code. As a result of their previous experience, PB essentially obtained a unique knowledge of SCAG's software coding. SCAG would pay premium for another consultant to obtain this knowledge.
- Given SCAG's 2012 RTP/SCS schedule, the requested model enhancements must be quickly implemented and the Model ready for scenario analysis within two months. Other firms are realistically not capable of meeting the aggressive schedule given the need for extensive upfront model/data development work and high learning curve requirements.

Consultant: Calthorpe Associates

Background & Scope of Work: In May 2011, SCAG awarded Contract 11-045-C1 to Calthorpe Associates to assist in collecting and combining information produced by SCAG staff and consultant led efforts for the purpose of presenting and framing policy discussions on the development of Sustainable Communities Strategy (SCS) scenarios and Program Environmental Impact Report (PEIR) alternatives for the 2012 Regional Transportation Plan (RTP).

The purpose of this amendment is to add refinements and on-going analysis of policy options using the consultant’s Rapid Fire model following the release of the Draft 2012 RTP/SCS. The analysis would be provided on an as needed based on policy issues that emerge through public dialogue and Regional Council deliberations. This amendment will also extend the contract end date from October 31, 2011 to April 30, 2012.

The Consultant shall provide assistance to staff, as needed, on public dialogue following the release of the Draft RTP/SCS. Consultant shall also develop presentation materials and assist on overall message and framing of policy tradeoffs during the public review period of the Draft RTP/SCS.

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

- Refinements to the project which will allow variations on previously developed land use patterns;
- Translation into the Rapid Fire framework of new or refined scenarios developed using the Local Sustainability Planning Tool (software);
- Variations on applications of congestion pricing; and
- Application and research of varying vehicle technology, fuel technology, and power generation assumptions.

The key deliverables include, but are not limited to:

- Rapid Fire model analysis and reporting;
- Presentation materials; and
- Direct consultant presentations to policy makers/public.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

| | | |
|------------------|--|------------------|
| Amendment | Amendment 2 | \$49,970 |
| Amount: | Amendment 1 (administrative - no change to contract’s value) | \$0 |
| | Original contract value | <u>\$196,996</u> |
| | Total contract value is not-to-exceed | \$246,966 |

This amendment does not exceed \$75,000 or 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual Section 1.4.5, version 10, it does not require the Regional Council's approval.

Contract Period: May 16, 2011 through April 30, 2012

Work Element:

| | |
|--------------------|----------|
| 11-220.SCG01865.01 | \$87,128 |
| 12-220.SCG01865.01 | \$94,060 |
| 12-266.SCG00715.01 | \$65,778 |

Funding sources: Consolidated Planning Grant – TDA, and Strategic Growth Council Planning Grant

Basis for the Amendment: Calthorpe Associates is currently conducting the technical analysis under the current contract and has gained tremendous experience and familiarity with the required tasks. This amendment supports the overall RTP goals for implementation of the 2012 SCS. This amendment will substantially enhance the overall quality of the draft 2012 RTP/SCS and produce significant data and analysis in support of a region-wide strategy to reduce Greenhouse Gas emissions and per-capita vehicle miles traveled (VMT), as required by Senate Bill 375.

CONTRACT 11-061-C1 AMENDMENT 1

Consultant: Fehr & Peers

Background & Scope of Work: In July 2011, SCAG awarded Contract 11-061-C1 to Fehr & Peers to enhance SCAG’s transportation modeling efforts by using the most up-to-date information. This study provides technical support for Regional Transportation Plan/Sustainable Communities Strategies (RTP/SCS) analysis and modifications to SCAG’s Sustainability Tool (software).

The purpose of this amendment is to further analyze scenario impact based on travel attraction that is also critical to successful modeling of land use effects on Vehicles Miles Traveled (VMT) and Greenhouse Gas (GHG) emissions. The additional work on trip attraction analysis will enhance the existing analysis on trip production. In this task, the consultant will analyze how local land use characteristics, such as mixed use and density, are interacted with the number of trips attracted to the local area. The result of this analysis is critical for planners to evaluate transportation and GHG impact from local land use policy.

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

- An enhanced transportation model for SCAG’s Sustainability Tool. The enhanced model is for off-model analysis for the 2012 RTP/SCS development and evaluation process; and
- A better measurement of the effect of intra-zonal travel, local land use development and land use policy on the reduction of GHG. SCAG’s Sustainability Tool is an integral part of the land use forecast portion of the 2012 RTP/SCS development and evaluation process.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

| | | |
|------------------|--|-----------------|
| Amendment | Amendment 1 | \$15,128 |
| Amount: | Original contract value | <u>\$67,000</u> |
| | Total contract value is not-to-exceed | \$82,128 |

This amendment does not exceed \$75,000 or 30% of the contract’s original value. Therefore, in accordance with the SCAG Procurement Manual Section 1.4.5, version 10, it does not require the Regional Council’s approval.

Contract Period: July 27, 2011 through February 28, 2012

Work Element: 12-220.SCG01386.01 \$67,000
12-220.SCG01386.01 \$15,128
Funding sources: Consolidated Planning Grant – State Other

Basis for the Amendment: Fehr & Peers is currently conducting the technical study under the contract and has gained tremendous experience and familiarity with the required tasks.

This amendment supports the overall goal for the RTP and furthers the development of the SCS as part of SCAG’s long-range transportation plan. This amendment will

substantially enhance the analytical quality of the Sustainability Tool and produce significant data and analysis in support of the RTP, Senate Bill 375, and local land use plan. Without the additional trip attraction component, SCAG will not have the components needed to accomplish SCAG's transportation modeling study and the study will not have as much value as it otherwise could have.

CONTRACT 11-027-C1 AMENDMENT 1

Consultant: Center for Continuing Study of the California Economy (CCSCE)

Background & Scope of Work: In April 2011, SCAG awarded Contract 11-027-C1 to Center for Continuing Study of the California Economy (CCSCE) to develop the regional growth forecasts to properly reflect the most likely future demographic and economic trends.

The purpose of this amendment is to add an additional analysis of the 2010 Census results, the national and regional growth trends and forecasts, their policy implications for the regional policy on economy, education, and housing, and to develop a framework for the demographic workshop. The additional analysis is needed because of the importance of the volatile nature of the current and future economy and the proper framework for the demographic workshop. Once the additional analysis is completed, it will support SCAG in making informed policy decisions on how the region should grow and how the future demographic workshop should be framed.

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

- Enhance the forecasting accuracy by reflecting the recent trends in population and employment and updated assumptions;
- Extend the knowledge base of the policy impacts associated with demographic and economic changes;
- Assessment Report of the 2010 census results and the economic recession, and their implications on the national and regional growth forecast; and
- Develop a new framework for the future demographic workshop.

Strategic Plan: This item supports SCAG's Strategic Plan Goal 4: Develop, Maintain, and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective a: Develop and Maintain Planning Models That Support Regional Planning.

| | | |
|------------------|--|-----------------|
| Amendment | Amendment 1 | \$10,000 |
| Amount: | Original contract value | <u>\$43,073</u> |
| | Total contract value is not-to-exceed | \$53,073 |

This amendment does not exceed \$75,000 or 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual Section 1.4.5, version 10, it does not require the Regional Council's approval.

Contract Period: April 14, 2011 through June 30, 2012

Work Element: 11-055.SCG00133.02 - \$43,073 (Funding sources: FTA and TDA)
12-055.SCG00133.02 - \$10,000 (Funding sources: FTA and TDA)

Basis for Selection: CCSCE is currently conducting the technical study under the contract and has gained tremendous experience and familiarity with the required tasks.

This amendment supports the RTP requirements for the development of economic and demographic forecasts. This amendment will substantially enhance SCAG's forecasting accuracy by timely reflecting the recent trends and updated assumptions. Without the additional technical support, the forecast update will be incomplete and of little value to SCAG.

CONTRACT 11-008-C1 AMENDMENT 1

Consultant: HDR Engineering, Inc.

Background & Scope of Work: In December 2010, SCAG awarded Contract 11-008-C1 to HDR Engineering, Inc. to assess the mobility of commerce at the California-Baja California border and develop freight planning strategies that will address long term trade and transportation infrastructure needs in the border region.

The purpose of this amendment is to add additional survey questions and analysis to the Origin –Destination (O-D) survey questionnaire in order to determine commercial user’s willingness to pay for reductions in wait times at the ports of entry in Imperial County. The original scope focuses on collecting commercial vehicle O-D, travel time and delay information. It is most cost effective to add the pricing questions to the original O-D survey questionnaire since the consultant was already prepared to conduct the survey. This additional scope to determine what commercial users are willing to pay to reduce their waiting time at the border is important since various pricing strategies will be evaluated and included in the 2012 Regional Transportation Plan (RTP).

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

- A report on bi-national trade and emerging business decisions;
- Logistics strategies;
- Travel delay analysis; and
- Recommended transportation policies to incorporate into SCAG’s 2012 Regional Transportation Plan.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

| | | |
|--------------------------|--|------------------|
| Amendment Amount: | Amendment 1 | \$7,000 |
| | Original contract value | <u>\$184,378</u> |
| | Total contract value is not-to-exceed | \$191,378 |

This amendment does not exceed \$75,000 or 30% of the contract’s original value. Therefore, in accordance with the SCAG Procurement Manual Section 1.4.5, version 10, it does not require the Regional Council’s approval.

Contract Period: December 21, 2010 through January 31, 2012

Work Element: 11-130.SCG01237.01 - \$108,750 (Funding sources: FTA & TDA)
12-130.SCG01237.01 - \$82,628 (Funding source: TDA)

Basis for Selection: HDR is currently conducting the goods movement border crossing study and analysis under the contract and has gained tremendous experience and familiarity with the required tasks. The added pricing questions to the proposed survey and related data analysis will be geared towards capturing individual responses from companies or truck drivers engaged in different economic sectors directly related to goods movement across the border in Imperial County. The findings will help

SCAG determine the willingness to pay of individual users across different industries or sectors to reduce wait times at the border. The analysis will also provide a range of possible prices based on the different characteristics mentioned by the interviewees, and will eventually provide important input to the ongoing 2012 RTP development.

CONTRACT 11-001-B54-T03 AMENDMENT 1

| | | |
|---|---|------------------|
| Consultant: | Design, Community & Environment | |
| Background & Scope of Work: | <p>In June 2011, SCAG awarded Contract 11-001-B54-T03 (BR16) to Design Community & Environment (DC&E) to begin the implementation of the Fullerton Smart Growth 2030 Project. The consultant is assisting Fullerton in implementing its land use and transportation plans, focusing on innovative funding and financing methods for public improvements and strategies that can be used by other jurisdictions.</p> <p>The purpose of this amendment is to add additional hours and budget needed to gather the full range of input on smart growth issues from interested parties in the community. The amended project scope will allow for additional stakeholder interviews over multiple days.</p> | |
| Project's Benefits & Key Deliverables: | <p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none">• Developing innovative strategies local governments can use to get public realm improvements and critical components of local plans that include private investment (paid for and built);• A report on funding and financing options, a funding and financing strategy specific to the Fullerton Transportation Center; and• A smart growth funding website, training and training materials related to the website, up to three grant applications for the City, and educational workshops and related materials. | |
| Strategic Plan: | <p>This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.</p> | |
| Amendment Amount: | Amendment 1 | \$6,099 |
| | Original contract value | <u>\$126,397</u> |
| | Total contract value is not-to-exceed | \$132,496 |
| | <p>This amendment does not exceed \$75,000 or 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual Section 1.4.5, version 10, it does not require the Regional Council's approval.</p> | |
| Contract Period: | June 14, 2011 through June 30, 2012 | |
| Work Element: | 11-065.2930869.04 | \$7,442 |
| | 12-065.2930869.04 | \$118,955 |
| | 12-065.2930869.04 | \$6,099 |
| | Funding sources: Consolidated Planning Grant – State Other | |
| Basis for the Amendment: | <p>DC&E is working concurrently on Tasks 1 (Community Immersion) and 2 (Funding and Financing Research) and the project is proceeding on schedule and within the budget.</p> | |

This amendment supports additional work on the Community Immersion task, which is essential to gathering the full range of input on smart growth issues from interested parties in the community. The amended project scope will allow for additional stakeholder interviews over multiple days instead of a more limited number of interviews on one day. This work is critical to the project for it further provides services to assist Fullerton in implementing its land use and transportation plans, focusing on innovative funding and financing methods for public improvements and strategies that can be used by other jurisdictions.

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DATE: January 5, 2012

TO: Executive, Administration Committee (EAC)
Regional Council (RC)

FROM: Hasan Ikhata, Executive Director

SUBJECT: SCAG Recognition of the San Fernando Valley Council of Governments (COG) Subregion

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Recognize the San Fernando Valley COG as a new SCAG Subregion.

EXECUTIVE SUMMARY:

The San Fernando Valley COG, which consists of the Cities of Burbank, Glendale, San Fernando, Santa Clarita, and the portion of the City of Los Angeles and the County of Los Angeles situated in the geographic San Fernando Valley in Los Angeles County, request that SCAG formally recognize the San Fernando Valley COG as a new SCAG subregion.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 1; Objective b: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies. Develop external communications and media strategy to promote partnerships, build consensus and foster inclusiveness in the decision making process.

BACKGROUND:

In July 2006, the SCAG Regional Council took action at the impetus of San Fernando Valley and City of Los Angeles stakeholder input to facilitate the formation of a subregion in the San Fernando Valley. Since then, the Cities of Burbank, Glendale, Los Angeles, San Fernando, and Santa Clarita along with the County of Los Angeles have entered into a Joint Powers Agreement executed in May 2010 forming the San Fernando Valley Council of Governments (SFVCOG).

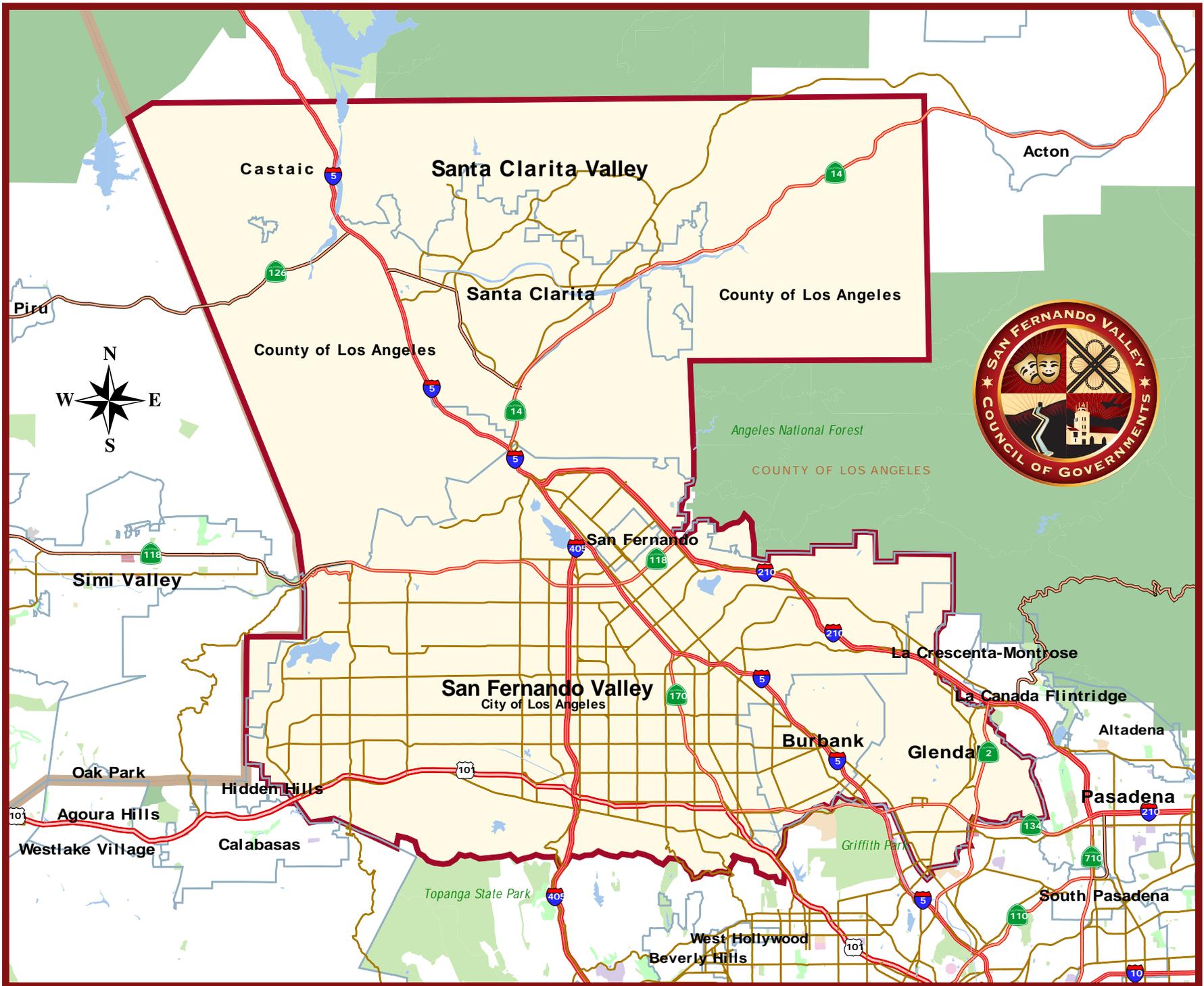
Pursuant to this stakeholder formation, the San Fernando Valley COG Board of Directors approved a motion at its October 2011 meeting to request formal recognition as a subregion in the SCAG region. Currently, the San Fernando Valley subregion consists of the Cities of Burbank, Glendale, San Fernando, Santa Clarita, and the portion of the City of Los Angeles and the County of Los Angeles situated in the geographic San Fernando Valley.

FISCAL IMPACT:

No fiscal impact

ATTACHMENT:

Map of San Fernando Valley Subregion



DATE: January 5, 2012

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

FROM: Wayne Moore, Chief Financial Officer, (213) 236-1804, moore@scag.ca.gov

SUBJECT: Amendments \$75,000 or Greater: Contract 10-026-C1, Alternative Analysis of the Pacific Electric Right-of-Way(PE ROW)/West Santa Ana Branch Corridor

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Approve Amendment No. 7 to Contract 10-026-C1 with AECOM, in an amount not-to-exceed \$50,000:

EXECUTIVE SUMMARY:
Amendment No. 7 to contract 10-026-C1 will allow AECOM to extend review of the Alternatives Analysis study's final screening analysis being evaluated on the Pacific Electric Right-of-Way (PE ROW)/West Santa Ana Branch Corridor. This amendment and a prior amendment (No. 4) in aggregate exceeds \$75,000. Therefore, in accordance with the SCAG Procurement Manual Section 1.4.5, dated 12/09/09, version 10, it requires the Regional Council's approval.

STRATEGIC PLAN:
This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making By Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

BACKGROUND:
Staff recommends amending the following contracts:

| <u>Consultant/Contract #</u> | <u>Amendment's Purpose</u> | <u>Amount</u> |
|------------------------------|---|---------------|
| 1. AECOM (10-026-C1) | Amendment No. 7 adds funding to enable AECOM to extend it review of the Alternatives Analysis study's final screening analysis and draft study findings, and provide an added round of key stakeholder agency review and input. | \$50,000 |

FISCAL IMPACT:
Funding is available for each contract in the FY 2011/12 budget.

ATTACHMENT:
Consultant Contract 10-026-C1

CONTRACT NO. 10-026-C1 AMENDMENT 7

Consultant: AECOM

Background & Scope-of-Work: In February 2010, SCAG awarded Contract No. 10-026-C1 to AECOM to conduct an Alternatives Analysis (AA), consistent with Federal Transit Administration (FTA) guidelines, to identify a locally preferred strategy for transit service utilizing the Pacific Electric Right-of-Way (PE ROW)/West Santa Ana Branch Corridor. AECOM is evaluating different transit options in the corridor, including bus rapid transit, street car, light rail transit, and low speed maglev service. In addition to working with the study’s advisory committees, SCAG has been coordinating the AA study with several key stakeholder agencies, including the two agencies that own the PE ROW—the Los Angeles County Metropolitan Transportation Authority (Metro) and the Orange County Transportation Authority (OCTA)—and the Orangeline Development Authority (OLDA).

The purpose of this amendment is to provide for an extended review of the AA study’s final screening analysis and draft study findings, reflecting an added round of key stakeholder agency review and input. Given the complexity of the corridor, with multiple technology options and multiple alignment options, the extended review and refinement of the draft study findings before developing the final study report will help to facilitate consensus on study recommendations. The work provided in this amendment includes added agency coordination meetings, briefings and advisory committee meetings, as well as added technical work necessary to refine estimates of potential project benefits and costs, ridership estimates, financial analysis and revisions to the draft AA report.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a) Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

Project’s Benefits & Key Deliverables: The goal of this study is to identify a locally preferred strategy for transportation improvements along the PE ROW connecting Los Angeles and Orange Counties. The study will help define the scope of the project for the Regional Transportation Plan (RTP). Key deliverables include but are not limited to: A comparative assessment of different transportation options for the corridor, including mobility benefits, environmental assessment, public input, and cost analysis; as well as a locally preferred strategy technical report.

| | | |
|------------------|--|--------------------|
| Amendment | Amendment 7 | \$50,000 |
| Amount: | Amendment 6 | (\$3,000) |
| | Amendment 5 (administrative - no change to contract’s value) | \$0 |
| | Amendment 4 | \$97,500 |
| | Amendment 3 (administrative - no change to contract’s value) | \$0 |
| | Amendment 2 (administrative - no change to contract’s value) | \$0 |
| | Amendment 1 (administrative - no change to contract’s value) | \$0 |
| | Original contract value | <u>\$1,779,659</u> |
| | Total contract value is not-to-exceed | \$1,924,159 |

This amendment and a prior amendment (No. 4) in aggregate exceeds \$75,000 and therefore in accordance with the SCAG Procurement Manual Section 1.4.5, dated 12/09/09, version 10, it requires approval.

Contract Period: February 2, 2010 through April 30, 2012

Work Element: 10-140.SCG01003 - \$1,779,659 (Funding sources: FHWA and TDA)
11-140.SCG01003 - \$97,500 (Funding sources: FHWA and TDA)
12-140.SCG01003 - \$50,000 (Funding sources: FHWA and TDA)

Basis for Selection: AECOM has been performing the technical analysis under the contract and has gained tremendous experience and familiarity with the required tasks and with the corridor stakeholders.

This amendment responds to key stakeholder agency requests that SCAG provide extended time for review of draft study findings and response to agency comments. This amendment will provide for extended stakeholder review and coordination and additional refinement of the study findings. AECOM will build upon the relationships it has established and the technical work it has completed to date to further refine the final screening analysis based upon key stakeholder review, and to facilitate consensus on a locally preferred strategy.

The corridor under study is identified as a project in the adopted 2008 RTP and the Draft 2012-2035 RTP, and this amendment supports the overall RTP goals for implementation of transportation improvements for mobility and air quality.

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DATE: January 5, 2012

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

FROM: Wayne Moore, Chief Financial Officer, (213) 236-1804, moore@scag.ca.gov

SUBJECT: CFO Monthly Report

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

For Information Only-No Action Required.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 3: Enhance the Agency's Long Term Financial Stability and Fiscal Management.

ACCOUNTING

Work continued towards the publishing of the final FY 2010/11 Comprehensive Annual Financial Report which will be distributed to the Regional Council members by December 31, 2011. The recommendations made by SCAG's outside independent auditors, Vasquez and Co., LLC, have been implemented. Vasquez is in the process of completing its audit of the Information Technology department and will report the results to the Audit Committee.

RISK MANAGEMENT

Work continued on the action items identified in the Risk Management Evaluation conducted by the California Joint Powers Authority (CalJPIA). SCAG has been utilizing materials from the CalJPIA to clear the action items. A progress report will be provided at the next Audit Committee meeting in January, 2012. All action items are scheduled to be completed by June 2012.

BUDGET & GRANTS (B&G)

On December 2, 2011, Amendment 2 to the FY 2011/12 Overall Work Program was approved by Caltrans; the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). Amendment 2 will add approximately \$8,975,212 to the budget. The increase incorporates the recently awarded Caltrans Transportation Planning grants, as well as Consolidated Planning Grant funds to continue implementation of the Compass Demonstration Projects. Finally, the amendment adjusts budgets for projects carried over from FY2010/11 and modifies existing project budgets to ensure completion of work required to support the Regional Transportation Plan (RTP) development.

Caltrans has completed its review of the FY 2011/12 First Quarter Progress Report and found the document to be without issues or concerns; therefore, SCAG was informed that a First Quarterly Report meeting will not be necessary.

The development of the FY 2012/13 budget is underway. B&G staff held budget training workshops with the planning staff. The deadline for agency budget input is December 9, 2011.

REPORT

Staff continues to monitor departmental expenditures and progress, and research grant opportunities. In addition, staff is preparing MOUs for the FY 2012 Section 5304 Transportation Planning Grant Program. In late July, Caltrans notified SCAG that a total of seven (7) projects totaling \$1,243,465 were awarded to the SCAG region for Section 5304. The seven (7) projects were included in Amendment 2 of the FY 2011/12 Overall Work Program (OWP).

CONTRACTS

During the month of November 2011, the Contracts Department issued eight (8) Requests for Proposal (RFP); awarded three (3) contracts; issued eight (8) contract amendments, and issued 39 Purchase Orders to support ongoing business and enterprise operations. Staff also administered 83 consultant contracts, as well as five (5) Continuing Cooperative Agreements. Staff continues to implement the FY 2011/12 workload (approximately 30 new contracts).

Contracts staff, continued to negotiate better pricing and reduced costs for services. During the month of November 2011, \$2,496 in budget savings was realized, thus bringing the current FY 2011/212 cumulative budget savings total to approximately \$222,169.

ATTACHMENT:

November/December 2011 CFO Monthly Status Report



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

Office of the Chief Financial Officer

Monthly Status Report

NOVEMBER 2011



**SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS**

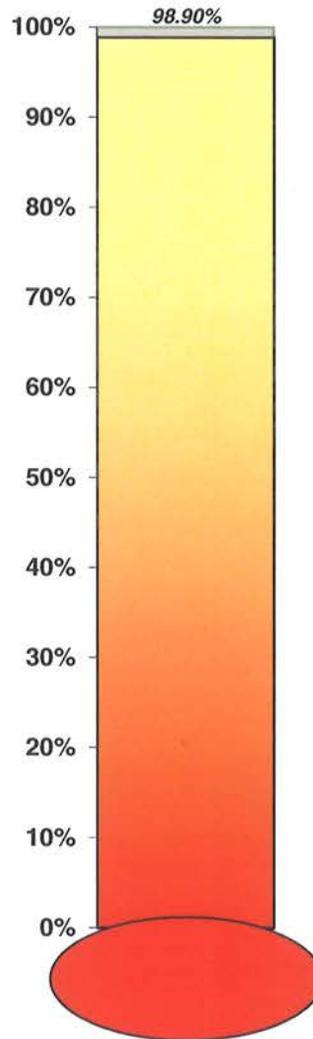
OVERVIEW

As of December 5, 2011, there are 189 paid members and 2 memberships pending. There are 5 cities in the SCAG region who are still being recruited for membership

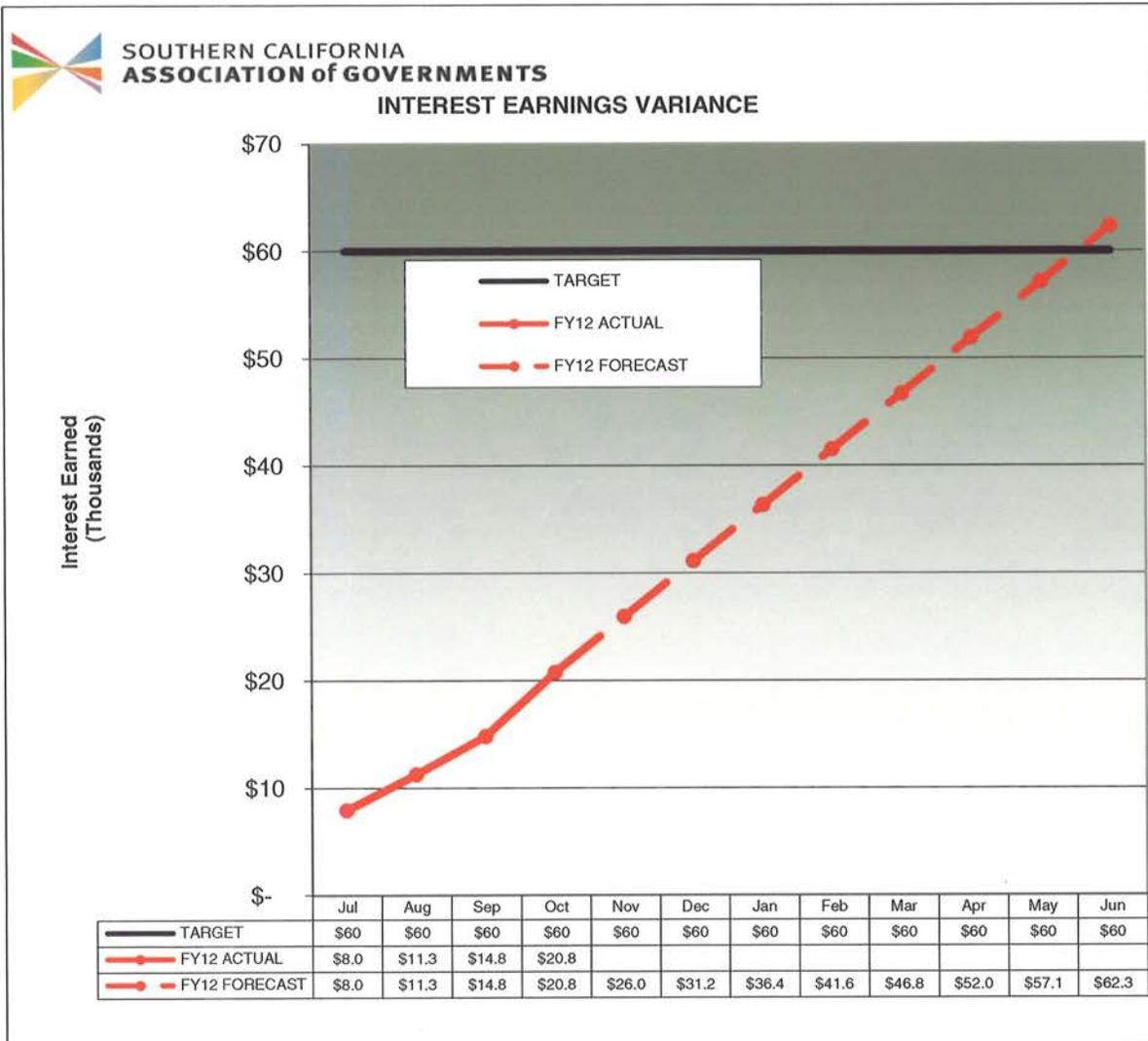
SUMMARY

| | |
|----------------------|------------------------|
| FY12 Membership Dues | <u>\$ 1,777,526.65</u> |
| Total Collected | <u>\$ 1,757,941.90</u> |
| Percentage Collected | <u>98.90%</u> |

**FY12 Membership
Dues Collected**



Office of the CFO
Interest Earnings Variance



OVERVIEW

Actual interest income is plotted against the target amount. The amount earned through October was \$20,780. The LA County Pool earned 1.1% in October.

SUMMARY

The amount projected for FY12 is \$62,340 which is more than the target of \$60,000.

Office of the CFO
Fiscal Year-To-Date Expenditure Report Through November 30, 2011



COMPREHENSIVE BUDGET

| | | Adopted Budget | Amended Budget | Expenditures | Commitments | Budget Balance | % Budget Spent |
|----|---------------------------------------|-------------------|-------------------|-------------------|------------------|-------------------|----------------|
| 1 | Staff & Fringe Benefits | 469,069 | 469,069 | 293,008 | | 176,061 | 62.5% |
| 2 | 51000 Indirect Costs | 435,969 | 435,969 | 272,322 | | 163,647 | 62.5% |
| 3 | 54300 SCAG Consultants | 336,000 | 336,000 | 34,196 | 210,847 | 90,957 | 10.2% |
| 4 | 54340 Legal costs | 75,000 | 75,000 | | | 75,000 | 0.0% |
| 5 | 54350 Professional Services | 25,000 | 13,465 | 2,500 | | 10,965 | 18.6% |
| 6 | 54400 Subregional Delegation | 300,000 | 300,000 | | | 300,000 | 0.0% |
| 7 | 55441 Payroll, bank fees | 4,332 | 4,332 | | | 4,332 | 0.0% |
| 8 | 55600 SCAG Memberships | 59,000 | 71,455 | 71,455 | | (0) | 100.0% |
| 9 | 55730 Capital Outlay | 1,049,833 | 1,049,833 | 17,691 | 1,610 | 1,030,532 | 1.7% |
| 10 | 55835 SCAG Conference | | 350 | 350 | | - | 100.0% |
| 11 | 55910 RC/Committee Meetings | 8,237 | 8,237 | 6,000 | | 2,237 | 72.8% |
| 12 | 55914 RC General Assembly | 205,000 | 205,000 | | | 205,000 | 0.0% |
| 13 | 55920 Other Meeting Expense | 51,400 | 35,198 | 32,204 | | 2,994 | 91.5% |
| 14 | 55930 Miscellaneous other | 22,000 | 36,932 | 36,932 | | (0) | 100.0% |
| 15 | 55940 Stipend - RC Meetings | 190,000 | 190,000 | 85,800 | | 104,200 | 45.2% |
| 16 | 55972 Rapid Pay Fees | 900 | 900 | 450 | | 450 | 50.0% |
| 17 | 58100 Travel - outside SCAG region | 15,500 | 15,500 | 9,859 | | 5,641 | 63.6% |
| 18 | 58101 Travel - local | 21,600 | 21,600 | 6,085 | | 15,515 | 28.2% |
| 19 | 58110 Mileage - local | 18,000 | 18,000 | 9,283 | | 8,717 | 51.6% |
| 20 | 58150 Staff Lodging Expense | 2,400 | 2,400 | 1,346 | | 1,054 | 56.1% |
| 21 | 58800 RC Sponsorships | 43,500 | 43,500 | 30,900 | | 12,600 | 71.0% |
| 22 | Total General Fund | 3,332,740 | 3,332,740 | 910,382 | 212,457 | 2,209,901 | 27.3% |
| 23 | | | | | | | |
| 24 | Staff & Fringe Benefits | 11,008,215 | 11,008,215 | 4,411,576 | | 6,596,639 | 40.1% |
| 25 | 51000 Indirect Costs | 10,277,888 | 10,277,888 | 4,100,118 | | 6,177,770 | 39.9% |
| 26 | 54300 SCAG Consultants | 10,434,836 | 10,434,836 | 1,362,130 | 8,210,834 | 861,872 | 13.1% |
| 27 | 54330 Subregional Consultants | 81,000 | 81,000 | 19,180 | 61,820 | (0) | 23.7% |
| 28 | 54350 Professional Services | 226,000 | 226,000 | 18,564 | 175,987 | 31,449 | 8.2% |
| 29 | 55210 Software Support | 30,000 | 34,566 | 34,566 | | (0) | 100.0% |
| 30 | 55280 Third Party Contribution | 2,755,975 | 2,755,975 | 7,015 | 10,663 | 2,738,297 | 0.3% |
| 31 | 55620 Resource Materials - subscriber | 129,000 | 129,000 | 5,944 | 19 | 123,037 | 4.6% |
| 32 | 55920 Other Meeting Expense | 14,582 | 10,016 | 9,293 | | 723 | 92.8% |
| 33 | 55930 Miscellaneous - other | 71,000 | 71,000 | 12,247 | 4,078 | 54,675 | 17.2% |
| 34 | 55950 Temporary Help | 50,000 | 50,000 | 60,194 | - | | 120.4% |
| 35 | 56100 Printing | 122,830 | 122,830 | 3,802 | | 119,029 | 3.1% |
| 36 | 58100 Travel | 88,810 | 88,810 | 23,444 | | 65,366 | 26.4% |
| 37 | 58110 Mileage | 26,600 | 26,600 | 11,482 | | 15,118 | 43.2% |
| 38 | Total OWP | 35,316,736 | 35,316,736 | 10,079,553 | 8,463,401 | 16,783,975 | 28.5% |
| 39 | | | | | | | |
| 40 | Comprehensive Budget | 38,649,476 | 38,649,476 | 10,989,935 | 8,675,858 | 18,993,876 | 28.4% |

Office of the CFO

Fiscal Year-To-Date Expenditure Report Through November 30, 2011



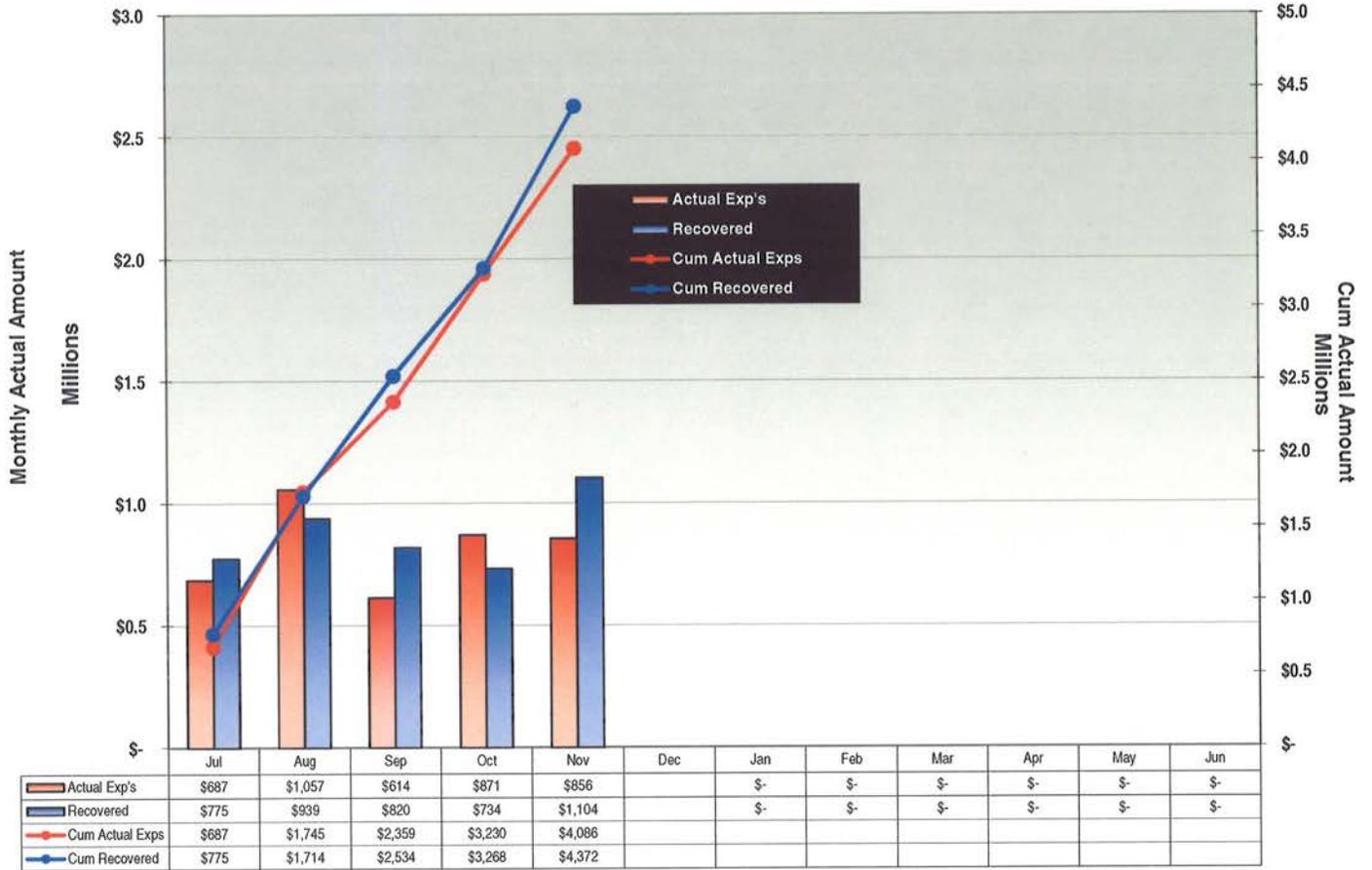
INDIRECT COSTS

| | | Adopted Budget | Amended Budget | Expenditures | Commitments | Budget Balance | % Budget Spent |
|----|--|-------------------|-------------------|------------------|------------------|------------------|----------------|
| 1 | 50010 Regular Staff | 3,476,877 | 3,473,715 | 1,372,464 | | 2,101,251 | 39.5% |
| 2 | 50013 Regular OT | | 720 | 720 | | (0) | 100.0% |
| 3 | 50014 Interns, Temps, Annuit | | 7,010 | 7,010 | | 0 | 100.0% |
| 4 | 51000 Allocated Fringe Benefits | 2,326,067 | 2,326,067 | 909,307 | | 1,416,760 | 39.1% |
| 5 | 54300 SCAG Consultants | 230,416 | 230,416 | | 118,022 | 112,394 | 51.2% |
| 6 | 54340 Legal | 250,000 | 250,000 | 5,199.00 | 45,120 | 199,681 | 18.0% |
| 7 | 54350 Prof Svcs | 647,700 | 633,683 | 162,253.29 | 373,937 | 97,492 | 59.0% |
| 8 | 55210 Software Support | 412,188 | 412,188 | 189,250.58 | 35,883 | 187,055 | 8.7% |
| 9 | 55220 Hardware Supp | 197,530 | 197,530 | 67,849.07 | 14,436 | 115,245 | 7.3% |
| 10 | 55240 Repair & Maint Non-IT | 19,684 | 19,684 | 7,222.31 | 12,462 | (0) | 63.3% |
| 11 | 55400 Office Rent 818 Offices | 1,521,000 | 1,521,000 | 635,120.01 | 885,880 | 0 | 58.2% |
| 12 | 55410 Office Rent Satellite | 155,000 | 155,000 | 71,214.18 | 83,786 | (0) | 54.1% |
| 13 | 55420 Equip Leases | 115,000 | 115,000 | 41,645.81 | 60,653 | 12,702 | 52.7% |
| 14 | 55430 Equip Repairs & Maint | 44,244 | 44,244 | 17,775.96 | 26,468 | (0) | 59.8% |
| 15 | 55440 Insurance | 249,103 | 249,103 | 105,987.90 | | 143,115 | 0.0% |
| 16 | 55441 Payroll / Bank Fees | 9,600 | 9,600 | 4,703.04 | | 4,897 | 0.0% |
| 17 | 55460 Mater & Equip < \$5,000 | 168,500 | 168,500 | 45,017.52 | 12,188 | 111,294 | 7.2% |
| 18 | 55510 Office Supplies | 110,000 | 110,000 | 43,937.38 | 66,062 | 0 | 60.1% |
| 19 | 55520 Graphic Supplies | 38,000 | 38,000 | 6,762.45 | 1,366 | 29,871 | 3.6% |
| 20 | 55530 Telephone | 135,500 | 135,500 | 70,991.97 | 64,508 | (0) | 47.6% |
| 21 | 55540 Postage | 30,000 | 30,000 | 20,000.00 | | 10,000 | 0.0% |
| 22 | 55550 Delivery Services | 11,800 | 11,800 | 1,700.34 | 10,099 | 0 | 85.6% |
| 23 | 55600 Scag Memberships | 18,000 | 18,000 | 16,460.67 | | 1,539 | 0.0% |
| 24 | 55610 Prof Memberships | 2,910 | 4,867 | 4,867.00 | | - | 0.0% |
| 25 | 55620 Res Mats/Subscrip | 57,850 | 57,850 | 15,694.93 | 730 | 41,425 | 1.3% |
| 26 | 55700 Deprec - Furn & Fixt | 28,000 | 28,000 | | | 28,000 | 0.0% |
| 27 | 55710 Deprec - Computer Equipment | 144,495 | 144,495 | | | 144,495 | 0.0% |
| 28 | 55720 Amortiz - Leasehold Improvements | 16,330 | 16,330 | | | 16,330 | 0.0% |
| 29 | 55800 Recruitment Notices | 5,000 | 5,000 | 4,892.02 | | 108 | 0.0% |
| 30 | 55801 Recruitment - other | 5,000 | 5,000 | 1,627.62 | 3,372 | 0 | 67.4% |
| 31 | 55810 Public Notices | 5,000 | 5,000 | | | 5,000 | 0.0% |
| 32 | 55820 Training | 160,000 | 135,000 | 45,852.05 | 55,235 | 33,913 | 40.9% |
| 33 | 55830 Conference/workshops | 17,350 | 17,350 | 2,939.00 | | 14,411 | 0.0% |
| 34 | 55920 Other Mtg Exp | 50,000 | 50,000 | 464.77 | | 49,535 | 0.0% |
| 35 | 55930 Miscellaneous - other | 85,000 | 85,000 | 15,074.38 | 4,241 | 65,684 | 5.0% |
| 36 | 55950 Temp Help | 72,000 | 135,171 | 135,170.70 | | 0 | 0.0% |
| 37 | 56100 Printing | 61,500 | 30,821 | 6,262.24 | 2,846 | 21,712 | 9.2% |
| 38 | 58100 Travel - Outside | 54,150 | 54,150 | 34,097.98 | | 20,052 | 0.0% |
| 39 | 58101 Travel - Local | 8,000 | 8,000 | 4,008.26 | | 3,992 | 0.0% |
| 40 | 58110 Mileage - Local | 9,025 | 10,529 | 10,528.93 | | 0 | 0.0% |
| 41 | 58150 Staff lodging Expense | 17,000 | 15,496 | 234.50 | | 15,262 | 0.0% |
| 42 | 58200 Travel - registration | 2,000 | 2,000 | | | 2,000 | 0.0% |
| 43 | 58450 Fleet Vehicle | 8,200 | 8,200 | 2,054.40 | 6,145 | 0 | 74.9% |
| 44 | Total Indirect Cost | 10,975,019 | 10,975,019 | 4,086,361 | 1,883,442 | 5,005,216 | 37.2% |



**SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS**

FY12 INDIRECT COST & RECOVERY



OVERVIEW

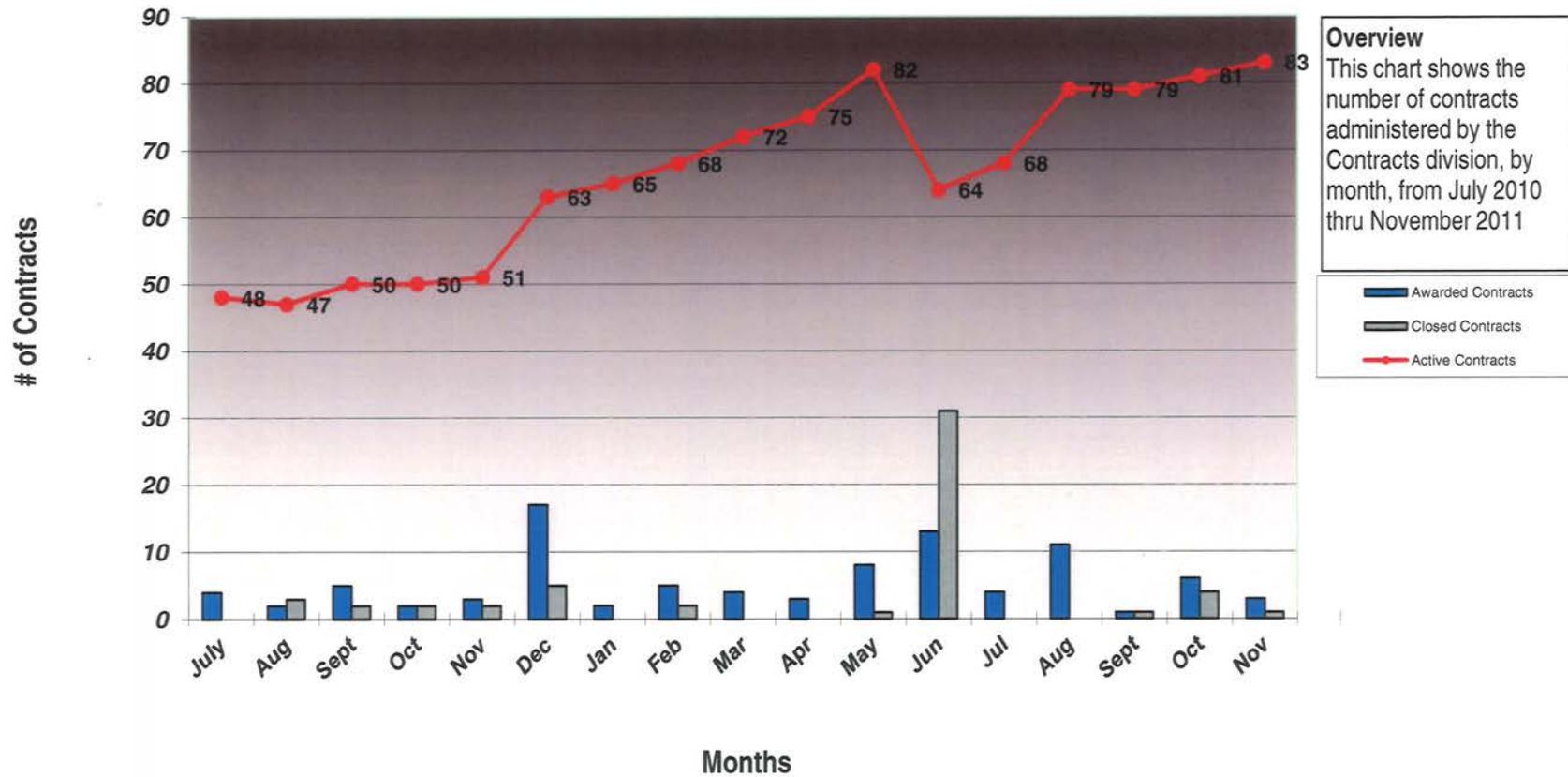
A comparison of Indirect Cost (IC), incurred by SCAG vs. IC recovered from SCAG's grants.

SUMMARY

Through November 2011, SCAG was over-recovered by \$286,079. This was due to lower than expected indirect cost expenditures.

| | 10/31/2011 | 11/30/2011 | Incr (decr) to equity | COMMENTS |
|---|----------------------|----------------------|--------------------------------|------------------------------------|
| Cash at Bank of the West | \$ 375,657 | \$ (62,974) | | |
| LA County Investment Pool | \$ 6,393,777 | \$ 6,316,769 | | |
| Cash & Investments | \$ 6,769,434 | \$ 6,253,795 | \$ (515,639) | AR went up |
| Accounts Receivable | \$ 3,652,208 | \$ 4,516,876 | \$ 864,668 | Oct & Nov CPG billings outstanding |
| Other Current Assets | \$ 137,051 | \$ (116,374) | \$ (253,425) | Nov saw large IC over-recovery |
| Fixed Assets - Net Book Value | \$ 1,272,892 | \$ 1,272,892 | \$ - | No change |
| Total Assets | \$ 11,831,586 | \$ 11,927,189 | \$ 95,603 | |
| Accounts Payable | \$ (302,945) | \$ (250,597) | \$ 52,348 | Minimal change |
| Employee-related Liabilities | \$ (314,699) | \$ (442,837) | \$ (128,138) | Minimal change |
| Deferred Revenue | \$ (43,769) | \$ (42,786) | \$ 983 | Minimal change |
| Total Liabilities and Deferred Revenue | \$ (661,413) | \$ (736,220) | \$ (74,806) | |
| Fund Balance | \$ 11,170,173 | \$ 11,190,969 | \$ 20,797 | |
| WORKING CAPITAL | | | | |
| | 10/31/2011 | 11/30/2011 | Incr (decr) to working capital | |
| Cash | \$ 6,769,434 | \$ 6,253,795 | \$ 515,639 | |
| Accounts Receivable | \$ 3,652,208 | \$ 4,516,876 | \$ (864,668) | |
| Accounts Payable | \$ (302,945) | \$ (250,597) | \$ (52,348) | |
| Employee-related Liabilities | \$ (314,699) | \$ (442,837) | \$ 128,138 | |
| Working Capital | \$ 9,803,998 | \$ 10,077,237 | \$ (273,239) | |

SCAG Contracts (Year to Date)



Overview
 This chart shows the number of contracts administered by the Contracts division, by month, from July 2010 thru November 2011

■ Awarded Contracts
■ Closed Contracts
—●— Active Contracts



Summary

The chart shows that the Contract Division is managing 83 active consultant contracts. Twenty of these contracts are fixed price, 50 are Cost Plus Fixed Fee contracts, and the remaining 13 are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). The Contracts Division anticipates issuing approximately 30 contracts for FY 2011/12. Note, due to the nature of SCAG's work, the majority of SCAG contracts have a one year term and end on June 30th each year.



Office of the CFO
Staffing Report as of December 1, 2011

| GROUPS | Authorized Positions | Filled Positions | Vacant Positions |
|-----------------------------------|----------------------|------------------|------------------|
| Executive | 3 | 3 | 0 |
| Legal | 3 | 2 | 1 |
| Strategy, Policy & Public Affairs | 20 | 18 | 2 |
| Administration | 34 | 34 | 0 |
| Planning & Programs | 50 | 50 | 0 |
| Total | 110 | 107 | 3 |

OTHER POSITIONS

| GROUPS | Limited Term Positions | Temp Positions | Agency Temps |
|-----------------------------------|------------------------|----------------|--------------|
| Executive | 0 | 0 | 0 |
| Legal | 1 | 0 | 0 |
| Strategy, Policy & Public Affairs | 1 | 4 | 3 |
| Administration | 9 | 2 | 1 |
| Planning & Programs | 12 | 8 | 0 |
| Total | 23 | 14 | 4 |