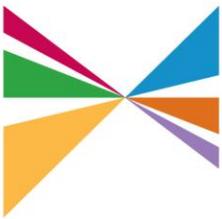


SOUTHERN CALIFORNIA



**ASSOCIATION of
GOVERNMENTS**

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Transportation

Keith Millhouse, Ventura County

Transportation Commission

MEETING OF THE

EXECUTIVE/ADMINISTRATION COMMITTEE

***Thursday, March 7, 2013
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 Lillian Harris-Neal at (213) 236-1858 or via email harris-neal@scag.ca.gov

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

SCAG, in accordance with the Americans with Disabilities Act (ADA), will accommodate persons who require a modification of accommodation in order to participate in this meeting. SCAG is also committed to helping people with limited proficiency in the English language access the agency's essential public information and services. You can request such assistance by calling (213) 236-1858. We require at least 72 hours (three days) notice to provide reasonable accommodations. We prefer more notice if possible. We will make every effort to arrange for assistance as soon as possible.

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Executive/Administration Committee
Members – March 2013

Members

Representing

Chair 1.	Hon. Glen Becerra	Simi Valley	District 46
Vice-Chair 2.	Hon. Greg Pettis	Cathedral City	District 2
2nd Vice-Chair 3.	Hon. Carl Morehouse	San Buenaventura	District 47
Imm. Past Pres. 4.	Hon. Pam O'Connor	Santa Monica	District 41
5.	Hon. Lisa Bartlett	Dana Point	TCA
6.	Hon. Margaret Finlay	Duarte	District 35
7.	Hon. James Johnson	Long Beach	District 30
8.	Hon. Paula Lantz	Pomona	District 38
9.	Mr. Randall Lewis	Ex-Officio	Lewis Group of Companies
10.	Hon. Larry McCallon	Highland	District 7
11.	Hon. Keith Millhouse	Moorpark	VCTC
12.	Hon. Judy Mitchell	Rolling Hills Estates	District 40
13.	Hon. Kris Murray	Anaheim	District 19
14.	Hon. Jeff Stone		Riverside County
15.	Hon. Cheryl Viegas-Walker	El Centro	District 1
16.	Hon. Alan Wapner	Ontario	SANBAG
17.	Hon. Dennis Zine	Los Angeles	District 50
18.	VACANT		Tribal Government Representative

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EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

MARCH 7, 2013

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. Glen Becerra, 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

Page No.

EXECUTIVE DIRECTOR'S REPORT

(Hasan Ikhata, Executive Director)

- SCAG Strategic Plan Update Attachment 1

PRESIDENT'S REPORT

- Update Cal/EPA Healthy Community Screening Tool
- Sacramento Legislative Reception Recap

ACTION ITEMS

1. Approval of the Fiscal Year (FY) 2013/14 Comprehensive Budget Attachment 4
(Hasan Ikhata, Executive Director)

Recommended Action: 1) Approve the FY 2013/14 Draft Comprehensive Budget, which includes the following components: The Draft Overall Work Program (OWP), the General Fund Budget and Membership Assessment, the Indirect Cost Budget and the Fringe Benefit Budget; and 2) Authorize the release of the Draft OWP and the Indirect Cost Allocation Plan (ICAP) to Caltrans, initiate the 30-day public comment period, and transmit the General Fund Budget and Membership Assessment to the General Assembly.

EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

MARCH 7, 2013

- | | | <u>Page No.</u> |
|--|------------|-----------------|
| 2. <u>Consider Reconvening the Regional Housing Needs Assessment (RHNA) Subcommittee</u>
<i>(Huasha Liu, Director of Land Use & Environmental Planning)</i> | Attachment | 60 |

Recommended Action: Approve the CEHD recommendation to continue the RHNA Subcommittee for six (6) months and fund additional costs (staffing, stipends, mileage, meals, etc.) with General Funds.

CONSENT CALENDAR

Approval Items

- | | | |
|---|------------|----|
| 3. <u>Minutes of the February 7, 2013 Meeting</u> | Attachment | 63 |
| 4. <u>SCAG Sponsorships & Memberships</u> | Attachment | 69 |
| 5. <u>Contracts \$200,000 or Greater: Contract 13-008-C1 and 13-008-C2, SCAG Region Value Pricing Project</u> | Attachment | 71 |
| 6. <u>California Department of Transportation FY 2013-2014 Transportation Planning Grants</u> | Attachment | 78 |

Receive & File

- | | | |
|---|------------|----|
| 7. <u>Contracts/Purchase Orders and/or Amendments between \$5,000 - \$200,000</u> | Attachment | 83 |
| 8. <u>Notice of Final Rulemaking for National Environmental Policy Act (NEPA) Streamlining.</u> | Attachment | 93 |

CFO MONTHLY FINANCIAL REPORT *(Basil Panas, Acting Chief Financial Officer)*

Attachment 95

FUTURE AGENDA ITEM(S)

ANNOUNCEMENTS

EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

MARCH 7, 2013

CLOSED SESSION

Public Employee Performance Evaluation:
Government Code Section 54957 (b)
Title: Executive Director

ADJOURNMENT

The next Executive/Administration Committee (EAC) meeting is scheduled for Thursday, April 4, 2013, at the SCAG Los Angeles Office.

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SCAG Strategic Plan Update

Regional Council Meeting March 7, 2013



Background

- **June 2006 – May 2007** – Regional Council “Force for Change” Committee began strategic planning process which culminated in hiring a new Executive Director in January 2008 and setting a new course for SCAG.
- **July 2008 – May 2009:** Strategic Planning process involving sixteen (16) Regional Council Members and forty one (41) staff throughout the agency worked together to develop the 2009 plan Mission, Vision, Values and Goals Adopted at May 2009 General Assembly.
- **2009 – present** – Strategic Plan provides a framework for the Agency’s work plan and continued success. It is used to frame issues brought to Regional Council and all other Policy Committees, develop budget and Overall Work Program, align staff performance and work plans, measure staff performance.

Plan Elements

Vision: An international and regional planning forum trusted for its leadership and inclusiveness in developing plans and policies for a sustainable Southern California.

Mission: Under the guidance of the Regional Council and in collaboration with our partners, our mission is to facilitate a forum to develop and foster the realization of regional plans that improve the quality of life for Southern Californians.

Core Values: Collaboration, Service, Trust, Revolutionary, Sustainability, Empowering, Rewarding

5 Goals

- **Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies**
- **Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities**
- **Enhance the Agency's Long Term Financial Stability and Fiscal Management**
- **Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies**
- **Optimize Organizational Efficiency and Cultivate and Engaged Workforce**

Moving Forward

- The plan is intended for periodic refresh and update.
- The draft Bylaws, if approved by the RC and GA, will authorize ED to make changes as items are implemented and/or approved by RC.
- Staff to update the plan as needed in the next fiscal year.

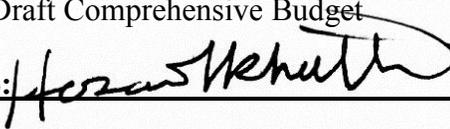
Strategic Plan Update

Thank you

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DATE: March 7, 2013
TO: Executive/Administration Committee (EAC)
Regional Council (RC)
FROM: Basil Panas, Acting Chief Financial Officer, panas@scag.ca.gov (213) 236-1817
SUBJECT: Approval of the FY 2013/14 Draft Comprehensive Budget

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTIONS:

- 1) Approve the FY 2013/14 Draft Comprehensive Budget, which includes the following components: The Draft Overall Work Program (OWP), the General Fund Budget and Membership Assessment, the Indirect Cost Budget and the Fringe Benefit Budget; and
- 2) Authorize the release of the Draft OWP and the Indirect Cost Allocation Plan (ICAP) to Caltrans, initiate the 30-day public comment period, and transmit the General Fund Budget and Membership Assessment to the General Assembly.

To view the entire Draft OWP document, please visit the web at: <http://www.scag.ca.gov/owp/index.htm>

EXECUTIVE SUMMARY:

SCAG is required by federal and state law to develop the OWP and the Indirect Cost Budget. These budgets must be submitted to Caltrans for review and approval before the FY 2013/14 work program can be implemented. In order to assemble all of the budget components into one document and satisfy the requirements of Caltrans and SCAG's Bylaws regarding the adoption of an annual budget, SCAG staff has developed a draft comprehensive budget document for FY 2013/14 that contains the Draft Overall Work Program, the General Fund Budget and Membership Assessment, the Indirect Cost Budget and the Fringe Benefit Budget. After external review and the public comment period are completed, the final OWP Budget will be submitted to the Regional Council for approval in May 2013. After approval by the Regional Council, the General Fund Budget and the Membership Assessment will be forwarded to the General Assembly for approval.

The Draft Comprehensive Budget is balanced and fully funded at \$42,936,875 (see page 11). The Draft Comprehensive Budget, as presented, is \$3.7 million or 8% less than the adopted FY 2013 budget. The reduction is tied to the reduction in Federal funding and primarily addressed by not filling 15 vacant staff positions and not funding any new proposed goods movement and local assistance projects in FY 2013/14.

The proposed work program continues strategic initiatives started in FY 2010/11 and builds upon successful programs completed in FY2012/13. The major strategic initiatives for FY 2013/14 are:

1. *Coordinate and monitor implementation of the adopted 2012 Regional Transportation Plan (RTP) and Sustainable Communities Strategies (SCS)*
2. *Continue advocating for additional State and Federal Revenues*
3. *Implement the approved Southern California Job Growth and Economic Recovery Strategy*
4. *Enhance the Geographic Information System (GIS) Program to better serve the SCAG Region*

REPORT

5. *Assisting jurisdictions with Housing Element process evaluation and active transportation planning*
6. *Sustainability Program including Compass Blueprint Program and Green Regions*

FY 2012/13 Accomplishments:

1. *Began efforts to implement the 2012/2035 Regional Transportation Plan and Sustainable Communities Strategy*
2. *Adopted the 2013 Federal Transportation Improvement Program (FTIP)*
3. *Adopted the Southern California Job Growth and Economic Recovery Strategy Phase II*
4. *Completed corridor planning studies including Pacific Electric Right-of-Way/West Santa Ana Branch Corridor Alternatives Analysis and Arroyo Seco Corridor Management Plan*
5. *Completed the Comprehensive Regional Goods Movement Plan and Implementation Strategy*
6. *Completed the Regional Housing Needs Assessment*
7. *Collaborated with Caltrans and completed the California Household Travel Survey*
8. *Completed the Regional Transportation Strategy and Control Measures for inclusion in the final 2012 AQMP.*
9. *Completed 30 Compass Demonstration Projects and initiated a new call for projects*
10. *Completed the Express Travel Choices Phase I Study*
11. *Continued work on the Southern California National Freight Gateway Collaboration*
12. *Continued the implementation of the GIS Services Program providing training, data sharing and technical assistance to member agencies*
13. *Prepared the transportation conformity analyses for the 2013 FTIP and amendments, and for the 2012 RTP/SCS Amendment #1, as well as the conformity re-determination of the 2012-2035 RTP/SCS and 2013 FTIP for the new 8-hour ozone standard.*
14. *Adopted the Regional Transportation Strategy and Control Measures for inclusion in the Final 2012 AQMP for the South Coast Air Basin.*
15. *Provided updated Local Profiles to all 197 local jurisdictions in the SCAG region.*

STRATEGIC PLAN:

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

FISCAL IMPACT:

Approval of this document impacts all funding projects and program for FY 2013/14.

ATTACHMENT:

FY 2013/14 Comprehensive Budget

FISCAL YEAR

2013
2014

COMPREHENSIVE BUDGET



SOUTHERN CALIFORNIA



ASSOCIATION of
GOVERNMENTS

DRAFT
March 2013

Southern California Association of Governments

COMPREHENSIVE BUDGET

Fiscal Year 2013/14

Southern California Association of Governments
FY 2013/14 Comprehensive Budget

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SECTION I - OVERVIEW

INTRODUCTION

This document contains the Southern California Association of Governments' (SCAG) Comprehensive Budget for Fiscal Year 2013/14.

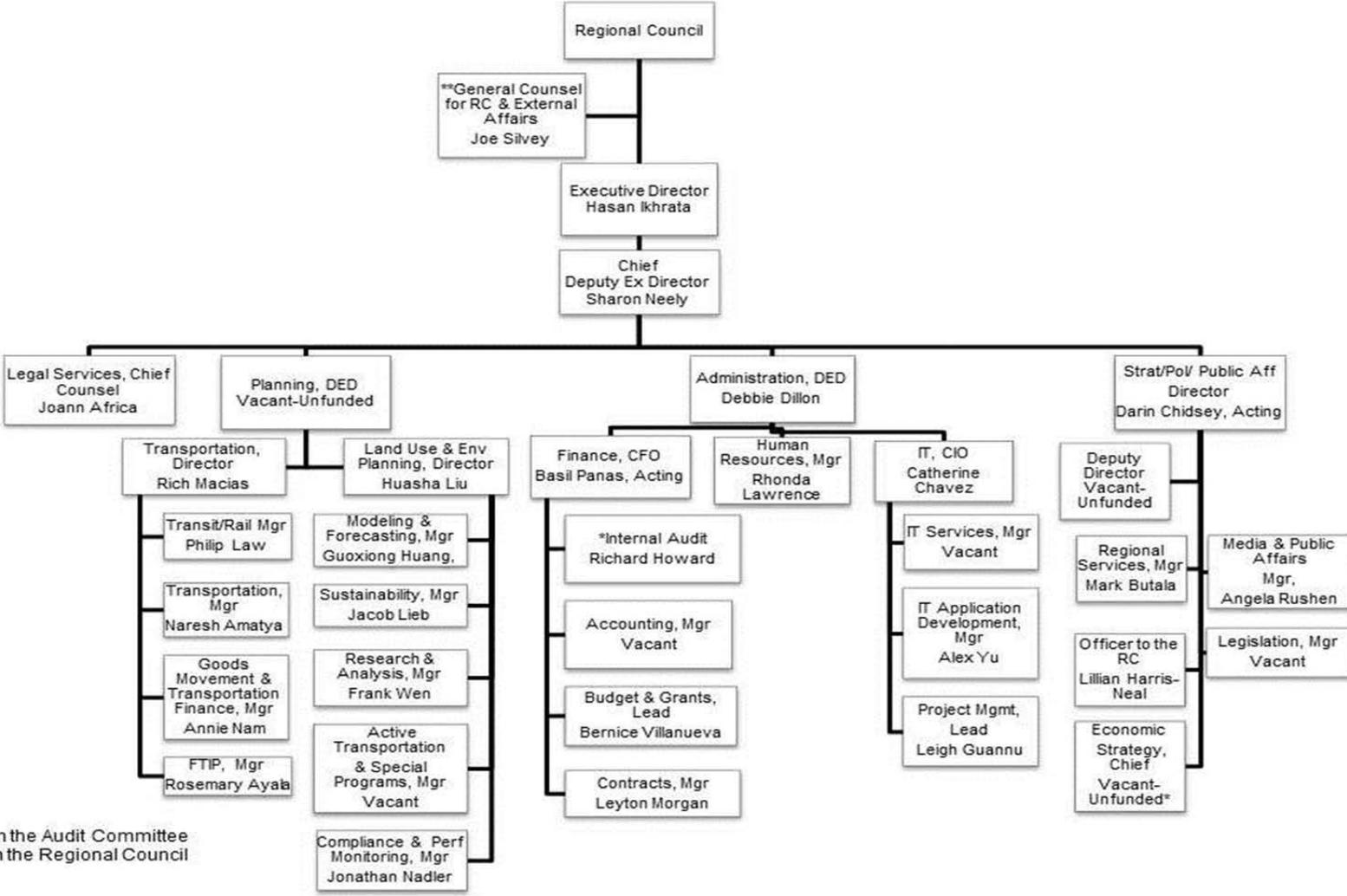
The total budget for the Association consists of:

- **The Overall Work Program (OWP)**
A federal, state and locally funded budget consisting of projects related to regional planning in the areas of transportation, housing and the environment.
- **The General Fund (GF)**
A budget that utilizes Association members' dues for activities not eligible for federal and State funding
- **The Indirect Cost Budget (IC)**
The budget for the administrative and operations support of the Association
- **The Fringe Benefit Budget (FB)**
The budget for the fringe benefits and leave time of Association employees

This document is divided into three sections:

- An overview of the Association and its total budget
- A sub-section on each of the budget components
- A set of appendices that expand or provide more detailed information on budget content

SCAG ORGANIZATIONAL CHART



* Takes direction from the Audit Committee
 ** Takes direction from the Regional Council

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The SCAG Organization

The Southern California Association of Governments (SCAG) is the Metropolitan Planning Organization (MPO) for the six-county Southern California region and is the nation's largest MPO. Through SCAG, city and county governments throughout Southern California come together to develop solutions to common problems in transportation, housing, air quality, waste management and other issues. SCAG also acts as an information clearinghouse and service provider supplying cities and counties with a wide array of demographic, forecasting, mapping and other regional statistics and data.

Decision-making occurs through SCAG's Regional Council, a governing body composed of 84 city and county elected officials, transportation commissions, a tribal government representative, a representative of the business community as appointed by the President of SCAG and a representative from the Transportation Corridor Agencies. All issues considered by the Regional Council must first come through one or more four policy committees (Transportation, Community, Economic and Human Development, Legislative/Communications & Membership, Energy and Environment) or the Executive/Administration Committee, which governs SCAG operations.

The agency also operates via a number of critical partnerships at the local, state and federal levels. In addition to its federal and state funding partners (Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, California Transportation Commission, California Department of Transportation, etc.) SCAG's planning efforts are closely coordinated with regional transit operators, Tribal Governments and fifteen sub-regional Councils of Governments (COGs) that represent SCAG's cities and counties.

There are a total of 191 cities, two Tribal Governments, six Counties and six commissions in the SCAG region. The region encompasses a population exceeding 18 million persons in an area of more than 38,000 square miles.

SCAG increasingly relies on input from its constituent members, community leaders, and the Southern California citizenry. It also employs a staff of professional planners, modelers and policy analysts who examine the region's challenges and works collaboratively with all stakeholders to develop potential solutions to improve the quality of life in the region.

The framework for developing the 2013/14 Comprehensive Budget is SCAG's multi-year Strategic Plan that focuses on SCAG's vision and priorities and improves the organization and its operations. The FY 2013/14 Comprehensive Budget supports Strategic Plan Goal #3 – Enhance the Agency's Long Term Financial Stability and Fiscal Management. All projects and programs funded in the budget support at least one of the five Strategic Plan Goals.

SCAG STRATEGIC PLAN

Strategic Plan Components

Vision Statement

An international and regional planning forum trusted for its leadership and inclusiveness in developing plans and policies for a sustainable Southern California.

Mission Statement

Under the guidance of the Regional Council and in collaboration with our partners, our mission is to facilitate a forum to develop and foster the realization of regional plans that improve the quality of life for Southern Californians.

Core Values

Collaboration

We foster collaboration through open communication, cooperation and a commitment to teamwork

Service

Our commitment to service and leadership is second to none

Trust

The hallmark of our organization is trust and is accomplished through a professional staff, transparency in decision making and objectivity and accuracy in our day-to-day work

Revolutionary

We are revolutionary in our thinking to achieve a cutting edge work program that is emulated by others

Sustainability

We work with our partners and local governments to achieve a quality of life that provides resources for today's generation while preserving an improved quality of life for future generations

Empowering

The empowering of staff occurs to reward initiative, confidence and creativity while promoting inclusionary decision-making

Rewarding

We promote a work environment that allows for professional and personal growth, recognizes astounding achievement, and makes a positive difference in the lives of the staff and the community

Strategic Plan Goals

GOAL #1

Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

Objectives

- Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans
- Develop external communications and media strategy to promote partnerships, build consensus and foster inclusiveness in the decision making process
- Provide practical solutions for moving new ideas forward

GOAL #2

Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities

Objectives

- Identify new infrastructure funding opportunities with state, federal and private partners
- Identify and support legislative initiatives
- Maximize use of existing funding by working with state and federal regulators to streamline project delivery requirements

GOAL #3

Enhance the Agency's Long Term Financial Stability and Fiscal Management

Objectives

- Maximize available resources and funds to the fullest extent possible
- Maintain adequate working capital to support Planning and Operations in accordance with SCAG's Investment Policy guidelines
- Monitor and continuously improve agency-wide and user defined budget variance and financial performance reporting system
- Optimize Procurement Process

Strategic Plan Goalscont'd

GOAL #4

Develop, Maintain and Promote the Utilization of State of the Art Models, Information systems and Communication Technologies

Objectives

- Develop and maintain planning models that support regional planning
- Develop, maintain and enhance data and information to support planning and decision making in a timely and effective manner
- Maintain a leadership role in the modeling and planning data/GIS communities
- Integrate advanced information and communication technologies

GOAL #5

Optimize Organizational Efficiency and Cultivate an Engaged Workforce

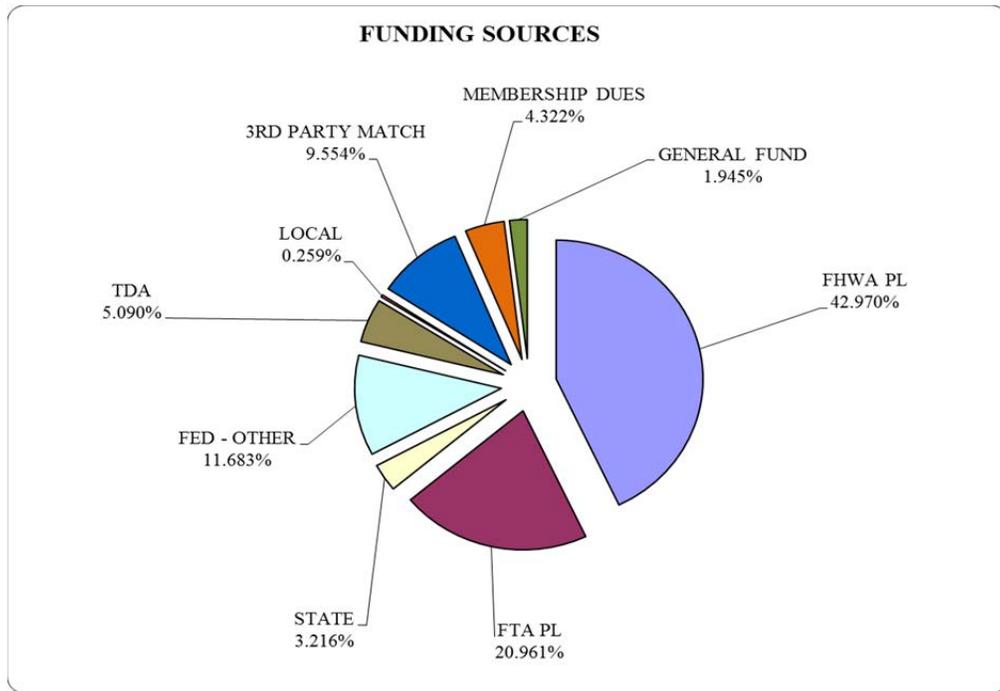
Objectives

- Identify and advocate methods to increase the free flow of information between staff, RC and Policy Committee Members
- Identify and advocate informal methods to share information that improve team building, camaraderie and relationships
- Routinely review and refine the roles and responsibilities at all levels of the organization
- Invest in employee development process
- Periodically review and enhance Project Management Practices

THE FY 2013/14 COMPREHENSIVE BUDGET

How the Budget is Funded

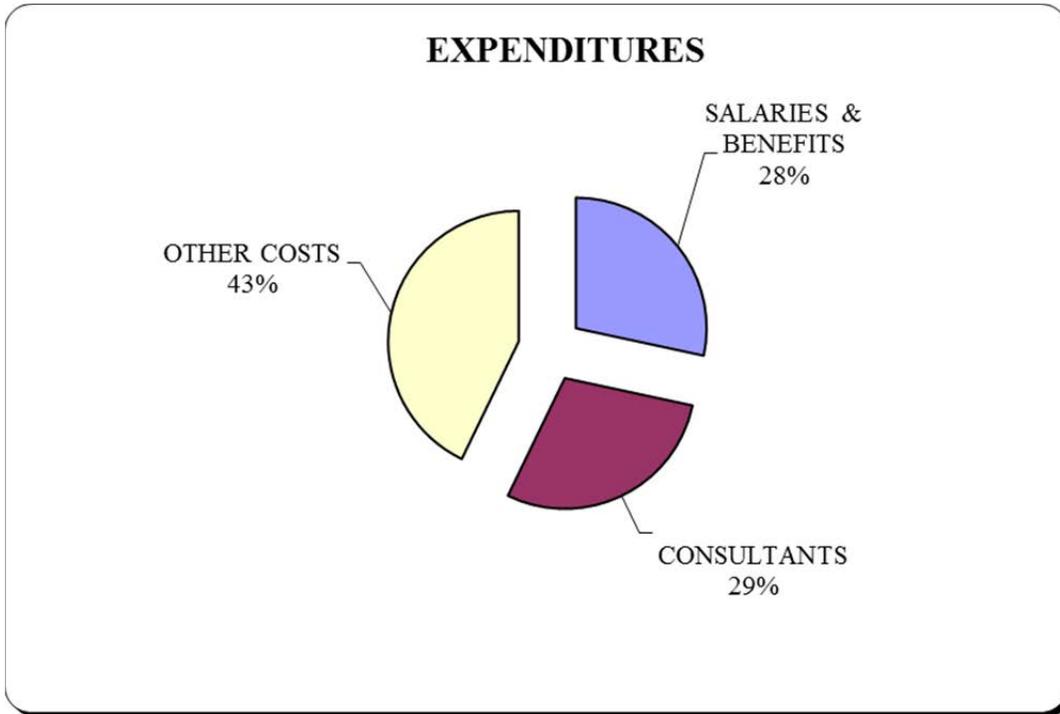
The Association receives most of its funding from the Federal Consolidated Planning Grant. The following chart illustrates the source and relative value funding sources.



FUNDING SOURCE	AMOUNT
FHWA PL	\$ 18,450,000
FTA PL	\$ 9,000,000
STATE	\$ 1,380,924
FED - OTHER	\$ 5,016,392
TDA	\$ 2,185,404
LOCAL	\$ 111,180
3RD PARTY MATCH	\$ 4,102,077
MEMBERSHIP DUES	\$ 1,855,792
GENERAL FUND	\$ 835,106
TOTAL REVENUES	\$ 42,936,875

How the Budget is Allocated

The Association allocates its budget in three major categories. The following chart illustrates the relative values of each category.



EXPENDITURES	AMOUNT
SALARIES & BENEFITS	\$ 12,179,025
SCAG CONSULTANTS	12,374,867
OTHER COSTS*	18,382,983
TOTAL EXPENDITURES	\$ 42,936,875

*Other includes direct and indirect non-labor costs (see page 11)

Comprehensive Line Item Budget: FY 11 thru FY 14 Proposed

GL Account	Line Item	FY11 Actuals	FY12 Actuals	FY13 Adopted	FY14 Proposed
	Staff	\$ 11,714,752	\$ 12,186,789	\$ 13,678,065	\$ 12,179,025
54300	SCAG consultant	8,655,398	11,548,979	15,180,315	12,374,867
54330	Subregional consultant	369,517	113,337	-	-
54340	Legal	50,206	197,070	375,000	175,000
54350	Professional services	957,746	1,118,353	1,331,338	2,507,594
54400	Subregional staff	75,676	-	-	-
55210	Software support	439,248	567,850	509,581	531,364
55220	Hardware support	569,931	343,003	229,030	218,512
55240	Repair - maintenance	35,358	19,612	19,684	20,000
5528X	3rd party contribution	2,979,714	2,907,994	2,808,864	3,235,275
55400	Office rent 818-office	1,457,489	1,503,619	1,536,000	1,582,877
55410	Office rent satellite	141,809	168,316	222,000	220,328
55420	Equipment leases	106,399	103,081	115,000	117,979
55430	Equipment repair-maintenance	53,487	65,257	45,244	35,000
55440	Insurance	1,006,430	251,298	175,299	220,199
55441	Payroll / bank fees	21,575	20,194	22,500	23,000
55460	Materials & equipment < \$5,000	45,930	83,513	180,000	93,600
55510	Office supplies	87,864	133,478	141,200	130,000
55520	Graphic supplies	4,547	26,596	50,000	30,000
55530	Telephone	139,899	169,177	165,500	184,800
55540	Postage	32	20,134	20,000	20,000
55550	Delivery services	5,795	6,840	8,900	8,500
55600	SCAG memberships	131,551	115,198	153,000	141,300
55610	Professional memberships	4,005	-	7,610	1,850
55620	Resource materials	140,580	179,843	511,185	241,200
55700	Depreciation - furniture & fixture	152,852	88,686	45,137	43,700
55710	Depreciation - computer	29,926	153,159	77,723	95,000
55720	Amortization - lease	49,186	15,947	7,402	5,300
55730	Capital outlay	-	-	665,382	677,106
55800	Recruitment - advertising	17,331	10,534	7,000	10,000
55801	Recruitment - other	2,340	7,976	30,000	22,000
55810	Public notices	17,719	50,566	13,000	53,000
55820	Staff training	75,393	133,139	160,000	65,000
55830	Conferences/workshops	55,411	13,898	42,850	36,350
55910	RC/committee meetings	2,861	49,822	8,237	50,000
55914	RC general assembly	190,861	265,395	330,000	330,000

**Comprehensive Line Item Budget: FY 11 thru FY 14 Proposed
(Continued...)**

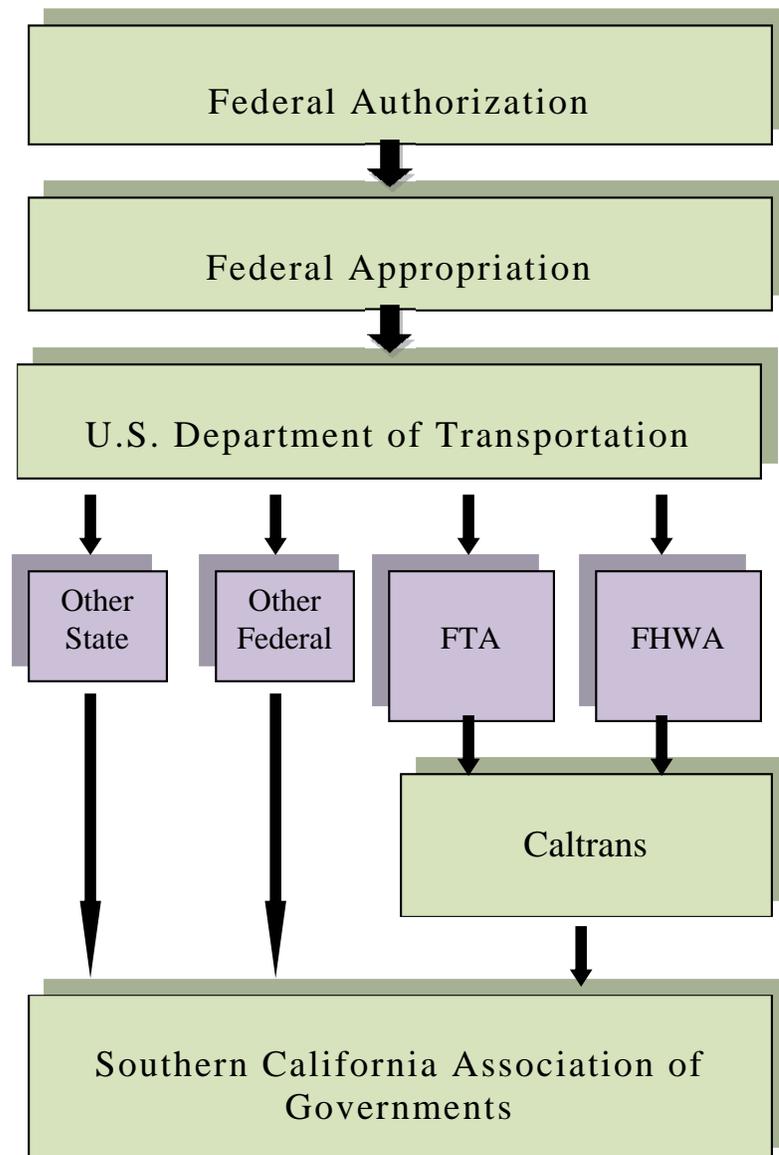
GL Account	Line Item	FY11 Actuals	FY12 Actuals	FY13 Adopted	FY14 Proposed
55920	Other meeting expense	79,730	129,125	122,600	187,200
55930	Miscellaneous other	64,410	113,785	35,526	41,500
55940	Stipend-RC meetings	153,600	223,200	175,000	180,000
55950	Temporary help	370,426	394,935	58,500	23,500
55970	Interest on bank LOC	3,872	-	-	-
55972	Rapid pay fees	1,050	675	975	975
55980	Contingency	-	-	184,140	353,258
56100	Printing	26,552	46,464	116,000	118,500
58100	Travel	174,601	200,365	235,964	247,250
58101	Travel - local	51,710	63,255	26,286	44,550
58110	Mileage	82,556	91,994	55,404	93,375
58150	Staff lodging expense	2,785	8,287	8,734	6,500
58200	Travel-registration	1,970	-	3,000	-
58450	Fleet vehicle	3,555	5,818	8,200	6,500
58800	RC sponsorships	48,650	52,225	69,650	66,400
60110	Retirement-PERS	2,258,157	2,894,691	3,183,865	2,907,778
60120	Retirement-PARS	64,626	65,918	65,000	65,000
60200	Health ins. - active employees	1,069,991	1,125,725	1,375,200	1,276,800
60201	Health ins. - retirees PAYGO	478,425	490,963	527,000	567,000
60202	Health ins. - retirees GASB 45	312,775	264,035	332,000	320,000
60210	Dental insurance	74,594	83,876	109,370	152,492
60220	Vision insurance	29,809	31,878	262,276	26,099
60225	Life insurance	100,860	99,080	100,159	77,139
60240	Medicare tax employers	158,731	118,361	194,874	175,157
60245	Social security tax employers	15,280	29,819	18,245	7,589
60300	Tuition reimbursement	16,929	8,341	16,416	16,416
60310	Transit passes	118,592	122,453	177,817	127,600
60320	Carpool reimbursement	1,750	2,100	2,100	2,100
60400	Workers compensation insurance	2,889	(26,202)	-	69,380
60405	Unemployment compensation insurance	34,472	38,962	35,000	39,000
60410	Miscellaneous employee benefits	57,736	67,784	56,199	63,379
60415	SCAG 457 match	104,482	98,932	102,500	113,000
60450	Benefits administrative fees	3,722	3,321	7,716	6,842
60500	Automobile allowance	19,250	21,150	22,800	16,200
	Indirect Cost Carry over			117,031	(141,323)
	Total	35,777,355	39,509,964	46,677,593	42,936,875

SECTION II - BUDGET COMPONENTS

THE OVERALL WORK PROGRAM (OWP)

The Flow of Funds

In general, the majority of OWP funding comes to the Association via the Federal appropriations process. Some funding is directly allocated to the Association, and some is “passed through” via the California Department of Transportation (Caltrans).



Summary of Revenue Sources

Consolidated Planning Grant (CPG)

In 1997, FHWA/FTA instituted a transportation planning funds process called the Consolidated Planning Grant (CPG). In California, the four CPG fund sources are described below.

1. Federal Highway Administration (FHWA) Metropolitan Planning Funds (FWWAPL)

Metropolitan Planning Funds, otherwise known as PL funds, are available for MPOs to carry out the metropolitan transportation planning process required by 23 U.S.C. 134, including development of metropolitan area transportation plans and transportation improvement programs.

The state must make all federally authorized PL funds available to the MPOs in accordance with a formula developed by the state, in consultation with the MPOs and approved by the FHWA.

2. Federal Transit Authority Metropolitan Planning Section 5303 (FTA §5303)

All MPOs with an urbanized area receive FTA §5303 funds each year to develop transportation plans and programs. The percentage of the California apportionment of FTA §5303 each MPO receives is determined by a formula agreed to by the MPOs, Caltrans and FTA.

The FTA §5303 formula has two components, a base allocation and a population component which distributes funds according to the MPOs percentage of statewide urbanized area population as of the most recent decennial census.

3. FHWA State Planning and Research – Partnership Planning Element (SP&R)

Caltrans is authorized by FHWA to award grants to MPOs for regional transportation planning studies with a statewide or multi-regional perspective and benefit. Caltrans awards these grants through an annual, competitive selection process.

4. FTA State Planning and Research Section 5304 (FTA §5304)

The FTA authorized Caltrans to award grants to MPOs for projects that demonstrate consistency with the following state planning priorities:

- Ability to strengthen the economy
- Promote equity

- Protect the environment
- Promote public health and safety in the state
- Improve the jobs-housing imbalance
- Improve public participation
- Promote context sensitive planning; and
- Reduce congestion

Caltrans awards projects in categories based upon an annual competitive selection process:

- Statewide Transit Planning Studies
- Transit Professional Development; and
- Transit Technical Planning Assistance

Local Funds

Each of the funding sources described above requires that local cash or in-kind services be provided as match. The Association uses a combination of the following sources for match:

Transportation Development Act (TDA)

State of California Public Utilities Code Section 99233.2 authorizes the Transportation Commissions in Los Angeles, Orange, Riverside and San Bernardino counties to allocate $\frac{3}{4}$ of 1 percent of their local transportation funds to SCAG as the multi-county planning agency for the region. As the largest source of non-federal funding received by SCAG, TDA is used to fund local initiatives and to provide cash match as needed for projects funded with state or federal funds.

Cash Match/Local Funding

Funding from local agencies is provided to SCAG to serve as matching funds to the CPG and other grants that require local match as a condition of receiving grant funds. For example, the CPG requires a match of 11.47%. In addition, local agencies such as Transportation Commissions periodically provide funding for specific projects such as localized modeling work.

In-Kind Match

The CPG and other grants accept in-kind match, as well as cash match, to fulfill the local match requirement that is a condition of receiving grant funds. In-kind match reflect services, such as staff time, provided by a local agency in support of the work funded by a grant.

The OWP Document

The core regional transportation planning document is the OWP and its core product is completion of the Regional Transportation Plan (RTP). The OWP is developed by SCAG on an annual basis and:

- Introduces the agency;
- Provides users with an overview of the region; and
- Focuses on the region's transportation goals and objectives

The OWP serves as the transportation planning structure that SCAG must adhere to for the state fiscal year, which is July 1 through June 30th of the following calendar year. Other uses for the OWP include:

- SCAG's project budget
- A contract and monitoring tool for federal, state, and local entities (to track completion of annual transportation planning projects and expenditures of funds)
- An early reference for members of the public to know the "who/what/when/where/how much" of transportation planning activities in the region

The OWP includes three component pieces:

1. Prospectus

The prospectus section provides the context for understanding the work activities proposed and gives information about the region. It includes, but is not limited to:

- The region's transportation planning approach
- The agency's organizational structure and interagency arrangements
- An overview of governmental and public involvement
- The State Planning Emphasis Areas; and
- The progress made towards implementing the RTP

2. Work Elements

The Work Element identifies specific planning work to be completed during the term of the OWP, as well as a narrative of previous, on-going and future year's work to be completed. It also includes the sources and uses of funds.

3. Budget Revenue & Summary Reports

These summary reports are a listing of all the work elements in the OWP by funding sources and expenditure category.

The OWP, in conjunction with the Overall Work Program Agreement (OWPA) and the regional transportation planning Master Fund Transfer Agreement (MFTA), constitutes the annual funding agreement between the State and SCAG. Although the OWP includes all planning projects to be undertaken by SCAG during the fiscal year, the OWPA and MFTA do not include special federal grants.

The OWP Budget

The OWP Budget can be viewed two ways: The first is a line item budget displaying how the OWP budget is allocated. The second is a chart showing the same budget by project and major budget category.

Following the budget tables are brief descriptions of each project in the OWP.

Cost Category	FY13	Draft FY14	Incr (Decr)
Staff	\$ 7,513,922	\$ 7,192,488	\$ (321,434)
54300 SCAG consultant	14,492,644	11,933,596	\$(2,559,048)
54350 Professional services	550,000	889,000	\$ 339,000
55210 Software support	90,000	188,059	\$ 98,059
55220 Hardware support	100,000	120,000	\$ 20,000
55280 Third party contribution	2,808,864	3,235,275	\$ 426,411
55520 Graphic supplies	-	30,000	\$ 30,000
55600 SCAG membership	-	6,000	\$ 6,000
55620 Resource materials/subscriptions	450,000	205,000	\$ (245,000)
55810 Public notices	8,000	28,000	\$ 20,000
55830 Conferences/workshops	13,000	10,500	\$ (2,500)
55920 Other meeting expense	20,000	96,000	\$ 76,000
55930 Miscellaneous other	-	3,000	\$ 3,000
56100 Printing	18,500	105,000	\$ 86,500
58100 Travel	108,350	118,200	\$ 9,850
58101 Travel-local	-	13,500	\$ 13,500
58110 Mileage	2,000	39,000	\$ 37,000
Sub-total	\$ 26,175,280	\$ 24,212,618	\$(1,962,662)
50011 Fringe benefits	\$ 5,137,527	\$ 5,004,313	\$ (133,214)
50012 Indirect costs	\$ 12,418,677	\$ 11,029,046	\$(1,389,631)
Total	\$ 43,731,484	\$ 40,245,977	\$(3,485,507)

The next page shows the same budget by project and major budget category.

Work Elemnt		Total*	SCAG	SCAG Consultant
10	System Planning	1,330,137	930,137	400,000
15	Transportation Finance	1,343,064	543,064	800,000
20	Environmental Planning	636,029	636,029	-
25	Air Quality and Conformity	510,429	510,429	-
30	Federal Transportation Improvement Program	2,028,588	2,028,588	-
45	Geographic Information System (GIS)	3,255,744	2,830,744	425,000
50	Active Transportation Planning	1,100,626	1,100,626	-
55	Regional Forecasting and Policy Analysis	2,293,723	1,893,723	400,000
60	Corridor Planning	213,759	213,759	-
65	Local Planning Assistance for Sustainable Transportation and Land Use	2,038,830	1,488,830	550,000
70	Modeling	5,294,263	4,513,339	780,924
80	Performance Assessment & Monitoring	1,333,114	1,123,114	210,000
90	Public Information & Communication	1,781,144	1,781,144	-
95	Regional Outreach and Public Participation	2,248,471	2,148,471	100,000
100	Intelligent Transportation System (ITS)	27,693	27,693	-
120	OWP Development & Administration	2,866,522	2,821,522	45,000
130	Goods Movement	1,819,240	1,219,240	600,000
140	Transit and Rail Planning	873,422	873,422	-
145	Transit Planning Grant Studies & Programs	2,164,786	110,714	2,054,072
220	Strategic Growth Council (SGC) Proposition 84 Grant Award	1,175,000	-	1,175,000
225	Special Grant Projects	566,522	456,522	110,000
230	Regional Aviation and Airport Ground Access Planning	860,919	660,919	200,000
260	JARC/New Freedom Program Administration	126,523	126,523	-
265	So. Calif. Value Pricing Pilot Program	4,196,249	196,249	4,000,000
266	TDA Funded Projects	50,000	-	50,000
267	Clean Cities Program	111,180	77,580	33,600
Total Direct Costs		40,245,977	28,312,381	11,933,596

*Includes indirect costs, fringe benefits, non-labor and in-kind match.

OWP Program Summaries

The following section presents a brief description of each OWP Program objective and the Strategic Plan Goal it supports.

010

SYSTEM PLANNING

Manager: Naresh Amatya

Program Objective:

Transportation System Planning involves long-term planning for system preservation, system maintenance, optimization of system utilization, and strategic system expansion of all modes of transportation for people and goods in the six-county region, including Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura. The Regional Transportation Plan (RTP) is the primary vehicle SCAG uses to achieve our transportation system planning goals and objectives. As the MPO for this region, one of SCAG's major responsibilities is to develop, administer, amend, and update the RTP. The primary objective of this work element is to ensure SCAG is fulfilling its roles and responsibilities in this area as the designated MPO and RTPA for this region. The focus of FY 2013/14 will be to continue coordinating and monitoring implementation of the adopted 2012 RTP/SCS and at the same time begin to lay the technical foundation for the 2016 RTP/SCS.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

015

TRANSPORTATION FINANCE

Manager: Annie Nam

Program Objective:

This work program is critical to addressing some of SCAG's core activities-specifically, satisfying federal planning requirements on financial constraint; ensuring a reasonably available revenue forecast through the RTP planning horizon, and addressing system level operation and maintenance cost analyses along with capital cost evaluation of transportation investments. In FY 2013/14, this work program will involve continued development of the 2016 RTP financial plan and including evaluation of business cases/plans, and alternative funding mechanisms for transportation.

Strategic Plan:

Supports Goal #2 – Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

020

ENVIRONMENTAL PLANNING

Manager: Jonathan Nadler

Program Objective:

Review environmental plans and programs as required by applicable federal and state environmental laws. Staff work will also include internal coordination to integrate the most recent environmental policies into future planning programs such as environmental justice and intergovernmental review. Provide staff support to the Energy and Environment Policy Committee.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

025

AIR QUALITY AND CONFORMITY

Manager: Jonathan Nadler

Program Objective:

Oversee and/or provide support for SCAG air quality planning, analysis, documentation and policy implementation. This includes collaboration with the ARB and air districts in the SCAG region in developing SIPs, including developing emission budgets to meet federal conformity requirements. Staff will facilitate federally required interagency consultation via SCAG’s Transportation Conformity Working Group, including the processing and acting as clearinghouse for the Particulate Matter (PM) hot spot analysis for transportation projects within the region. Staff will continue the process to ensure the timely implementation of TCMs. Staff will continue to track and participate in relevant air quality rulemaking.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

Manager: Rosemary Ayala

Program Objective:

The Federal Transportation Improvement Program (FTIP) is a multimodal list of capital improvement projects programmed over a six-year period. The currently approved FTIP is the 2013 FTIP and was federally approved and found to conform on December 14, 2012. The program contains approximately \$32.5 billion worth of projects in FY 2012/2013 - 2017/2018. The FTIP must include all federally funded transportation projects in the region, as well as all regionally significant transportation projects for which approval from federal agencies is required regardless of funding source. The FTIP is developed to incrementally implement the programs and projects in the Regional Transportation Plan. The FTIP is amended on an on-going basis, as necessary, thereby allowing projects consistent with the Regional Transportation Plan to move forward toward implementation.

Strategic Plan:

Supports Goal #2 – Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

Manager: Frank Wen

Program Objective:

To facilitate the establishment of SCAG as a Regional Information Center, for all data and information related to Southern California and to provide data support and mapping capabilities to better serve the needs of the agency and our partner agencies. This program will also provide data and information to stakeholders to promote economic development and enhance the effectiveness of decision-makers. Additional goals include leveraging data sharing opportunities among public agencies throughout the region and maximizing data sharing while minimizing agency costs. A top priority will be to provide training, data sharing and other GIS services to our local jurisdictions. Work will continue on the implementation of an Enterprise GIS system that will serve as the guide for meeting Objective #4 of the SCAG Strategic Plan. The program will play an integral part in the development of the Federal Transportation Improvement Program, amendments to the 2012 RTP/Sustainable Communities Strategy, development of the 2016 RTP/SCS and Local Profiles and other planning activities.

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

050 ACTIVE TRANSPORTATION PLANNING

Manager: Alan Thompson

Program Objective:

For Fiscal Year 2013/14, continues to build upon past efforts, finalizing a needs assessment, and developing the framework for the regional active transportation strategies that will be incorporated into the 2016 RTP/SCS.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

Supports Goal #2 – Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

055 REGIONAL FORECASTING & POLICY ANALYSIS

Manager: Frank Wen

Program Objective:

Provide state-of-the-art forecasting methodology, programming, software, and data/statistics such that regional growth estimates and forecasts are technically sound, and set the standard for MPO growth forecasting practice. The key focus of this work element is to develop estimates and forecasts of population, household and employment used for the development of the 2016 Regional Transportation Plan and Sustainable Communities Strategy. This program also addresses the following: show growth forecasts in terms of population, employment, household and how underlying land uses are related to congestion and transportation investment. Additional program objectives include the collection, processing and analysis of data used in support of the planning activities of the agency.

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

060

CORRIDOR PLANNING

Manager: Naresh Amatya

Program Objective:

Provide input to the RTP on the design concept and scope of major transportation investments, as identified upon the completion of corridor planning studies conducted under this work element and in partnership with other agencies. Ensure that corridor planning studies are completed in accordance with federal transportation planning requirements as identified in 23 CFR 450.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

065

**LOCAL PLANNING ASSISTANCE FOR SUSTAINABLE
TRANSPORTATION AND LAND USE**

Manager: Jacob Lieb

Program Objective:

SCAG’s Sustainability Program, including Compass Blueprint and the Green Region Initiative, is a core effort for implementing the 2012 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). The program demonstrates that the region can achieve both mobility and air quality goals through local land use and policy changes along with targeted transportation investments. To date, over 130 Compass Blueprint Demonstration Projects have been successfully completed in local jurisdictions throughout the region.

Sustainability Program efforts will target Transit Project Priority (TPP) areas as defined in the RTP/SCS and will ensure that measures are in place to realize the integrated transportation/land use/sustainability vision of the 2012 RTP/SCS. The work effort will focus on developing and applying new regionally and locally applicable planning tools and providing member jurisdictions with technical assistance consistent with the RTP/SCS and other policies. Specific tasks will include: Partnerships for Demonstration Projects and local technical assistance; initial development of policies and scenarios for the 2016 RTP/SCS policies; “Toolbox Tuesdays” training in advanced planning tools for local

government planners; and Sustainability Recognition Awards for outstanding local projects consistent with RTP/SCS implementation.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

070 MODELING

Manager: Guoxiong Huang

Program Objective:

Provide modeling services for the development and implementing the RTP/SCS, FTIP, and other major transportation planning initiatives. Maintain and improve SCAG’s modeling tools to more effectively forecast travel demand and estimate resulting air quality. Maintain a leadership role in the regional modeling community by coordinating the Region’s modeling activities and by providing technical advice/assistance and data to member agencies and other public institutions. Promote model consistency through an active subregional modeling program. Continue ongoing modeling collaboration with county transportation commissions, Caltrans, Metrolink, air quality agencies, and state and federal transportation agencies.

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

080 PERFORMANCE ASSESSMENT & MONITORING

Manager: Jonathan Nadler

Program Objective:

Provide performance assessment and monitoring of the SCAG region (particularly the implementation of the 2012 RTP/SCS) including growth and development, transportation system performance, environmental quality, and the socioeconomic well-being of the residents (e.g., income and housing affordability). The results of the monitoring and assessment provide the basis for policy-making particularly in relation to regional transportation planning. This program also works with the California Department of Transportation in the coordination and data collection mandated under the Highway Performance Monitoring System (HPMS).

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

090

PUBLIC INFORMATION & COMMUNICATIONS

Manager: Angela Rushen

Program Objective:

Develop and execute a comprehensive internal and external communications program that informs key audiences about SCAG programs, plans, initiatives and services via public relations, media relations, video production, website content management and print/graphic design.

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

095

REGIONAL OUTREACH AND PUBLIC PARTICIPATION

Manager: Mark Butala

Program Objective:

Engage regional stakeholders in the SCAG planning and programming process through the support and enhancement of outreach efforts to local governments, Tribal Governments, and members of the various stakeholder entities, including community, environmental, business, and academic groups, as well as other interested parties. The SCAG Regional Offices are critical components in these efforts, with SCAG staff assigned to an office in each county in the SCAG region. SCAG has identified additional videoconferencing sites in remote parts of the SCAG region to facilitate participation in SCAG activities by a wider range of stakeholders, including member cities, partner agencies, and business and community groups.

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

100

INTELLIGENT TRANSPORTATION SYSTEM (ITS)

Manager: Philip Law

Program Objective:

Coordinate and monitor implementation of the ITS Element of the 2012 RTP/SCS. Staff will also be monitoring progress of the adopted Regional ITS Architecture and documenting potential needs for future amendments to the Regional Architecture. Another objective is to provide training and educational opportunities to our stakeholders on ITS related topics in partnership with FHWA/Caltrans as opportunities become available.

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

120

OWP DEVELOPMENT & ADMINISTRATION

Manager: Bernice Villanueva

Program Objective:

Develop, administer, and monitor the Overall Work Program (OWP). The OWP is a required function of the Metropolitan Planning Organization (MPO) and provides a detailed description of the planning activities that will be completed by the MPO and its partners in the fiscal year.

Strategic Plan:

Supports Goal #3 – Enhance the Agency’s Long Term Financial Stability and Fiscal Management.

130

GOODS MOVEMENT

Manager: Annie Nam

Program Objective:

This work program focuses on integrating freight related transportation initiatives into the regional transportation planning process. In FY 2013/14, this work program will involve

continuing efforts to refine and support the implementation of a comprehensive regional goods movement plan and strategy. This strategy includes proposals set forth in the adopted 2012 RTP. Specific initiatives include further assessment of warehousing and transload facilities, commercial border crossing activities, and coordination work with stakeholders for the East-West Freight Corridor. This work program will also involve staff support of MAP-21 implementation initiatives for freight.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

140	TRANSIT AND RAIL PLANNING
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Manager: Philip Law

Program Objective:

Work with the stakeholders through the Regional Transit Technical Advisory Committee to coordinate implementation of the transit and rail recommendations provided in the Adopted 2012 RTP/SCS. Also, staff will continue to support and engage transit and rail operators in corridor and regional planning efforts, and in further refining the transit and rail strategies in preparation for the next RTP Update consistent with the SCAG MOU with the transit operators.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

145	TRANSIT PLANNING GRANT STUDIES & PROGRAMS
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Manager: Philip Law

Program Objective:

Develop transit needs studies and programs that support the SCAG region and increase the human capital resources of the transit industry’s workforce.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

Manager: Jonathan Nadler / Jacob Lieb

Program Objective:

As the MPO for the Region, SCAG is required pursuant to SB 375 to develop a Sustainable Communities Strategy (SCS) for inclusion in the 2012 RTP and must have in place appropriate modeling capabilities and data to support analyses of SCS scenarios and other transportation, land use and socio economic variables.

The SGS planning grant is centered upon policy analysis and planning demonstrations that reinforce the strategies included in the RTP/SCS, including analyzing the impacts of smart growth and creating usable demonstrations and templates for implementation. The awards are given by the Strategic Growth Council and the funds will be administered by Caltrans (modeling) and California Department of Conservation (planning).

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

Manager: Jacob Lieb

Program Objective:

To fund specialized projects with grants and/or local funds contributed by other entities.

Strategic Plan:

Supports Goal #3 – Enhance the Agency’s Long Term Financial Stability and Fiscal Management.

Manager: Naresh Amatya

Program Objective:

Develop new 2040 regional aviation demand forecasts and an updated regional airport ground access element for the 2016 Regional Transportation Plan.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies

260

JARC/NEW FREEDOM PROGRAM ADMINISTRATION

Manager: Bernice Villanueva

Program Objective:

SCAG is the Designated Recipient of Federal Transit Agency (FTA) Job Access and Reverse Commute (JARC) and New Freedom program funds under 49 USC Sections 5316 and 5317, respectfully, for large urbanized areas (UZAs) with populations of 200,000 or more in Riverside and San Bernardino Counties, including Riverside-San Bernardino, Indio-Cathedral City-Palm Springs, Temecula-Murrieta, and Los Angeles-Long Beach-Santa Ana UZAs. As the Designated Recipient, SCAG is responsible for apportioning the county-level allocations of Program Funds and provides technical assistance in determining eligible projects.

As of Fiscal Year 2013, the new two-year transportation authorization, Moving Ahead for Progress in the 21st Century (MAP-21), consolidated certain transit programs and eliminated others. Under MAP-21, the JARC and New Freedom programs have been consolidated as follows:

- The Urbanized Area (5307) program now allows funding to be used for activities that were eligible under the JARC program.
- The Elderly and Disabled Program (5310) merges with the New Freedom Program, and funding formulas are modified in light of new eligibilities and program features.

Due to the consolidation of these two programs, SCAG will continue approving eligible JARC/New Freedom projects until programs funds have been programmed and expended, and current active projects are closed out.

Strategic Plan:

Supports Goal #2 – Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

Manager: Annie Nam

Program Objective:

Develop an implementation plan for value pricing, including build-out of the existing and planned managed network of Express/HOT lanes across Southern California and integration with one or more pilot projects for cordon/area pricing within specific major activity centers.

Strategic Plan:

Supports Goal #1 – Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies.

Manager: Mark Butala

Program Objective:

SCAG administers the U.S. Department of Energy (DOE) Clean Cities Program for the SCAG Clean Cities Coalition, including performing outreach and marketing in support of expanding alternative fuels in the SCAG region through stimulus grant awards of ARRA funds from DOE and funds from the California Energy Commission (CEC).

Strategic Plan:

Supports Goal #4 – Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communications Technologies.

THE GENERAL FUND BUDGET (GF)

What is the General Fund Budget?

The General Fund (GF) has been established to provide support to the Regional Council and its Subcommittees for the costs of stipends; travel; to fund costs not eligible for grant reimbursement (i.e., interest); to provide a source of working capital; to financial program expenditures, which must be paid prior to sending requisitions to certain federal and state grantors; and to authorize establishment of and borrowing from a line of credit. The General Fund is not an available resource to fund project costs otherwise chargeable to grants and/or contracts.

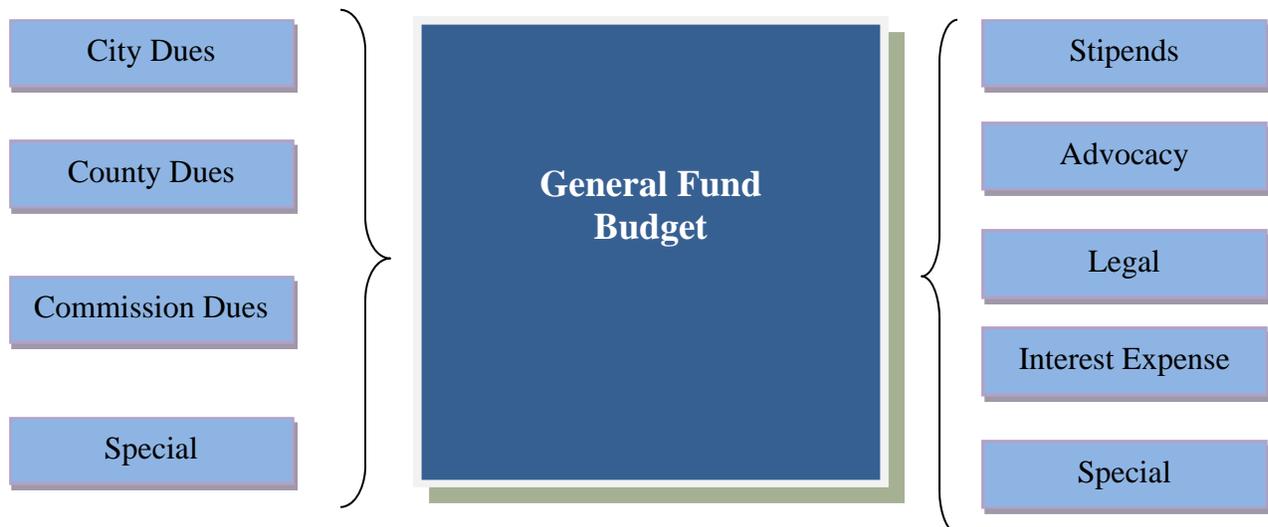
The Regional Council (RC) is responsible to conduct the affairs of the Association pursuant to Article V (A) 4 of the By-Laws. Among other duties, the RC reviews and may revise, amend, increase or decrease the proposed annual GF budget as prepared by the Executive Director. The RC submits the approved GF budget to members of the General Assembly (GA) at least thirty (30) days before the annual meeting for review. After adoption of the budget and the annual assessment schedule by the GA, the RC controls all Association expenditures in accordance with the budget.

Membership Dues Assessments

The By-Laws require the Executive Director to annually submit the GF budget to the RC. Upon its adoption, the GA fixes membership assessment for all members of the Association in amounts sufficient to provide the funds required by the GF budget.

Budget staff prepares a proposed GF budget and submits it to the Chief Financial Officer (CFO) for review. The GF budget is submitted to the CFO in sufficient time to allow the items to be placed on the agendas for approval by the RC and the GA.

Member dues are calculated in accordance with the guidelines of the By-Laws.



General Fund Line Item Budget

		FY12 ACTUAL	FY13 ADOPTED BUDGET	FY14 PROPOSED BUDGET	FY13 ADOPTED TO FY14 PROPOSED INCR (DECR)
REVENUE:	Membership Dues:				
	Counties	291,257	290,942	294,569	3,627
	Cities	1,373,374	1,409,926	1,441,223	31,297
	Commissions	85,000	85,000	85,000	-
	Transportation Corridor Agency	10,000	10,000	10,000	-
	Air Districts	-	25,000	25,000	-
	Sub-total	\$ 1,759,631	\$ 1,820,868	\$ 1,855,792	\$ 34,924
	Interest	46,580	60,000	48,000	(12,000)
	Other	56,098	40,015	40,000	(15)
	General Assembly Sponsorships	194,000	330,000	205,000	(125,000)
	Leasehold Improvements Reimbursement	319,035	695,226	542,106	(153,120)
	Sub-total	\$ 615,713	\$ 1,125,241	\$ 835,106	\$ (290,135)
	Total Revenues	\$ 2,375,344	\$ 2,946,109	\$ 2,690,898	\$ (255,211)
	EXPENDITURES:				
Task .01 Regional Council	Regional Council:				
	Stipends	223,200	175,000	180,000	5,000
	Committee Meetings	48,822	8,237	50,000	41,763
	Other Meeting Expense	90,992	44,400	75,000	30,600
	Professional Services			120,000	120,000
	Travel - Outside	33,827	25,000	37,200	12,200
	Travel - Local	21,341	16,600	20,600	4,000
	Mileage - Local	11,634	13,000	12,000	(1,000)
	Travel > per diem	3,800	2,400	2,500	100
	Miscellaneous Other	24,996	-	-	-
	Staff Time	35,936	31,656	15,869	(15,787)
	Conferences	3,784	-	-	-
	Task sub-total	\$ 498,333	\$ 316,293	\$ 513,169	\$ 196,876
Task .02 Legislative	External Legislative:				
	Federal Lobbyist	-	240,000	240,000	-
	Staff Time	56,911	17,414	15,190	(2,224)
	State Lobbyist	60,186	96,000	84,000	(12,000)
Task sub-total	\$ 117,097	\$ 353,414	\$ 339,190	\$ (14,224)	

General Fund Line Item Budget (Continued...)

		FY12 ACTUAL	FY13 ADOPTED BUDGET	FY14 PROPOSED BUDGET	FY13 ADOPTED TO FY14 PROPOSED INCR (DECR)
Task .03 RHNA	RHNA:				
	Legal Fees	1,798	100,000	25,000	(75,000)
	Professional Services	338	15,000	-	(15,000)
	Staff Time	229,600	94,907	27,325	(67,582)
	Task sub-total	\$ 231,736	\$ 209,907	\$ 52,325	\$ (157,582)
Task .04 Other	Other:				
	SCAG Memberships	98,205	93,000	135,300	42,300
	Capital Outlay		50,000	135,000	85,000
	Staff Time	10,481	11,993	-	(11,993)
	Fees paid to Caltrans		975	975	-
	Other Meeting Expense	21,172	7,000	15,000	8,000
	Miscellaneous Other	111,868	22,000	25,000	3,000
	Contingency		184,140	353,258	169,118
	Professional Services	2,500	-	-	-
	Resource Material/Subscription	3,330	3,330	-	(3,330)
	Travel	9,620	-	-	-
	Travel - Local	77	500	500	-
	Mileage - Local	791	2,000	1,000	(1,000)
	Trvl-Lodge >Per Diem	2,142	1,000	1,000	-
	Bank Fees	12,702	7,500	13,000	5,500
	Sponsorships	52,225	69,650	66,400	(3,250)
	Task sub-total	\$ 325,112	\$ 453,088	\$ 746,433	\$ 293,345
Task .06 GA	General Assembly				
	General Assembly	265,642	330,000	330,000	0
	Mileage			1,000	1,000
	Printing		6,000	6,000	-
	Staff Time	-	9,352	9,144	(208)
	Task sub-total	\$ 265,642	\$ 345,352	\$ 346,144	\$ 792
Task .07 LHI	Leasehold Improvements				
	Leasehold Improvements	38,119	615,382	542,106	(73,276)
	Staff Time	49,000	79,844	-	(79,844)
	Task sub-total	\$ 87,120	\$ 695,226	\$ 542,106	\$ (153,120)
Total for all tasks		\$ 1,525,040	\$ 2,373,280	\$ 2,539,367	\$ 166,087
	Allocated Fringe Benefits	235,076	167,628	47,508	(120,121)
	Allocated Indirect Costs	573,444	405,200	104,023	(301,178)
	Total	\$ 2,333,560	\$ 2,946,109	\$ 2,690,898	\$ (255,211)

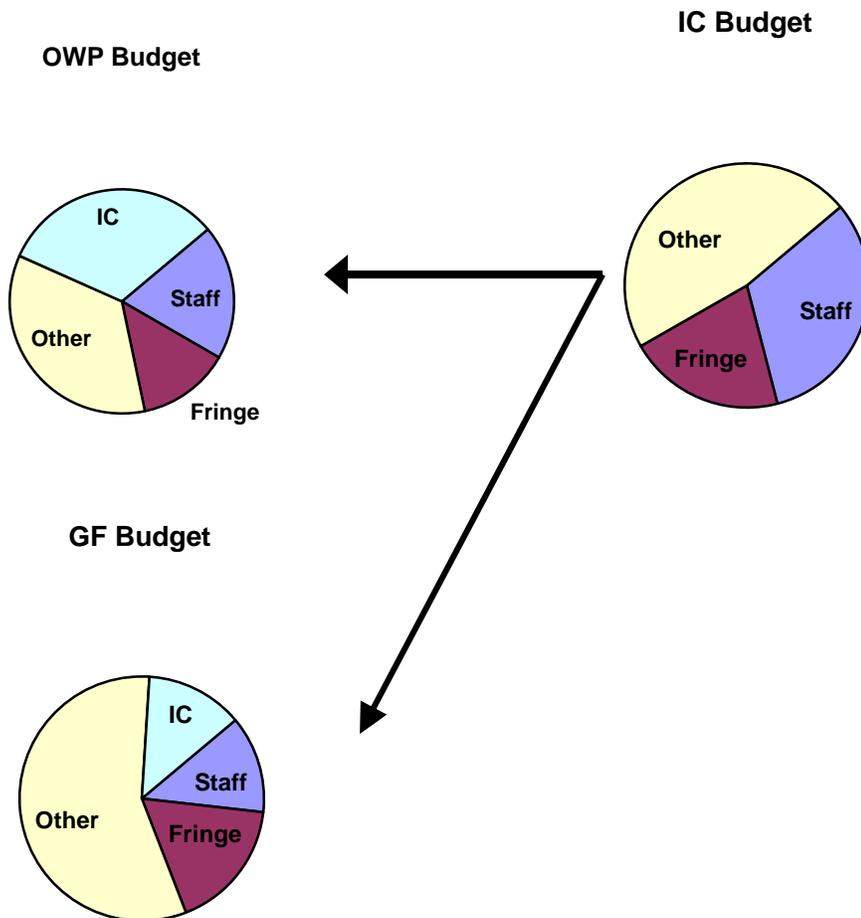
THE INDIRECT COST BUDGET (IC)

What is the Indirect Cost Budget?

The Indirect Cost Budget is established to provide funding for staff salaries, fringes and other non-labor costs that are not attributable to an individual direct program project, except on a pro-rata basis. The funding document is the basis for generating the Indirect Cost Allocation Plan (ICAP) which is forwarded to Caltrans for approval.

How is the Indirect Cost Budget Funded?

An IC rate, approved by Caltrans, is applied to all productive staff salaries and fringe costs. For example, for every \$1,000 of direct salaries and fringe, the IC budget receives \$904.26 (90.43%). A review of the comprehensive line item budget chart on page 9 shows the impact of this concept. Notice that the OWP and General Fund budgets have each allocated funds for indirect costs which represents each budget component's share of funding the Indirect Cost program.



The Indirect Cost Budget

GI Account	Cost Category	FY13	FY14	Incr (Decr)
	Staff	\$ 4,277,609	\$ 3,469,429	\$ (808,180)
54300	SCAG consultant	351,671	117,271	(234,401)
54340	Legal	275,000	150,000	(125,000)
54350	Professional services	766,338	1,498,594	732,256
55210	Software support	419,581	343,305	(76,277)
55220	Hardware support	129,030	98,512	(30,519)
55240	Repair- maintenance	19,684	20,000	316
55400	Office rent 818-office	1,536,000	1,582,877	46,877
55410	Office rent satellite	222,000	220,328	(1,673)
55420	Equipment leases	115,000	117,979	2,979
55430	Equip repair-maintenance	45,244	35,000	(10,244)
55440	Insurance	175,299	220,199	44,900
55441	Payroll / bank fees	15,000	10,000	(5,000)
55460	Materials & equipment <\$5K	180,000	93,600	(86,400)
55510	Office supplies	141,200	130,000	(11,200)
55520	Graphic Supplies	50,000	-	(50,000)
55530	Telephone	165,500	184,800	19,300
55540	Postage	20,000	20,000	-
55550	Delivery services	8,900	8,500	(400)
55600	SCAG memberships	60,000	-	(60,000)
55610	Professional memberships	7,610	1,850	(5,761)
55620	Resource materials	57,855	36,200	(21,655)
55700	Depreciation - furniture & fixture	45,137	43,700	(1,437)
55710	Depreciation - computer	77,723	95,000	17,277
55720	Amortization - lease	7,402	5,300	(2,102)
55800	Recruitment notice	7,000	10,000	3,000
55801	Recruitment - other	30,000	22,000	(8,000)
55810	Public notices	5,000	25,000	20,000
55820	Staff training	160,000	65,000	(95,000)
55830	Conferences/workshops	29,850	25,850	(4,001)
55920	Other meeting expense	51,200	1,200	(50,000)
55930	Miscellaneous other	13,526	13,500	(26)
55950	Temporary help	58,500	23,500	(35,000)
56100	Printing	91,500	7,500	(84,000)
58100	Travel	102,614	91,850	(10,765)
58101	Travel - local	9,186	9,950	764
58110	Mileage	38,404	40,375	1,971
58150	Staff lodging expense	5,334	3,000	(2,334)
58200	Travel-registration	3,000	-	(3,000)
58500	Fleet vehicle	8,200	6,500	(1,700)
	Sub-total	\$ 9,782,097	\$ 8,847,663	\$ (934,435)
50011	Fringe benefits	2,924,749	2,426,729	(498,020)
	Unrecovered overhead	117,031	(141,323)	(258,354)
	Total	\$ 12,823,877	\$ 11,133,069	\$ (1,690,808)

IC Functional Activities

The Indirect Cost budget is spread across several functional areas within the agency. The following chart describes the functional areas.

Group	Area	Functional Activity
Administration	Finance	Finance is responsible for all financial activities of the agency, including accounting, budget & grants, investment policy, contracts, procurement, internal audits, and directing outside audits
	Human Resources	Human Resources is responsible for staff recruitment, employee relations, training, employee benefits, maintaining personnel records, and administration of personnel rules and systems.
	Information Technology	Information Technology supports IT operations, computers for office staff, modeling and GIS capabilities, phone systems, video conferencing and networks as well as Facilities/property management for all of SCAG offices.
Agency-wide Management		The Agency-wide Management section is responsible for the management of Association staff, the Association's budget, and day-to-day operations of the Association's departments. The Executive Director is the official representative of the Association and its policies.
Legal Services		Legal Services is responsible for all internal and external legal affairs of the Association.
Policy, Strategy & Public Affairs	Legislation	This unit is responsible for interfacing with the legislative processes at the federal and state level.
	Regional Services & Public Affairs	The primary responsibility of this unit is to maintain and expand governmental, community and private sector participation in the regional planning work of SCAG. This is done by working with cities and counties, local government officials, community and business interest groups.

THE FRINGE BENEFIT BUDGET (FB)

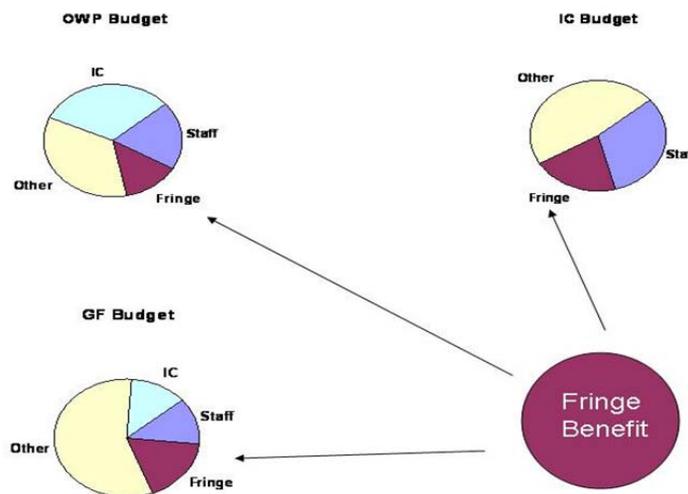
What is the Fringe Benefit Budget?

Fringe benefits (FB) are employee-associated costs such as leave expenses (vacation, holidays, personal floating holidays, sick leave, etc.), health plan expenses, retirement plan expenses, workers' compensation insurance, unemployment insurance, bus/rail/carpool expenses, tuition reimbursement expenses, and deferred compensation expenses. These costs are expressed as a rate for full-time regular staff. The rate is the pooled costs of the fringe benefits divided by the total salaries for full-time regular staff.

To participate in SCAG's fringe benefits program, staff must hold benefits eligible positions as regular, at-will or limited-term positions. Some of these programs provide staff and their families with financial protection if they become ill or disabled. Others are designed to aid them in preparing for retirement or in meeting educational costs they incur for themselves. Others are designed to allow staff and their family's time to recreate and spend time together. Some part-time staff, interns, temporary employees and temporary agency workers are not eligible for SCAG's fringe benefits programs.

The employee-associated costs are related to SCAG's full-time staff to generate a fringe benefits burden rate. The fringe benefits burden is applied to all staff charges in OWP, General Fund and Indirect projects.

A rate is applied to all OWP, GF and IC salaries, e.g., for every \$1,000 of salaries, the FB receives \$703.52 (70.35%).



The Fringe Benefit Budget

GL Account	Line Item	FY13	FY14	INCR (DECR)
60002	Sick leave	297,229	262,498	(34,731)
60004	PFH	208,951	184,535	(24,416)
60003	Holiday	465,716	411,299	(54,417)
60001	Vacation	669,473	591,247	(78,226)
60110	PERS	3,183,865	2,907,778	(276,087)
60120	PARS	65,000	65,000	-
60200	Health insurance - actives	1,375,200	1,276,800	(98,400)
60201	Health insurance - retirees PAYGO	527,000	567,000	40,000
60202	Health insurance - retirees GASB 45	332,000	320,000	(12,000)
60210	Dental insurance	262,276	152,492	(109,784)
60220	Vision insurance	109,370	26,099	(83,271)
60225	Life insurance	100,159	77,139	(23,020)
60240	Medicare tax - employers	194,874	175,157	(19,717)
60245	Social security tax employers	18,245	7,589	(10,656)
60300	Tuition reimbursement	16,416	16,416	-
60310	Bus passes	177,817	127,600	(50,217)
60320	Carpool reimbursement	2,100	2,100	-
60400	Workers compensation	-	69,380	69,380
60405	Unemployment compensation Insurance	35,000	39,000	4,000
60410	Miscellaneous employee benefits	78,999	79,579	580
60415	SCAG 457 match	102,500	113,000	10,500
60450	Benefits administrative fees	7,716	6,842	(874)
		8,229,905	7,478,550	(751,355)

SECTION III - APPENDIX

DESCRIPTION OF SCAG BUDGET LINE ITEMS

Account/Line Item	Description
54300 SCAG Consultant	Outside experts retained to provide special expertise
54330 Sub-regional Consultant	Outside experts retained to provide special expertise to sub-regional agencies
54340 Legal	Outside legal experts retained to provide special expertise
54350 Professional Services	Professional Services
54400 Sub-regional Staff	Sub-regional employees working on SCAG's sub-regional program
55210 Software Support	Fees paid for telephone support and updates of SCAG's high end desktop and network software
55220 Hardware Support	Fees paid for maintenance and repair contracts on SCAG's computer servers
55240 Repair Maintenance	Processes that do not enhance function or extend the useful life of an asset are expensed as repairs
55270 CSC Software Purchases	Purchase of small software packages
5528X 3rd Party Contribution	Like-kind contribution from other agencies that are match for SCAG's grants
55400 Office Rent 818-Offices	Rent paid for SCAG's main office
55410 Office Rent Satellite	Rent paid for SCAG's satellite offices
55420 Equipment Leases	Fees paid for copier, telephone, postage, etc. equipment
55430 Equipment Repairs And Maintenance	Fees paid to outside vendors to repair SCAG owned equipment
55440 Insurance	SCAG's liability insurance

Account/Line Item	Description
55441 Payroll / Bank Fees	Fees paid for payroll processing & bank services
55460 Small Office Purchases	Used to buy capital equipment with unit costs under \$5,000. (do not need to depreciate)
55510 Office Supplies	Routine office supplies and paper for copy machines
55520 Graphic Supplies	Materials used in the production of documents for agency communications, presentations, etc.
55530 Telephone	SCAG's monthly telephone fees paid for both voice and data lines
55540 Postage	Postage and delivery fees
55550 Delivery Services	Cost of outside courier delivery and other non-USPS services
55600 SCAG Memberships	Pays for SCAG to belong to various organizations
55610 Prof. Memberships	Fees paid on behalf of SCAG employees to belong to certain professional organizations
55620 Resource Material/Subscriber	Fees for book purchases., subscriptions and data acquisition
55700 Depreciation Furniture & Fixtures	The general fund buys assets that have a cost greater than \$5,000.00 using account 55730, Capital Outlay. The cost is recovered when depreciation is charged to a grant using this account
55710 Depreciation – Computer	See above
55720 Amortization - Lease	To account for amortization of lease hold improvements.
55730 Capital Outlay	Fixed asset purchases greater than \$5,000. The cost is recovered when depreciation is charged to a grant
55800 Recruitment Advertising	Advertising in certain journals and publications regarding job opportunities at SCAG
55801 Recruitment – Other	Moving expenses and cost of sponsoring foreign employees (visas).
55810 Public Notices	Legal advertising that SCAG must undertake to support certain programs or grants

Account/Line Item	Description
55820 Staff Training	Used to provide access to outside training opportunities or to bring experts for in-house training
55830 Conferences/Workshops	Cost of educational and informational events attended by SCAG staff and elected officials
55910 RC/Committee Meetings	Pays for the food and other expenses associated with hosting RC and committee meetings
55914 RC General Assembly	The by-laws require an annual meeting of the membership. This budget pays for the actual meeting expenses such as meals and conference facilities.
55920 Other Meeting Expense	Pays for other, non-food expenses related to meeting support
55930 Miscellaneous Other	Pays for other, minor expenses not categorized elsewhere
55940 Stipend-RC Meeting	Stipends paid to RC Members for attending meetings
55950 Temporary Help	SCAG occasionally uses employment agencies to provide short term staffing
55970 Interest on Bank LOC	Interest incurred on line of credit drawdowns.
55972 Rapid Pay Fees	Fees charged by the State Controller's to accelerate payment
55980 Contingency	Non-reimbursable project costs
56100 Printing	Pays for outside printing costs of SCAG publications and brochures
58100 Travel	Pays for staff and RC travel on behalf of SCAG projects
58101 Travel – Local	Travel inside the SCAG region
58110 Mileage	Cost of automobile travel at the IRS rate per mile
58150 Staff Lodging Expense	General funds used to pay for staff lodging expenses, under certain conditions, greater than state or federal guidelines.
58200 Travel-Registration Fees	Pays conference and seminar registration fees

Account/Line Item	Description
58450 Fleet Vehicle	Maintenance and repair of SCAG vehicles
58800 RC Sponsorships	General funds allocated to events supported by RC actions.
60110 Retirement-PERS	Pays for employee share of contributions to PERS
60120 Retirement-PARS	SCAG contribution to the supplemental defined benefit retirement plan
60200 Health Insurance	SCAG contribution for employee health insurance
60201 Health Insurance-Retirees PAYGO	Retiree health insurance premiums paid to CalPERS
60202 Health Insurance-Retirees GASB 45	Retiree health insurance premiums paid to the California Employers' Retiree Benefit Trust, as computed by an actuary
60210 Dental Insurance	SCAG contribution for employee dental insurance
60220 Vision Insurance	SCAG contribution for employee vision insurance
60225 Life Insurance	SCAG cost of life insurance for each benefit-eligible employee
60240 Medicare Tax Employer Share	SCAG pays a percentage of 1.45% (of payroll) contribution to Medicare for all employees hired after 1986.
60245 Social Security Tax Employers	Employer's share of social security on wages paid
60300 Tuition Reimbursement	All employees can participate in a tuition reimbursement program for work related classes.
60310 Transit Passes	All employees who utilize public transportation to commute are eligible to be reimbursed up to a specified maximum.
60320 Carpool Reimbursement	Eligible employees who are members of a carpool receive a specified monthly allowance.
60400 Workers Compensation Insurance	This is mandated insurance for employees that provides a benefit if the employee receives a work-related injury.
60405 Unemployment Comp Insurance	Payments for unemployment insurance claims filed by former employees.

Account/Line Item	Description
60410 Miscellaneous Employee Benefits	The cost of SCAG's Employee Assistance Program
60415 SCAG Match-Deferred Comp.	SCAG managers and directors can receive up to \$3,500 of matching funds for 457 Plan deferred compensation contributions.
60450 Benefits – Administrative Fees	These fees pay for third parties who administer SCAG's cafeteria plan.
60500 Automobile Allowance	Allowances payable to executives in accordance with employment contracts.

**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
PROPOSED MEMBERSHIP ASSESSMENT SCHEDULE
FOR THE FISCAL YEAR 2013 - 14**

as of February 15, 2013

	UNINC POP COUNTIES/TOTAL <u>POP CITIES</u>	ASSESSMENTS <u>2013-14</u>
<u>COUNTIES (6)</u>		
IMPERIAL	37,395	6,755
LOS ANGELES	1,062,073	127,334
ORANGE	119,698	35,405
RIVERSIDE	356,633	56,002
SAN BERNARDINO	295,233	50,669
VENTURA	96,589	18,404
	<hr/>	
SUB-TOTAL	1,967,621	294,569
	<hr/>	
<u>CITIES & TRIBES (185)</u>		
ADELANTO	31,066	3,204
AGOURA HILLS	20,413	2,022
ALHAMBRA	83,661	7,773
ALISO VIEJO	48,988	4,763
ANAHEIM	343,793	30,637
APPLE VALLEY	70,033	6,581
ARCADIA	56,546	5,420
ARTESIA	16,594	1,686
AVALON	3,780	436
AZUSA	46,618	4,549
BALDWIN PARK	75,830	7,085
BANNING	29,965	3,098
BARSTOW	23,019	2,252
BEAUMONT	38,851	3,877
BELLFLOWER	76,907	7,192
BELL GARDENS	42,231	4,167
BEVERLY HILLS	34,291	3,479
BIG BEAR LAKE	5,088	543
BLYTHE	20,400	2,022
BRADBURY	1,065	192
BRAWLEY	25,465	2,716
BREA	40,932	4,060
BUENA PARK	81,460	7,574
CALABASAS	23,683	2,313
CALEXICO	39,533	3,938

**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
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FOR THE FISCAL YEAR 2013 - 14**

as of February 15, 2013

	UNINC POP COUNTIES/TOTAL <u>POP CITIES</u>	ASSESSMENTS <u>2013-14</u>
CALIMESA	7,998	803
CALIPATRIA	7,980	788
CAMARILLO	66,407	6,276
CANYON LAKE	10,689	1,182
CARSON	91,828	8,476
CATHEDRAL CITY	51,952	5,023
CERRITOS	49,223	4,778
CHINO	79,171	7,376
CHINO HILLS	75,655	7,070
CLAREMONT	35,300	3,571
COACHELLA	41,904	4,137
COLTON	52,690	5,084
COMMERCE	12,871	1,365
COMPTON	97,058	8,934
CORONA	154,520	14,181
COVINA	48,038	4,671
CUDAHY	23,893	2,328
CULVER CITY	39,004	3,892
CYPRESS	48,273	4,702
DANA POINT	33,667	3,434
DESERT HOT SPRINGS	27,638	2,899
DIAMOND BAR	55,819	5,359
DOWNEY	112,201	10,498
DUARTE	21,411	2,114
EASTVALE	55,602	5,328
EL CENTRO	43,396	4,274
EL MONTE	113,912	10,651
EL SEGUNDO	16,720	1,702
FILLMORE	15,145	1,564
FONTANA	199,898	18,123
FULLERTON	137,481	12,699
GARDEN GROVE	172,648	15,754
GARDENA	59,124	5,634
GLENDALE	192,654	17,496
GLENDORA	50,361	4,885
GRAND TERRACE	12,157	1,304
HAWAIIAN GARDENS	14,303	1,488
HAWTHORNE	85,047	7,895
HEMET	80,089	7,467

**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
PROPOSED MEMBERSHIP ASSESSMENT SCHEDULE
FOR THE FISCAL YEAR 2013 - 14**

as of February 15, 2013

	UNINC POP COUNTIES/TOTAL <u>POP CITIES</u>	ASSESSMENTS <u>2013-14</u>
HERMOSA BEACH	19,574	1,946
HESPERIA	91,033	8,415
HIDDEN HILLS	1,869	268
HIGHLAND	53,664	5,160
HOLTVILLE	6,049	620
HUNTINGTON BEACH	192,524	17,481
HUNTINGTON PARK	58,329	5,573
IMPERIAL	15,353	1,579
INDIAN WELLS	5,035	543
INDIO	78,065	7,284
INDUSTRY	436	131
INGLEWOOD	110,623	10,361
IRVINE	223,729	20,201
IRWINDALE	1,416	222
LA CANADA FLINTRIDGE	20,335	2,022
LA HABRA	60,871	5,787
LA HABRA HEIGHTS	5,352	558
LA MIRADA	48,697	4,732
LA PALMA	15,700	1,610
LA PUENTE	39,987	3,984
LA QUINTA	38,075	3,816
LA VERNE	31,461	3,235
LAGUNA BEACH	22,966	2,252
LAGUNA HILLS	30,618	3,159
LAGUNA NIGUEL	63,691	6,031
LAGUNA WOODS	16,334	1,671
LAKE ELSINORE	53,024	5,114
LAKE FOREST	78,036	7,284
LAKESWOOD	80,378	7,483
LANCASTER	157,826	14,471
LAWDALE	32,887	3,357
LOMA LINDA	23,389	2,282
LOMITA	20,396	2,022
LONG BEACH	464,662	41,149
LOS ALAMITOS	11,557	1,258
LOS ANGELES	3,825,297	333,933
LYNWOOD	69,897	6,581
MALIBU	12,699	1,350
MANHATTAN BEACH	35,239	3,556

**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
PROPOSED MEMBERSHIP ASSESSMENT SCHEDULE
FOR THE FISCAL YEAR 2013 - 14**

as of February 15, 2013

	UNINC POP COUNTIES/TOTAL <u>POP CITIES</u>	ASSESSMENTS <u>2013-14</u>
MENIFEE	80,589	7,513
MISSION VIEJO	94,196	8,690
MONROVIA	36,727	3,693
MONTCLAIR	37,163	3,724
MONTEBELLO	62,857	5,970
MONTEREY PARK	61,153	5,817
MOORPARK	34,826	3,525
MORENO VALLEY	196,495	17,832
MORONGO-MISSION INDIANS	1,109	192
MURRIETA	104,985	9,872
NEEDLES	4,894	528
NEWPORT BEACH	85,990	7,972
NORCO	27,053	2,853
NORWALK	105,714	9,933
OJAI	7,535	757
ONTARIO	166,134	15,189
OXNARD	200,390	18,169
PALM DESERT	49,471	4,794
PALM SPRINGS	45,279	4,442
PALMDALE	153,708	14,119
PALOS VERDES ESTATES	13,516	1,427
PARAMOUNT	54,368	5,221
PASADENA	139,222	12,851
PERRIS	70,180	6,596
PICO RIVERA	63,168	5,985
POMONA	149,950	13,783
PORT HUENEME	21,682	2,129
RANCHO CUCAMONGA	169,498	15,479
RANCHO MIRAGE	17,504	1,778
RANCHO PALOS VERDES	41,897	4,137
PECHANGA BAND OF LUISENO INDIANS	800	176
REDLANDS	69,498	6,535
REDONDO BEACH	67,007	6,321
RIALTO	100,606	9,490
RIVERSIDE	308,511	27,565
ROLLING HILLS	1,875	268
ROLLING HILLS ESTATES	8,097	803
ROSEMEAD	54,172	5,206
SAN BERNARDINO	211,674	19,146

**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
PROPOSED MEMBERSHIP ASSESSMENT SCHEDULE
FOR THE FISCAL YEAR 2013 - 14**

as of February 15, 2013

	UNINC POP COUNTIES/TOTAL <u>POP CITIES</u>	ASSESSMENTS <u>2013-14</u>
SAN BUENAVENTURA	107,166	10,070
SAN CLEMENTE	64,208	6,077
SAN DIMAS	33,499	3,418
SAN FERNANDO	23,752	2,313
SAN GABRIEL	39,926	3,968
SAN JACINTO	44,803	4,396
SAN JUAN CAPISTRANO	35,022	3,541
SAN MARINO	13,195	1,396
SANTA ANA	327,731	29,246
SANTA CLARITA	177,445	16,182
SANTA FE SPRINGS	16,516	1,686
SANTA MONICA	90,223	8,338
SANTA PAULA	29,882	3,098
SEAL BEACH	24,354	2,374
SIERRA MADRE	10,963	1,197
SIGNAL HILL	11,129	1,213
SIMI VALLEY	125,317	11,644
SOUTH EL MONTE	20,190	2,007
SOUTH GATE	94,320	8,705
SOUTH PASADENA	25,725	2,731
STANTON	38,498	3,846
TEMECULA	103,092	9,719
TEMPLE CITY	35,749	3,602
THOUSAND OAKS	128,031	11,873
TORRANCE	146,115	13,447
TUSTIN	76,567	7,162
TWENTYNINE PALMS	25,713	2,731
UPLAND	74,568	6,978
VERNON	120	115
VICTORVILLE	119,059	11,094
VILLA PARK	5,867	604
WALNUT	29,661	3,082
WEST COVINA	106,713	10,025
WEST HOLLYWOOD	34,681	3,510
WESTLAKE VILLAGE	8,300	818
WESTMINSTER	90,677	8,384
WESTMORELAND	2,270	299
WILDOMAR	32,719	3,342
WHITTIER	85,654	7,941

**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
 PROPOSED MEMBERSHIP ASSESSMENT SCHEDULE
 FOR THE FISCAL YEAR 2013 - 14**

as of February 15, 2013

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2013-14
YORBA LINDA	65,777	6,215
YUCCA VALLEY	20,916	2,068
YUCAIPA	52,100	5,023
SUB-TOTAL	15,608,718	1,441,223
GRAND TOTAL-ASSESSMENTS	17,576,339	1,735,792
<u>COMMISSIONS</u>		
SANBAG	2,063,919	25,000
RCTC	2,227,577	25,000
VCTC	832,970	10,000
Transportation Corridor Agency		10,000
OCTA	3,055,792	25,000
Air Districts		25,000
SUB-TOTAL		120,000
TOTAL MEMBERSHIP AND ASSESSMENTS		1,855,792

SCAG Salary Schedule
(Effective 03/07/13)

Classification	Hourly Minimum	Hourly Maximum	Annual Minimum	Midpoint	Annual Maximum
Accountant I	22.82	29.66	47,465.60	54,579.20	61,692.80
Accountant II	24.87	32.33	51,729.60	59,488.00	67,246.40
Accountant III	27.61	35.89	57,428.80	66,040.00	74,651.20
Accounting Systems Analyst	30.59	39.77	63,627.20	73,174.40	82,721.60
Accounting Technician	17.86	23.22	37,148.80	42,723.20	48,297.60
Administrative Assistant	19.43	25.25	40,414.40	46,467.20	52,520.00
Assistant Analyst to the Ex Director	25.46	33.09	52,956.80	60,892.00	68,827.20
Assistant Regional Planner	24.24	31.52	50,419.20	57,990.40	65,561.60
Assistant to the Executive Director	40.89	53.16	85,051.20	97,812.00	110,572.80
Associate Analyst to the Ex Director	30.24	39.31	62,899.20	72,332.00	81,764.80
Associate Regional Planner	28.26	36.74	58,780.80	67,600.00	76,419.20
Budget and Grants Analyst I	25.57	33.24	53,185.60	61,162.40	69,139.20
Budget and Grants Analyst II	29.99	38.99	62,379.20	71,739.20	81,099.20
Chief Counsel/Dir of Legal Services	73.09	95.02	152,027.20	174,834.40	197,641.60
Chief Deputy Executive Director	79.88	103.85	166,160.00	191,084.00	216,008.00
Chief Economic Advisor	38.59	50.17	80,267.20	92,310.40	104,353.60
Chief Financial Officer	69.56	90.43	144,684.80	166,389.60	188,094.40
Chief Information Officer	66.21	86.08	137,716.80	158,381.60	179,046.40
Chief of Research and Forecasting	45.90	59.67	95,472.00	109,792.80	124,113.60
Chief Modeler	45.90	59.67	95,472.00	109,792.80	124,113.60
Clerk of the Board	36.75	47.77	76,440.00	87,900.80	99,361.60
Contracts Administrator I	25.57	33.24	53,185.60	61,162.40	69,139.20
Contracts Administrator II	29.99	38.99	62,379.20	71,739.20	81,099.20
Contracts and Purchasing Assistant	20.75	26.98	43,160.00	49,639.20	56,118.40
Database Administrator	35.04	45.55	72,883.20	83,813.60	94,744.00
Department Manager	45.90	71.24	95,472.00	121,825.60	148,179.20
Deputy Director (division)	60.83	79.08	126,526.40	145,506.40	164,486.40
Deputy Executive Director	76.01	98.82	158,100.80	181,823.20	205,545.60
Deputy Legal Counsel	44.15	57.40	91,832.00	105,612.00	119,392.00
Deputy Legal Counsel II	52.98	68.88	110,198.40	126,734.40	143,270.40
Division Director	66.21	86.08	137,716.80	158,381.60	179,046.40
GIS Analyst	28.00	36.40	58,240.00	66,976.00	75,712.00
Graphics Designer	24.34	31.64	50,627.20	58,219.20	65,811.20
Human Resources Analyst	27.45	35.68	57,096.00	65,655.20	74,214.40
Internal Auditor	54.80	71.24	113,984.00	131,081.60	148,179.20
Lead Accountant	38.59	50.17	80,267.20	92,310.40	104,353.60
Lead Budget & Grants Analyst	36.29	47.17	75,483.20	86,798.40	98,113.60

SCAG Salary Schedule
(Effective 03/07/13)

Classification	Hourly Minimum	Hourly Maximum	Annual Minimum	Midpoint	Annual Maximum
Lead Graphics Designer	28.95	37.63	60,216.00	69,243.20	78,270.40
Lead Operations Technician	26.96	35.05	56,076.80	64,490.40	72,904.00
Lead Programmer Analyst	40.61	52.79	84,468.80	97,136.00	109,803.20
Legislative Analyst I	23.37	30.38	48,609.60	55,900.00	63,190.40
Legislative Analyst II	28.00	36.40	58,240.00	66,976.00	75,712.00
Legislative Analyst III	32.39	42.10	67,371.20	77,469.60	87,568.00
Legislative Analyst IV	36.73	47.75	76,398.40	87,859.20	99,320.00
Management Analyst	29.99	38.99	62,379.20	71,739.20	81,099.20
Member Relations Officer I	23.37	30.38	48,609.60	55,900.00	63,190.40
Member Relations Officer II	28.00	36.40	58,240.00	66,976.00	75,712.00
Member Relations Officer III	32.39	42.10	67,371.20	77,469.60	87,568.00
Member Relations Officer IV	36.73	47.75	76,398.40	87,859.20	99,320.00
Office Assistant	16.75	21.78	34,840.00	40,071.20	45,302.40
Office Services Specialist	16.75	21.78	34,840.00	40,071.20	45,302.40
Operations Technician	16.75	21.78	34,840.00	40,071.20	45,302.40
Operations Technician II	20.11	26.14	41,828.80	48,100.00	54,371.20
Operations Technician III	22.47	29.21	46,737.60	53,747.20	60,756.80
Owner's Proj Mgr, Tenant Imp LT	45.90	71.24	95,472.00	121,825.60	148,179.20
Payroll Specialist	22.82	29.66	47,465.60	54,579.20	61,692.80
Planning Technician	22.75	29.58	47,320.00	54,423.20	61,526.40
Program Manager I	38.22	49.68	79,497.60	91,416.00	103,334.40
Program Manager II	40.89	53.16	85,051.20	97,812.00	110,572.80
Programmer Analyst	30.19	39.25	62,795.20	72,217.60	81,640.00
Public Affairs Specialist I	23.37	30.38	48,609.60	55,900.00	63,190.40
Public Affairs Specialist II	28.00	36.40	58,240.00	66,976.00	75,712.00
Public Affairs Specialist III	32.39	42.10	67,371.20	77,469.60	87,568.00
Public Affairs Specialist IV	36.73	47.75	76,398.40	87,859.20	99,320.00
Receptionist	16.75	21.78	34,840.00	40,071.20	45,302.40
Regional Planner Specialist	35.72	46.43	74,297.60	85,436.00	96,574.40
Senior Accountant	32.47	42.21	67,537.60	77,667.20	87,796.80
Senior Administrative Assistant	22.47	29.21	46,737.60	53,747.20	60,756.80
Senior Analyst to the Ex Director	34.20	44.46	71,136.00	81,806.40	92,476.80
Senior Budget & Grants Analyst	32.99	42.89	68,619.20	78,915.20	89,211.20
Senior Contracts Administrator	32.99	42.89	68,619.20	78,915.20	89,211.20
Senior Economist	34.96	45.45	72,716.80	83,626.40	94,536.00
Senior Graphics Designer	27.44	35.67	57,075.20	65,634.40	74,193.60
Senior Human Resources Analyst	33.44	43.48	69,555.20	79,996.80	90,438.40

SCAG Salary Schedule
(Effective 03/07/13)

Classification	Hourly Minimum	Hourly Maximum	Annual Minimum	Midpoint	Annual Maximum
Senior Management Analyst	32.99	42.89	68,619.20	78,915.20	89,211.20
Senior Operations Technician	24.72	32.13	51,417.60	59,124.00	66,830.40
Senior Programmer Analyst	36.79	47.82	76,523.20	87,994.40	99,465.60
Senior Regional Planner	31.09	40.42	64,667.20	74,370.40	84,073.60
Senior Regional Planner Specialist	38.22	49.68	79,497.60	91,416.00	103,334.40
Transportation Modeler I	23.90	31.07	49,712.00	57,168.80	64,625.60
Transportation Modeler II	28.26	36.74	58,780.80	67,600.00	76,419.20
Transportation Modeler III	33.35	43.36	69,368.00	79,778.40	90,188.80
Transportation Modeler IV	38.22	49.68	79,497.60	91,416.00	103,334.40
Transportation Modeling Prog Mgr	40.89	53.16	85,051.20	97,812.00	110,572.80
Web / Graphic Designer	26.77	34.80	55,681.60	64,032.80	72,384.00

DATE: March 7, 2013

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

FROM: Hon. Paula Lantz, Chair, Community, Economic and Human Development (CEHD) Committee; CEHD Committee Members

SUBJECT: Consider Reconvening the Regional Housing Needs Assessment (RHNA) Subcommittee

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Approve the CEHD Committee recommendation to reconvene the RHNA Subcommittee for six (6) months and fund additional costs (staffing, stipends, mileage, meals, etc.) with General Fund reserves.

EXECUTIVE SUMMARY:

As a follow up to the adoption of the 5th cycle RHNA Plan and the California Department of Housing and Community Development (HCD) Director Linn Warren's presentation to the Regional Council at its January 3, 2013 meeting, SCAG staff provided a follow up to the CEHD Committee to discuss developing a process for RHNA and housing element reform. At its February 7, 2013 meeting, the CEHD Committee discussed potential approaches for SCAG to deliberate and achieve RHNA and housing element reform, and recommended to reconvene the RHNA Subcommittee for six months and fund additional costs with General Fund reserves.

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:

Per Government Code Section 65584, SCAG is required to develop and adopt a RHNA Plan that represents projected household growth for each jurisdiction in the region for a designated planning period. Jurisdictions are required by state housing law to update their respective housing element to demonstrate where they will accommodate their assigned projected household growth.

SCAG completed its 5th RHNA cycle with the adoption of the Final RHNA Allocation Plan by the Regional Council on October 4, 2012 and approval of the Final Allocation Plan by HCD on November 26, 2012. The Final RHNA Allocation Plan was the result of a two-year process involving the work and coordination of HCD, RHNA Subcommittee, CEHD Committee, Regional Council, and local jurisdictions.

During the 5th cycle RHNA process, the RHNA Subcommittee reviewed and provided guidance to SCAG staff that culminated in the adoption of the Final RHNA Plan in October 2012. A number of issues pertaining to the RHNA, housing element process, and the corresponding state law were raised, including:

- Translation of AB 2158 factors into housing need
- Low and very low income households default densities
- Land use density for mixed use projects
- Definition of affordable unit
- Excluding growth on Tribal (Sovereign Nation) lands from jurisdictional RHNA allocation
- Use of Council of Government's growth forecast vs. Department of Finance projections with a 3% margin
- Lack of funding for building affordable units

The RHNA Subcommittee and several CEHD Committee members expressed a desire to reconvene the Subcommittee to review and possibly clarify these issues after the adoption of the Final RHNA Plan. Staff costs to support continuation of the Subcommittee were not included in the FY 2013/14 workplan and the General Fund Budget given that the work relating to the Final RHNA Plan had been concluded. As part of its discussion, the CEHD Committee discussed and reviewed two (2) options suggested by Staff:

- Continue to have CEHD review/discuss the below workplan; or
- Recommend to the Regional Council to continue the RHNA Subcommittee for six months and fund additional costs (staffing, stipends, mileage, meals, etc.) with General Fund reserves.

The proposed workplan follow up includes the following:

1. RHNA Subcommittee, if continued

SCAG staff recommends that the RHNA Subcommittee be reconvened to discuss concerns raised during the 5th RHNA cycle and provide guidance to SCAG staff to address these issues. To better reflect the recommended purview of the Subcommittee, it is also suggested that the Subcommittee be re-titled as the "RHNA and Housing Element Reform Subcommittee." Staff also recommends that the RHNA and Housing Element Reform Subcommittee rank priorities for RHNA and housing element reform.

2. Collaborate with HCD on Administrative Changes to RHNA and Housing Element Processes

At the January 3, 2013 Regional Council meeting, HCD Director Linn Warren described recent administrative changes being implemented by HCD, including a streamlined process for Housing Element updates. Mr. Warren emphasized the importance of the partnership between HCD, local jurisdictions, and COGs such as SCAG, and expressed his appreciation of the working relationship between SCAG staff and HCD to resolve implementation issues. Mr. Warren further indicated that he did not see RHNA legislation being passed in the next session due to other State priorities.

Staff recommends that the RHNA and Housing Element Reform Subcommittee further collaborate with HCD on administrative changes to improve the RHNA and Housing Element update processes. SCAG staff will assist the Subcommittee with facilitating collaborative meetings with HCD to better understand the scope of the administrative changes currently being implemented or in the planning stage by HCD.

3. Pursue Legislative Reform, if Necessary

Based on the effectiveness and scope of the current administrative changes being implemented by HCD and potential future changes, the Subcommittee may recommend future legislative clarifications to the Legislative/Communications & Membership Committee.

After discussion, the CEHD Committee recommended to the Regional Council to reconvene the RHNA Subcommittee for six months and fund additional costs (staffing, stipends, mileage, meals, etc.) with General Fund reserves. It should also be noted that reconvening the RHNA Subcommittee will require the appointment of new members to the Subcommittee to replace the former RHNA Subcommittee members who are no longer with SCAG.

FISCAL IMPACT:

Staff and legal support for the proposed workplan were not included in the FY2013/14 workplan and General Fund Budget. Staff will need to reduce man hours committed to other 2012-2035 RTP implementation activities in order to accommodate the workplan activities. Additional direct costs if the RHNA Subcommittee were to be continued for six months (six meetings) would be \$14,868, which includes the cost for stipends, meals, mileage and parking. These expenditures could be drawn from the General Fund reserves.

ATTACHMENT:

None

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SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
February 7, 2013

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. Glen Becerra, Chair, City of Simi Valley, District 46, at 9:00 a.m. A quorum was present.

Members Present

Hon. Glen Becerra, Simi Valley, President	District 46
Hon. Lisa Bartlett, Dana Point	TCA
Hon. Margaret Finlay, Duarte	District 35
Hon. James Johnson, Long Beach	District 30
Hon. Paula Lantz, Pomona	District 38
Mr. Randall Lewis, Ex-Officio	Lewis Group of Companies
Hon. Larry McCallon, Highland	District 7
Hon. Keith Millhouse, Moorpark	VCTC
Hon. Carl Morehouse, 2 nd Vice-President	District 47
Hon. Kris Murray, Anaheim	District 19
Hon. Pam O'Connor, Santa Monica, Imm. Past President	District 41
Hon. Greg Pettis, Cathedral City, 1st Vice-President	District 2
Hon. Jeff Stone	Riverside County
Hon. Cheryl Viegas-Walker, El Centro	District 1
Hon. Alan Wapner, Ontario	SANBAG
Hon. Dennis Zine, Los Angeles	District 50

Members Not Present

Hon. Judy Mitchell, Rolling Hills Estates	District 40
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CALL TO ORDER & PLEDGE OF ALLEGIANCE

Hon. Glen Becerra, Chair, called the meeting to order at 9:00 a.m.

PUBLIC COMMENT PERIOD

There were no public comments.

REVIEW AND PRIORITIZE AGENDA ITEMS

There was no reprioritization of the agenda.

EXECUTIVE DIRECTOR'S REPORT

Mr. Hasan Ikhata, Executive Director, provided an update of the Fiscal Outlook for federal funding of SCAG's budget for FY13 and FY14. Mr. Ikhata thanked the Executive team who traveled to Sacramento with him to meet with Caltrans and Federal Highway Administration partners. Mr. Ikhata commented that staff will seek approval from the Regional Council later today to adopt a resolution approving Amendment 3 to the FY 2012/13 OWP. The Draft FY 2013/14 budget will be presented at the March 7, 2013 Regional Council meeting.

Mr. Ikhata reported that SCAG submitted an amicus letter in support of the Riverside County Transportation Commission (RCTC) in the CEQA lawsuit challenging RCTC's EIR for the Perris Valley Line (PVL) project. Staff will update the Regional Council of further developments and the court's final decision.

Mr. Ikhata announced the registration for the 2013 Regional Conference and General Assembly is now open. The event will be held on May 2-3, 2013 at the JW Marriott Desert Springs Resort in Palm Desert.

PRESIDENT'S REPORT

Hon. Glen Becerra, Chair, provided an overview of the President's report which was previously distributed. Hon. Becerra expressed his appreciation to Hon. Cheryl Viegas-Walker for chairing the Host Committee for the General Assembly as well as the other committee members for their efforts in seeking sponsorships for a successful conference.

Hon. Becerra reiterated the importance in attending the Sacramento Legislative Reception scheduled for February 20, 2013. The SCAG-led delegation will be attended by State legislators and other key stakeholders. The focused topics will be SCAG's 2013 State and Federal Legislative Priorities. A preliminary schedule of events was distributed. Staff will distribute the final agenda to the attendees next week. All members were encouraged to confirm their attendance with staff as soon as possible.

Hon. Becerra announced that a Joint meeting of the Policy Committees will be held later today regarding the Energy Outlook for 2013. To ensure that there is no appearance of a conflict of interest, Hon. Becerra noted that he asked Hon. Greg Pettis, 1st Vice-President, to preside over the joint meeting.

Hon. Becerra asked Mr. Randall Lewis to provide an overview of the topics discussed at the February 4, 2013 GLUE Council meeting. Mr. Randall stated that the GLUE Council discussed SCAG's legislative priorities and is giving its full support; additionally, the GLUE Council also supports lowering the voter threshold for local tax measures to 55% but does not support split-tax roll legislation. Mr. Lewis commented that the GLUE Council is an opportunity to educate the business community. The EAC members were invited to join the meeting discussions.

Hon. Becerra commented that he requested an update on accomplishments of SCAG's Strategic Plan Mission and Goals at the March 7, 2013 Regional Council meeting.

CONSENT CALENDAR

Approval Items

1. Minutes of the January 3, 2013 Meeting
2. SCAG Sponsorships & Memberships

A motion was made (Viegas-Walker) to approve the Consent Calendar. Motion was seconded (Millhouse) and UNANIMOUSLY APPROVED.

ACTION ITEMS

3. 2013 State and Federal Legislative Priorities

Ms. Sharon Neely, Chief Deputy Executive Director, presented the top three 2013 State and Federal Legislative Priorities which were summarized on page 12 of the EAC agenda. The Legislative/Communications & Membership Committee (LCMC) and the GLUE Council reviewed and recommended the following three (3) state legislative priorities to serve as the message points to state lawmakers at SCAG's Sacramento legislative reception and meetings on Wednesday, February 20, 2013.

1. Project Streamlining & Expediting
2. Financing, Economic Development & Community Reinvestment
3. Equitable Cap & Trade Expenditures for Transportation

Hon. Larry McCallon commented on the Cap-and-Trade segment that was discussed at the Cal/EPA workshop hosted by SCAG on February 5, 2013.

Mr. Hasan Ikhata, Executive Director, expressed his appreciation to Matthew Rodriguez, Secretary, Environmental Protection, Cal/EPA, and other key staff members for their efforts in providing outreach and on-going dialogue for the California Communities Environmental Health Screening Tool (CalEnviroScreen) development process. Mr. Ikhata noted that on behalf of the SCAG President and Regional Council members, a "Thank you" letter to the Cal/EPA executive staff would be sent.

A motion was made (Stone) to approve the 2013 State and Federal legislative priorities. Motion was seconded (Morehouse) and UNANIMOUSLY APPROVED.

4. Support AB 14 (Lowenthal, B.) – State Freight Plan; SB 1 (Steinberg) - Sustainable Communities Investment Authority; SB 33 (Wolk) - Infrastructure Financing Districts

The Legislative/Communications & Membership Committee (LCMC) met on January 15, 2013 and recommended *Support: In Concept* for AB 14 and a *Support* for SB 1 and SB 33 to the Regional Council.

Ms. Sharon A. Neely, Chief Deputy Executive Director, responded to questions regarding the AB 14 (Lowenthal, B.) - State Freight Plan.

A full description was outlined in the EAC agenda and in the Legislative update previously distributed.

A motion was made (Wapner) to recommend Regional Council approval of LCMC's recommendations on AB 14, SB 1 and SB 33. Motion was seconded (Walker) and UNANIMOUSLY APPROVED.

5. Amendment 3 of the Fiscal Year (FY) 2012/13 Overall Work Program (OWP)

Mr. Hasan Ikhata, Executive Director, requested EAC to Adopt Resolution No. 13-546-1 approving Amendment 3 to address the overall budget reduction of \$1.8 million in CPG funds; and to authorize the Executive Director to submit the necessary administrative documentation to the California Department of Transportation (Caltrans).

Debbie Dillon, Deputy Executive Director, Administration, in response to Hon. Paula Lantz's inquiry on the budget reduction's impact on projects stated that projects were not eliminated but were deferred into the next fiscal year.

A motion was made (Stone) to approve staff's recommendation. Motion was seconded (Walker) and UNANIMOUSLY APPROVED.

Receive& File

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

There were no additional discussions or comments made on this item.

A motion was made (Pettis) to receive and file the report. Motion was seconded (Walker) and UNANIMOUSLY APPROVED.

INFORMATION ITEM

7. Voter Approval Threshold for local Tax Measures

Hon. Larry McCallon, LCMC Chair, provided a brief overview of the item and noted that the item was discussed at the LCMC meeting on January 15, 2013. Staff provided additional information responding to Regional Council discussion at the LCMC meeting. He reported that the LCMC recommended supporting lowering the voter threshold to approve local tax measures to 55%. The LCMC also encouraged further discussion at the EAC and Regional Council on the merits of a lower voter threshold for locally proposed tax measures.

Discussion ensued. Hon. James Johnson stated support for inclusion of life-cycle maintenance costs in the local transportation-related tax measures. The EAC members agreed to continue the discussion regarding lowering the voter threshold to the Regional Council meeting today.

CFO MONTHLY FINANCIAL REPORT

There were no additional discussions or comments made on this item.

FUTURE AGENDA ITEMS

There were no future agenda items requested.

ANNOUNCEMENTS

Due to time constraints, announcements were carried over to the Regional Council meeting.

ADJOURNMENT

The meeting adjourned at 10:08 a.m. The next regular meeting of the Executive/Administration Committee will be held on Thursday, March 7, 2013 at the SCAG Los Angeles office.

Approved by:



Joan 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	JAN	FEB	MAR	APRIL	MAY	JUNE
Becerra, Glen, Chair	Simi Valley						X		X				
Bartlett, Lisa	Dana Point			X				X	X				
Finlay, Margaret	Duarte		X					X	X				
Johnson, James	Long Beach		X						X				
Lantz, Paula	Pomona		X					X	X				
Lewis, Randall, Ex Officio	Lewis Op. Corp.					X		X	X				
McCallon, Larry	Highland					X			X				
Millhouse, Keith	VCTC						X	X	X				
Morehouse, Carl, 2nd VP	San Buenaventura						X	X	X				
Mitchell, Judy	Rolling Hills Estates		X										
Murray, Kris	Anaheim			X					X				
O'Connor, Pam, Imm. Past Pres.	Santa Monica		X					X	X				
Pettis, Gregory, 1st VP	Cathedral City				X			X	X				
Stone, Jeff	Riverside County				X			X	X				
Walker-Viegas, Cheryl	El Centro	X						X	X				
Wapner, Alan	Ontario					X		X	X				
Zine, Dennis	Los Angeles		X					X	X				
Totals		1	6	2	2	3	3						

DATE: March 7, 2013

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

FROM: Darin Chidsey; Acting Director, Strategy, Policy & Public Affairs; (213) 236-1836;
chidsey@scag.ca.gov

SUBJECT: SCAG Sponsorships & Memberships

EXECUTIVE DIRECTOR'S APPROVAL



RECOMMENDED ACTION:
Approve.

EXECUTIVE SUMMARY:

The Legislative/Communications & Membership Committee (LCMC) met on February 19, 2013, and recommended approval up to \$13,000 for: 1) University of Southern California Sol Price School of Public Policy – Executive Education Program (\$10,000) sponsorship; and 2) California Contract Cities Association (\$3,000) membership.

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; and Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

BACKGROUND:

Sponsorships

University of Southern California Sol Price School of Public Policy – Executive Education Program (\$10,000)

The Executive Education (EXED) Forum for Policy at the University of Southern California (USC) Sol Price School of Public Policy (Price) offers a broad base of specialized non-degree certificate programs for local and global leaders. The EXED Forum is a suite of programs targeting public sector and other senior, mid-level, and emerging leaders. It is designed to deepen their understanding of substantive policy issues, augment their ability to leverage, increase existing public sector capacity, and foster leadership – all with the purpose of improving public and nonprofit administration and solving public problems. The Forum achieves this by bringing together the world-renowned faculty of USC Price, experienced practitioners and a dynamic curriculum to teach and reach across boundaries.

The EXED Forum offers two programs: 1) Local Leaders Program; and 2) Global Leaders Program. The Local Leaders Program is designed for local elected officials and offers a focused curriculum in ethics, governance, leadership and public policy to promote and enhance commitment to public value and to reach across sectors. The target audience for this program is mayors, council members, supervisors and

REPORT

special district board members. The Local Leaders Program is scheduled for spring, March 8 - 9 2013, at the USC Davidson Conference Center.

SCAG was a supporter of the USC Price EXED Forum in 2011-2012 and is listed on the website as a Strategic/Sponsoring Partner. Several SCAG cities participated in the inaugural session for Local Leaders on May 4 – 5, 2012, including SCAG’s past President Larry McCallon (City of Highland). SCAG staff is recommending a sponsorship in the amount of \$10,000.

Memberships

California Contract Cities Association (\$3,000)

California Contract Cities Association (CCCA) is a network of member cities united for a common cause. The general purpose of CCCA is to serve as a rallying point for cities contracting for municipal services to insure constituents the best service at the minimum cost. Through municipal seminars, education, exchange of ideas and information, the association combines resources to influence policy decisions affecting member cities. The California Contract Cities Association’s Associate Members Program fosters mutually beneficial public/private partnerships, and for many years, member cities have been using public/private partnerships to provide the essential public services that make cities even better for the benefit of their communities. The Associate Members Program formalizes these relationships and provides an open networking platform for businesses, non-profit organizations, member cities’ local elected officials and city decision-makers to collectively conquer the unique challenges facing contract cities.

SCAG staff is recommending a \$3,000 Bronze membership, which will provide SCAG with the following:

- An opportunity to attend monthly CCCA Board of Directors Meetings (meal cost included for one (1) company representative);
- Link to SCAG website in Associate Members Directory on CCCA website;
- Associate Members Program participants’ special recognition during Annual Municipal Seminar (AMS);
- Access to CCCA membership roster and conference registration lists;
- Acknowledgment in all educational seminar program guides; and
- One (1) complimentary full registration at the Annual Municipal Seminar.

FISCAL IMPACT:

Up to \$13,000 (these funds are included in the approved FY 2012/13 budget).

ATTACHMENT:

None.

DATE: March 7, 2013

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

FROM: Basil Panas, Acting Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: Contracts \$200,000 or Greater: Contract Nos. 13-008-C1 and 13-008-C2, SCAG Region Value Pricing Project

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Approve Contract No. 13-008-C1, with AECOM, Inc., in an amount not-to-exceed \$2,436,936, to develop a concept of operations for a possible cordon pricing pilot project for downtown Los Angeles or alternative locations; and approve Contract No. 13-008-C2, with Parsons Brinckerhoff, Inc., in an amount not-to-exceed \$1,859,803, to develop a concept of operations for a Regional Express Lane Network for the SCAG region.

EXECUTIVE SUMMARY:

Staff recommends approval of two (2) contracts, 1. Cordon/Area Pricing Pre-Implementation Assistance; and 2. Regional Express Lane Network Pre-Implementation Assistance.

These contracts resulted from a FHWA Value Pricing Pilot Program grant that Southern California Association of Governments (SCAG), California Department of Transportation (Caltrans), and Los Angeles County Metropolitan Transportation Authority (Metro) received to support the pre-implementation of value pricing projects in the SCAG Region. The overall objective of the Value Pricing Pilot Program is for the FHWA to support State and local governments or other public authorities to establish local value pricing pilot programs and to gather information about the role that various types of value pricing methods can play in improving the efficiency of transportation systems and in dealing with congestion, pollution, energy, and other problems related to automobile use in congested areas.

STRATEGIC PLAN:

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

BACKGROUND:

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

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
AECOM, Inc. (13-008-C1)	The consultant shall develop a concept of operations for a possible cordon pricing pilot project for downtown Los Angeles or alternative locations.	\$2,436,936
Parsons Brinckerhoff, Inc. (13-008-C2)	The consultant shall develop a concept of operations for a Regional Express Lane Network for the SCAG region.	\$1,859,803

REPORT

FISCAL IMPACT:

Funding is available in the FY 2012/13 budget.

ATTACHMENT:

Consultant Contract Nou. 13-008-C1 and 13-008-C2

CONSULTANT CONTRACT 13-008-C1

**Recommended
Consultant:**

AECOM

**Background &
Scope of Work:**

SCAG, California Department of Transportation (Caltrans), and Los Angeles County Metropolitan Transportation Authority (Metro) received a Value Pricing Pilot Program Fiscal Year 2010 Grant Award to support the pre-implementation of value pricing alternatives in the SCAG region. All of the Southern California partners (Federal Highway Administration (FHWA), Caltrans, Metro, the Orange County Transportation Authority (OCTA), the San Bernardino Associated Governments (SANBAG), and the Riverside County Transportation Commission (RCTC)) recognize the tremendous opportunity this award provides to showcase the region's system management philosophy, which is consistent with the goals of the Value Pricing Pilot Program. SCAG has already conducted concept development for congestion pricing options in the recently completed Express Travel Choices Study. This Value Pricing Pilot Program pre-implementation award is anticipated to support continuing planning, preliminary engineering, market research, and outreach work for the following two categories:

Category 1: Cordon/Area Pricing Pre-Implementation Assistance

Category 2: Regional Express Lane Network Pre-Implementation Assistance

The objective of Category 1 is to define specific cordon/area pricing alternatives for downtown Los Angeles (or alternative locations) and the potential pricing and operating rules necessary for consistency with a regional system of express lanes. The objective of Category 2 is to develop a concept of operations for a regional network of express lanes that addresses the operating, design, and policy issues of a regional system. Although the pre-implementation work is broken into two project categories, the goal is to develop an integrated, regional value pricing system.

The consultant for Category 1 shall define specific cordon area pricing alternatives for downtown Los Angeles (or alternative locations) and the potential pricing and operating rules necessary for consistency with a regional system of express lanes.

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

This project is expected to provide a valuable addition to the national dialogue on congestion management strategies. The project's key deliverables include, but are not limited to:

- Developing a technical and policy framework for evaluating the performance of cordon/area pricing alternatives defining technology requirements;
- Developing an investment/financial plan; assessing institutional and legislative requirements; and
- Developing a detailed phasing and implementation plan as well as a concept of operations (CONOPS); preliminary procurement framework documents as appropriate, and design specifications.

Strategic Plan:

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

Contract Amount:	Total not-to-exceed	\$2,436,936
	AECOM (prime consultant)	\$1,731,541
	Caliper (subconsultant)	\$125,000
	Kimley-Horn and Associates (subconsultant)	\$580,395

Contract Period: Notice-to-Proceed through June 30, 2016

Project Number: 265.SCG02125 **\$2,436,936**
 Funding sources: Value Pricing Pilot Program Fiscal Year 2010 Grant Award – FHWA, TDA, and Local.

Request-for-Proposal (RFP): SCAG staff notified 987 firms of the release of RFP 13-008-C1. Staff also advertised the RFP on the American Planning Association’s website, in the Urban Transportation Monitor, the Planning Institute’s website, and posted it on SCAG’s bid management system. A total of 99 firms downloaded the RFP. SCAG received the following five (5) proposals in response to the solicitation:

AECOM (3 subconsultants)	\$2,436,936
D’Artagnan (6 subconsultants)	\$1,584,648
CDM Smith (10 subconsultants)	\$1,939,158
Parsons Brinckerhoff (8 subconsultants)	\$2,108,766
HNTB (9 subconsultants)	\$2,697,477

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 of the offerors.

The PRC consisted of the following individuals:

- Rich Macias, Director of Transportation Planning, SCAG
- Annie Nam, Manager of Goods Movement and Transportation Finance, SCAG
- Warren Whiteaker, Senior Regional Planner, SCAG
- John Yang, District Traffic Manager, Caltrans – District 7

Basis for Selection: The PRC recommends AECOM for the contract award because the consultant:

- Illustrated a clear understanding of the project objectives, addressing key critical issues and the best discussion of the work to be completed. The proposal takes a complex and controversial concept and lays out a pragmatic approach to meeting project objectives;
- Best recognized and identified a strategy for addressing technical analyses challenges including model integration. The proposal emphasized performance measurement right from the beginning, including a strong emphasis on various economic considerations and implications for cordon pricing, particularly on business/industry impacts;
- Recognized the importance of a strategic engagement framework, and included critical team members that have extensive experience addressing similarly complex and controversial initiatives. No other proposer demonstrated similar levels of political insight specific to the region.
- Best highlighted specific outcomes critical for successful project completion, including establishing a framework for a realistic concept of operations.

CONSULTANT CONTRACT 13-008-C2

**Recommended
Consultant:**

Parsons Brinckerhoff, Inc.

**Background &
Scope of Work:**

SCAG, California Department of Transportation (Caltrans), and Los Angeles County Metropolitan Transportation Authority (Metro) received a Value Pricing Pilot Program Fiscal Year 2010 Grant Award to support the pre-implementation of value pricing alternatives in the SCAG region. All of the Southern California partners (Federal Highway Administration (FHWA), Caltrans, Metro, the Orange County Transportation Authority (OCTA), the San Bernardino Associated Governments (SANBAG), and the Riverside County Transportation Commission (RCTC)) recognize the tremendous opportunity this award provides to showcase the region's system management philosophy, consistent with the goals of the Value Pricing Pilot Program. SCAG has already conducted concept development for congestion pricing options in the recently completed Express Travel Choices Study. This Value Pricing Pilot Program pre-implementation award is anticipated to support continuing planning, preliminary engineering, market research, and outreach work for the following two (2) categories:

Category 1: Cordon/Area Pricing Pre-Implementation Assistance

Category 2: Regional Express Lane Network Pre-Implementation Assistance

The consultant for Category 2 shall develop a blueprint for a Regional Express Lane Network that integrates express lane facilities into a regional system with consistent or compatible operating, design, and policy rules.

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

This project is expected to provide a valuable addition to the national dialogue on congestion management strategies. The project's key deliverables include, but are not limited to:

- Building on previous corridor planning efforts to define a regional network;
- Evaluating the performance of regional network alternatives;
- Defining consistent technology and policy requirements across express lane corridors (taking into account different vehicle occupancy and pricing considerations);
- Developing a regional investment/financial plan as may be appropriate; assessing institutional and governance arrangements for administering pricing (including toll collection, enforcement, debt issuance, and operational issues) across multiple agencies; and
- Developing a concept of operations (CONOPS) for a regional network.

Strategic Plan:

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

Contract Amount:	Total not-to-exceed	\$1,859,803
	Parsons Brinckerhoff, Inc. (prime consultant)	\$1,259,952
	ECONorthwest (subconsultant)	\$224,324
	RBF Consulting (subconsultant)	\$123,752
	Redhill Group, Inc. (subconsultant)	\$185,369
	UCLA Institute of Transportation Studies (subconsultant)	\$66,406

Contract Period: Notice-to-Proceed through June 30, 2016

Project Number: 265.SCG02125 \$1,859,803
 Funding sources: Value Pricing Pilot Program Fiscal Year 2010 Grant Award – FHWA, TDA, and Local.

Request-for-Proposal (RFP): SCAG staff notified 987 firms of the release of RFP 13-008-C1. Staff also advertised the RFP on the American Planning Association’s website, in the Urban Transportation Monitor, the Planning Institute’s website, and posted it on SCAG’s bid management system. A total of 99 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:

Parsons Brinckerhoff, Inc.(6 subconsultants)	\$1,859,803
AECOM (3 subconsultants)	\$1,945,061
HNTB (9 subconsultants)	\$1,985,845
CDM Smith (10 subconsultants)	\$2,058,575

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 of the offerors.

The PRC consisted of the following individuals:

- Barry Engelberg, Manager of Regional Initiatives, OCTA
- Monica Kress, Supervising Engineer, Caltrans
- Annie Nam, Manager of Goods Movement and Transportation Finance, SCAG
- Steve Smith, Chief of Planning, SANBAG
- John Standiford, Deputy Executive Director, RCTC
- Warren Whiteaker, Senior Regional Planner, SCAG
- John Yang, District Traffic Manager, Caltrans – District 7

Basis for Selection: The PRC recommends Parsons Brinckerhoff for the contract award because the consultant:

- Proposed the lowest cost;
- Provided a project team which includes nationally recognized functional experts who have developed similar concepts of operations for major metropolitan areas, including the San Francisco Bay Area Express Lane Network. Other proposers did not include a project manager with the degree of Express Lane expertise and in depth knowledge of regional issues;

- Provided a thoughtful, insightful, and clear discussion of the work completed, addressing all key critical issues pertinent to developing a concept of operations plan for Express Lanes;
- Demonstrated the most comprehensive understanding of the dynamics of the SCAG region and ability to address the complex issues and dynamic nature of the project. The project manager has extensive experience with each of the applicable county transportation commissions and has a well-established understanding of the underlying objectives for each county; and
- Provided a project team that has extensive experience with the SCAG regional travel demand model for similar efforts.

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DATE: March 7, 2013

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

FROM: Basil Panas, Acting Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: California Department of Transportation (Caltrans) FY 2013-2014 Transportation Planning Grants

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Recommend that the Regional Council approve Resolution No. 13-547-1.

EXECUTIVE SUMMARY:

On an annual basis, Caltrans solicits grant funding applications statewide from Metropolitan Planning Organizations (MPO), other local governments and non-profit entities engaged in regional planning activities. For many of the grant opportunities, SCAG as the MPO for this region must be the applicant with cities, counties, public agencies, non-profits, universities, Council of Governments (COG) and Native American Tribal Governments as sub-recipients. Exhibit A (Attachment 2) reflects the applications recommended for submittal to Caltrans for Fiscal Year (FY) 2013-2014.

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:

Each year, Caltrans solicits applications for the following categories of transportation planning grants:

- Community-Based Transportation Planning: To fund coordinated transportation and land use planning that promotes public engagement, livable communities, and a sustainable transportation system, which includes mobility, access, and safety. (Fund Source: State Highway Account; \$3,000,000 available statewide; grant cap \$300,000)
- Environmental Justice: To promote community involvement in planning to improve mobility, access, and safety while promoting economic opportunity, equity, environmental protection, and affordable housing for low-income, minority, and Native American communities. (Fund Source: State Highway Account; \$3,000,000 available statewide; grant cap \$250,000)
- Partnership Planning: To fund transportation planning studies of multi-regional and statewide significance in partnership with Caltrans. (Fund Source: Federal Highway Administration - State Planning and Research, Part 1; \$1,200,000 available statewide; grant cap \$300,000)
- Statewide or Urban Transit Planning Studies: To fund studies on transit issues having statewide or multi-regional significance to assist in reducing congestion. (Fund Source: Federal Transit Administration – Section 5304; \$1,500,000 available statewide; grant cap \$300,000)
- Rural or Small Urban Transit Planning Studies: To fund public transportation planning studies in rural or small urban areas of California, transit service area with population of 100,000 or less. (Fund Source: Federal Transit Administration – Section 5304; \$900,000 available statewide; grant cap \$100,000)

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- Transit Planning Student Internships: To fund student internship opportunities in transit planning at public transit agencies. (Fund Source: Federal Transit Administration – Section 5304; \$300,000 available statewide; grant cap \$50,000)

SCAG staff received applications submitted by eligible sub-recipients in four of these categories and reviewed them for completeness and compliance with Caltrans requirements.

Attached is Exhibit A, the list of the project applications recommended for submittal to Caltrans. The listing includes the project name, grant category and amount, required match, and the Sub-Recipient information. Caltrans anticipates awarding projects by February 2014, upon approval of State Budget.

FISCAL IMPACT:

The combined grant program will authorize SCAG to receive approximately \$2,688,132 of funding that will be passed through to the identified Sub-Recipients. All Sub-Recipients are providing a total cash match of \$275,400 and an In-Kind Match of \$310,799.

ATTACHMENTS:

- 1) Proposed Resolution No. 13-547-1
- 2) Exhibit A: FY 2013/2014 Caltrans Transportation Planning Grant Applications List



ASSOCIATION OF GOVERNMENTS

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Human Development

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Cheryl Viegas-Walker, El Centro

Transportation

Keith Millhouse, Ventura County

Transportation Commission

RESOLUTION NO 13-547-1

OF THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION

WHEREAS, the Southern California Association of Governments (“SCAG”) which is the Metropolitan Planning Organization (MPO), pursuant to 23 U.S.C. 134 et seq. and 49 U.S.C. 5303 et seq. for the six counties: Los Angeles, Orange, San Bernardino, Riverside, Ventura and Imperial; and

WHEREAS, Southern California Association of Governments is eligible to receive Federal and/or State funding for certain transportation planning related activities, through the California Department of Transportation; and

WHEREAS, a Fund Transfer Agreement is required to be executed with the California Department of Transportation before such funds can be claimed through the Transportation Planning Grant Programs; and

WHEREAS, the Regional Council of Southern California Association of Governments wishes to delegate authorization to execute these agreements and any amendments thereto.

NOW, THEREFORE, BE IT RESOLVED by the Regional Council of Southern California Association of Governments to authorize the Executive Director or his designee to execute all Fund Transfer Agreements and any amendments thereto with the California Department of Transportation, and to implement the funds through SCAG’s Overall Work Program (OWP).

APPROVED AND ADOPTED by the Regional Council of the Southern California Association of Governments at a regular meeting this 7th day of March 2013.

[Signatures on Following Page]

Glen Becerra
President, SCAG
Councilmember, Simi Valley

Attested by:

Hasan Ikhata
Executive Director

Approved as to Form:

Joann Africa
Chief Counsel

FY 2013/2014 Caltrans Transportation Planning Grant Applications List

Sub Recipient No. 1	Sub Recipient No. 2	Caltrans District No.	Project Title	Project Description	Grant Category	Cash Match	In-Kind Match	Grant Funds	Total Project Cost
USC	N/A	7	Health Co-Benefits and Environmental Justice Implications of SB 375 Planning Scenarios in the Southern California Association of Governments (SCAG) Region	The project examines and assesses the health co-benefits of SCAG alternative transportation and urban planning scenarios to reduce greenhouse gas emissions in where mobility, access, and safety take a key role promoting equity, environmental protection, and economic opportunity. The project will provide detailed information about the distribution of health benefits under different SCAG scenarios to residential areas low income and high proportions of ethnic and racial minorities. Key stakeholders will be outreached to be included in the process and discussion.	Environmental Justice (EJ)	\$ 25,000	\$ 5,000	\$ 250,000	\$ 280,000
City of Riverside	N/A	8	City of Riverside Street Car Feasibility Analysis	This project – entitled RIVERSIDE RECONNECTS – will result in alternative alignments, real estate value capture and project feasibility analyses, a financing strategy, and an implementation program for a street car line that links together City of Riverside neighborhoods, business districts, schools, hospitals, colleges and universities, major shopping and employment centers, and commuter rail and bus nodes – serving more than 200,000 people (i.e., 70,000 college students, 88,000 residents, and 57,000 employees) within a 10-minute walk to the street car line.	Statewide or Urban Transit Planning Studies	\$ 5,000	\$ 35,000	\$ 300,000	\$ 340,000
City of Barstow	N/A	8	Lenwood Outlet Center Traffic Planning Study	The Lenwood Outlet Center area in Barstow, California serves as a significant transit location for travelers between Los Angeles and Las Vegas. Currently, more than 80 million people and 19 million vehicles pass through the Lenwood Outlet Center each year. In addition, a proposed Indian Gaming Casino is currently in the permitting process to located in the Lenwood Outlet Center area. This proposed project is estimated to cost \$200 million and create over 1,000 permanent full-time jobs. Given the significance of the Lenwood Outlet Center area and the proposed projects at that location, the existing traffic congestion problems will only be exacerbated unless additional public transportation and infrastructure improvements are made. Currently, weekends and travel holidays, it is common for the Interstate 15 to be backed-up for miles due to the traffic congestion at the Lenwood Outlet Center area. In order to determine the best way to alleviate the current and future traffic congestion problems at the Lenwood Outlet Center area, this grant application is being submitted to seek funding to conduct a formal traffic planning study. If the grant application is funded, the project will involve conducting an analysis of existing conditions and determining the best way to install needed infrastructure and transit improvements to alleviate current and future traffic congestion issues.	Statewide or Urban Transit Planning Studies	\$ 50,000	\$ 10,000	\$ 200,000	\$ 260,000
Ventura County Transportation Commission	N/A	7	Development of a Regional Transit Coordination & Consolidation Plan for Eastern Ventura County	The project will prepare working papers and a plan to coordinate and consolidate transit and paratransit services in eastern Ventura County. These items will provide a blueprint for coordinating service in the short term and a consolidation framework for the long term.	Statewide or Urban Transit Planning Studies	\$ 15,000	\$ -	\$ 100,000	\$ 115,000
Ventura County Transportation Commission	City of Thousand Oaks	7	Preparation of a Transit Master Plan for Thousand Oaks Transit	The project will prepare a Transit Master Plan for the City of Thousand Oaks and adjacent vicinity. The plan will provide a vision for transit operations and capital which includes short and long-term goals, policies, implementation strategies, and funding mechanisms.	Statewide or Urban Transit Planning Studies	\$ 30,000	\$ -	\$ 150,000	\$ 180,000
Riverside Transit Agency (RTA)	N/A	8	First and Last Mile Strategic Mobility Assessment Plan	RTA is proposing a First and Last Mile Strategic Mobility Assessment Plan to identify cost-effective improvements that will enhance mobility and solve "first- and last-mile" barriers for commuters who could potentially take transit but whose origin or destination cannot be conveniently accessed from the nearest transit facility due to distance, terrain, or real/perceived safety issues. Accessibility issues around major transit stops will be analyzed and strategies may include motorized and non-motorized solutions.	Statewide or Urban Transit Planning Studies	\$ 23,400	\$ -	\$ 171,600	\$ 195,000
San Bernardino Associated Governments (SANBAG)	N/A	8	Creating a Vision and Implementation Strategy for Sustainability in the San Bernardino Metrolink Corridor	SANBAG is seeking \$300,000 from Caltrans to fund the Metrolink corridor land use/rail study to implement 2012 SCAG Regional Transportation Plan/Sustainability Communities Strategy (RTP/SCS). The project would create an integrated regional rail/land use vision for the San Bernardino Metrolink Line and determine what is needed to enhance the current LA-focused Metrolink commuter rail service. This will enable jurisdictions and property owners with transit station areas along the corridor to make investments in transit-supportive land uses that will grow Metrolink ridership in the corridor and reduce auto travel.	Statewide or Urban Transit Planning Studies	\$ 100,000	\$ 100,000	\$ 300,000	\$ 500,000
SCRRRA (Metrolink)	N/A	7	Strategic Allocation Decision-Making Software for Metrolink Strategic Plan	The project would fund the planning process for, and the ultimate procurement of, decision-making software to support Metrolink strategic planning. The software will help synthesize quantitative and qualitative information from multiple stakeholders, including the five funding agencies, to help achieve buy-in for strategic trade-off and allocation decisions about investments in Metrolink commuter rail service. The software will initially be used as a centerpiece in the Metrolink Strategic Plan development process. Other applications include connectivity planning for high speed rail in Southern California, planning for improved seamless transit throughout the region and, of course, regular updates to the Metrolink Strategic Plan.	Statewide or Urban Transit Planning Studies	\$ -	\$ 28,868	\$ 300,000	\$ 328,868
City of Pasadena	N/A	7	Pasadena Transit Division Student Intern Project	The City of Pasadena Department of Transportation Transit Division, will partner with local colleges to select college students to intern with the Transit Division to gain knowledge and experience in the field of transit management and operations. The experience will focus specifically on planning and operations of the fixed route Pasadena Area Rapid Transit System (ARTS) and Dial-A-Ride transit demand response.	Transit Planning Student Internships	\$ -	\$ 5,735	\$ 44,265	\$ 50,000
Omnitrans	N/A	8	Omnitrans Transit Planning and Development Services Internship	Omnitrans is seeking \$48,000 from Caltrans to expand its Transit Planning and Development Services Internship Program. This internship will provide local college students with the opportunity to learn about transit planning while gaining invaluable real-world experience.	Transit Planning Student Internships	\$ 7,000	\$ -	\$ 48,000	\$ 55,000
Gold Coast Transit	N/A	7	Gold Coast Transit Internship	Two interns will assist Gold Coast Transit with a variety of tasks. The program is intended to provide Gold Coast Transit with additional resources while providing hands-on experience to students. Gold Coast Transit is an excellent learning environment for students to develop workplace readiness skills.	Transit Planning Student Internships	\$ -	\$ 4,129	\$ 36,000	\$ 40,129
OCTA	Metro	7	Economic Impact Study of Active Transportation in the SCAG Region	SCAG and the participating County Transportation Commissions are seeking to conduct a study and prepare a report on the economic impacts of bicycling and walking on the region's economy in a typical year (job creation, economic output, mobility, disposable income, tourism, and how infrastructure will improve economic activity).	Partnership Planning Grant	\$ -	\$ 60,000	\$ 300,000	\$ 360,000
Multicultural Communities for Mobility		7	Economic Impact Study of Active Transportation in the SCAG Region	SCAG and the Multicultural Communities for Mobility are proposing to study immigrant and low-income active transportation travel behavior. The study will result in the development of active transportation priority zones.	Partnership Planning Grant	\$ 20,000	\$ 6,667	\$ 266,667	\$ 293,334
City of Redondo Beach	Cities of Manhattan Beach and Hermosa Beach	7	Living Streets Design Manual Customization and Aviation Boulevard Living Streets Design and Parking/Traffic Impact Study	The Project would assist the Cities of Redondo, Manhattan, and Hermosa Beach in customizing the Living Streets Design Manual, creating a Living Streets conceptual design for a major transportation corridor through the three cities, and conduct parking impact studies to assess the conceptual design alternatives.	Partnership Planning Program	\$ -	\$ 55,400	\$ 221,600	\$ 277,000
TOTALS						\$275,400	\$310,799	\$2,688,132	\$3,274,331

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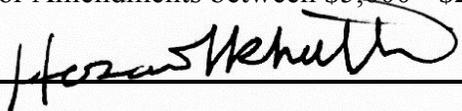
REPORT

DATE: March 7, 2013

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

FROM: Basil Panas, Acting Chief Financial Officer, (213) 236-1817, panas@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 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. Infogroup (13-012-C1)	The consultant shall provide SCAG a consumer database for the development of small area (census tract and transportation zone) demographic estimates and forecasts.	\$65,000
2. AECOM (13-024-C2)	The consultant shall provide transportation modeling and air quality related professional services to support SCAG's modeling and conformity functions as the need arises.	\$28,974
3. Kostas Goulias, Research and Consulting (13-025-C1)	The consultant shall provide SCAG with technical and general survey expertise to assist SCAG staff with reviewing and monitoring survey results from two (2) different survey projects.	\$28,000
4. M.E. Consulting Services (13-024-C1)	The consultant shall provide emission modeling software support and Trip Master Database programming to support SCAG's modeling and conformity functions as the need arises.	\$19,040

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>
Standard Insurance Company	Insurance Premium	\$48,001
Mobility Advancement Group	Mobility 21 Annual Membership	\$25,000
Conferencing Advisors, Inc.	Video Conference System Purchase	\$18,081
ARB Haagen-Smit C/o CSULB CITT	SCAG Sponsorship	\$10,000

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

<u>Consultant/Contract #</u>	<u>Amendment's Purpose</u>	<u>Amendment Amount</u>
LSA Associates, Inc. 12-029-C1	The purpose of this amendment is to add funding to enable the consultant to conduct the required additional technical analysis.	\$12,300

FISCAL IMPACT:

Funding is available in the FY 2012/13 budget.

ATTACHMENT:

Contract and Amendment Summaries

CONTRACT 13-012-C1

Recommended Consultant: Infogroup

Background & Scope of Work: The purpose of this project is to provide SCAG with a consumer database for use in the development of small area (census tract and transportation zone) demographic estimates and forecasts. The associated data will also be used for demographics analysis and as an input for SCAG's Integrated Transportation Land Use Model. Furthermore, the data will serve as a primary input to SCAG's Travel Demand Model and for the production of local profiles for the 197 jurisdictions within the region.

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

- Socioeconomic data for the 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy and data that staff will use to conduct research on the behavior of residents in the region, as well as to support the planning activities of the agency; and
- Information that can be shared with SCAG's member cities to assist with their local planning activities.

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** **\$65,000**
Infogroup (prime consultant)

Note: Infogroup originally proposed \$68,000, but staff negotiated the price down to \$65,000 without reducing the scope of work.

Contract Period: January 23, 2013 through February 15, 2013

Project Number: 13-055.0704.02 \$65,000
Funding sources: Consolidated Planning Grant – FHWA

Request-for-Quote (RFQ): SCAG staff notified 1,422 firms of the release of RFQ 13-012-C1 and posted it on SCAG's bid management system. A total of 92 firms downloaded the RFQ. SCAG received the following four (4) bids in response to the solicitation:

Infogroup (no subconsultants)	\$68,000
Database USA (no subconsultants)	\$35,000
CoreLogic (no subconsultants)	\$155,000
GCS Research (no subconsultants)	\$172,625

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

The PRC consisted of the following individuals:
Javier Minjares, Regional Planner Specialist, SCAG
Sungbin Cho, Transportation Modeler, SCAG
Cheol-Ho Lee, Senior Regional Planner, SCAG
Ying Zhou, Regional Planning Specialist, SCAG

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

- Demonstrated a complete understanding of the Scope of Work (SOW) and was able to meet the required elements requested in the SOW. They provided better counts, more populated data cells (less missing data), higher quality Geocoding (assignment of housing units and residents) to parcels. Furthermore, the PRC determined that the lowest bidder's quote was non-responsive because they did not provide acceptable data. For example, the number of records they identified in their proposal was significantly higher than the population count from the 2010 Census. The location of the individuals in a household is extremely important for assigning the information to cities, Subregions or traffic analysis zones. The accuracy of the data (location provided) was such that it would have required staff numerous hours to manipulate into a more accurate format; and
- Provided an effective approach by being able to provide more accurate data in terms of coverage, counts, and explanation of the data elements and how they compile the information.

CONSULTANT CONTRACT 13-024-C2

Recommended Consultant:

AECOM

Background & Scope of Work:

The development, maintenance and application of SCAG's travel demand and emissions models are complex and often require consultant support for a quick turnaround of unforeseen modeling tasks. Thus, the purpose of this project is to obtain transportation modeling and air quality related professional services to support SCAG's modeling and conformity functions as the need arises. The objective is to establish pre-qualified consultants to provide modeling and air quality services to SCAG on an as needed basis.

Project's Benefits & Key Deliverables:

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

- Providing software and programming support to update modeling software and other associated programs;
- Implementing new versions of the Emission Factors Air Quality Model (EMFAC);
- Applying software programs to import and reformat Metro's Trip Master Database for use in SCAG's model; and
- Assembling and analyzing transit data needed for model development purposes and model validation in support of the upcoming 2016 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 and Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies.

Contract Amount:

Total not-to-exceed \$28,974

AECOM (prime consultant)

Note: AECOM shall perform RFP Task 2, Air Quality Software and Programming Support. Also note, AECOM originally proposed \$38,970, but staff negotiated the price down to \$28,974 without reducing the scope of work.

Contract Period:

February 8, 2013 through June 30, 2013

Work Element:

13-070.SCG00130.10 \$28,974

Funding sources: Consolidated Planning Grant – FHWA and FTA

Request-for-Proposal (RFP):

SCAG staff notified 1,049 firms of the release of RFP 13-024, and posted it on SCAG's bid management system. A total of 41 firms downloaded the RFP. SCAG received the following two (2) proposals in response to the solicitation:

AECOM (no subconsultants) \$38,970

M.E. Consulting Services (no subconsultants) \$19,500

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 both proposers.

The PRC consisted of the following individuals:

Tim Byrne, Chief of Planning, San Bernardino Associated Governments

Hsi-hwa Hu, Modeler IV, SCAG

Mike Ainsworth, Transportation Modeling Program Manager, SCAG

Basis for Selection: The PRC determined that SCAG could capitalize on the extensive experience and qualifications of the both firms that submitted proposals on RFP 13-024 and obtain a better work product by splitting the contract award between the two (2) firms. Accordingly, the PRC split the contract award between the firms because it was in SCAG's best interest. The PRC determined that M.E. Consulting's experience and qualifications were best suited for RFP Task Nos. 1 and 3, Emission Modeling Software Support and Trip Master Database Update, respectively (see separate EAC/RC staff report for M.E. Consulting); and that AECOM's experience and qualifications were best suited for RFP Task No. 2, Transit Level of Service.

The PRC based its decision on the following factors that both consultants demonstrated:

- Excellent technical approach and demonstrated a clear understanding of the proposed work tasks;
- Outstanding technical capabilities necessary to complete their assigned tasks;
- Excellent knowledge and previous work experience related to the specific work tasks, including experience using SCAG's models and demonstrated understanding of SCAG's technical processes;
- Excellent understanding of State and Federal regulations regarding modeling and air quality; and
- Availability of key staff members to complete the project in a timely manner.

CONSULTANT CONTRACT 13-025-C1

Recommended Consultant:

Kostas Goulias, Research and Consulting

Background & Scope of Work:

The California Department of Transportation (Caltrans), Metropolitan Planning Organizations (MPOs), and Regional Transportation Planning Agencies (RTPA's) have combined their travel survey projects to perform a unified travel survey for 2010. To assist in this effort, Caltrans and SCAG have both hired consultants to develop and conduct what is known as the California Household Travel Survey (CHTS). Caltrans hired Nustats Inc. to perform its main CHTS survey, which primarily focuses on performing what is known as the Core Survey. SCAG hired Abt-SRBI Inc., to perform a survey that will supplement Caltrans' project. SCAG's project is known as the Augment Survey, and it primarily focuses on gathering specific travel information needed to develop SCAG's next generation models.

For contract 13-025-C1, Kostas Goulias, Research and Consulting shall provide SCAG with technical and general survey expertise to help ensure that the overall CHTS effort is a success. The objectives of contract 13-025-C1 are to:

1. Help ensure that Caltrans' and SCAG's survey projects are well coordinated and consistent; and
2. Assist SCAG staff with reviewing and monitoring survey results from the two (2) previously mentioned survey projects, to help ensure all products meet quality assurance standards.

Project's Benefits & Key Deliverables:

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

1. Coordinating the two survey efforts, including identifying and resolving potential issues and inconsistencies to ensure that the final survey data base is unified and comprehensive;
2. Implementing data checking and quality control procedures to monitor and review CHTS data deliverables for accuracy and completeness; and
3. Reviewing and synthesizing the survey analysis and data expansion efforts of NUSTATS and Abt-SRBI with the goal of having one combined survey database at the end of the survey process.

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 2; Develop, maintain and enhance data and information to support planning and decision making in a timely and effective manner.

Contract Amount:

Total not-to-exceed

\$28,000

Kostas Goulias, Research and Consulting (prime consultant)

Note: Consultant originally proposed \$32,000, but staff negotiated the price down to \$28,000 without reducing the scope.

Contract Period:

February 8, 2013 through June 30, 2013

Work Element: 13-070.SCG00131.06 \$28,000
Funding sources: Consolidated Planning Grant – FTA and TDA

Request-for-Proposal (RFP): SCAG staff notified 1,130 firms of the release of RFP 13-025-C1, and posted it on SCAG’s bid management system. A total of 59 firms downloaded the RFP. SCAG received the following proposal in response to the solicitation:

Kostas Goulias, Research and Consulting (no subconsultants) \$32,000

After receiving only one proposal, staff surveyed 58 firms that downloaded the RFP to determine why each did not submit a proposal. 17 firms responded to staff’s inquiry, which disclosed that the main reason these firms did not respond to the RFP was their lack of adequate resources to perform the work.

Selection Process: The Proposal Review Committee (PRC) evaluated the proposal in accordance with the criteria set forth in the RFP, and the PRC conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. The PRC consisted of the following individuals:

Tony Van Haagen, Senior Transportation Planner, Caltrans District 7
Tim Byrne, Chief of Planning, San Bernardino Associated Governments
Hsi-hwa Hu, Modeler IV, SCAG
Mike Ainsworth, Transportation Modeling Program Manager, SCAG

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

- Demonstrated an excellent overall understanding of the CHTS project. Specifically, the potential issues and problems that the CHTS can experience;
- Demonstrated technical capabilities, outstanding experience and knowledge regarding travel surveys and statistical methods. The consultant provided evidence of hands-on experience developing travel surveys and analyzing survey results. In addition to being an expert in travel survey design, the consultant demonstrated extensive knowledge and expertise designing and developing travel demand models;
- Demonstrated an excellent understanding of the travel survey needs of next generation travel demand models; and
- Provided a comprehensive study approach. The consultant’s study approach including the proposed coordination program, monitoring of survey results, emphasis on quality control and statistical methods for processing survey results were excellent.

CONSULTANT CONTRACT 13-024-C1

Recommended Consultant:

M.E. Consulting Services

Background & Scope of Work:

The development, maintenance and application of SCAG's travel demand and emissions models are complex and often require consultant support for a quick turnaround of unforeseen modeling tasks. Thus, the purpose of this project is to obtain transportation modeling and air quality related professional services to support SCAG's modeling and conformity functions as the need arises. The objective is to establish pre-qualified consultants to provide modeling and air quality services to SCAG on an as needed basis.

Project's Benefits & Key Deliverables:

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

- Providing software and programming support to update modeling software and other associated programs;
- Implementing new versions of the Emission Factors Air Quality Model (EMFAC);
- Applying software programs to import and reformat Metro's Trip Master Database for use in SCAG's model; and
- Assembling and analyzing transit data needed for model development purposes and model validation in support of the upcoming 2016 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 and Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies.

Contract Amount:

Total not-to-exceed \$19,040

M.E. Consulting Services (prime consultant)

Note: M.E. Consulting shall perform RFP Tasks 1 and 3. Air Quality Software and Programming Support and Trip Master Database Update. Also note, M.E. Consulting originally proposed \$19,500, but staff negotiated the price down to \$19,040 without reducing the scope of work.

Contract Period:

February 8, 2013 through June 30, 2013

Work Element:

13-070.SCG00130.10 \$19,040

Funding sources: Consolidated Planning Grant – FHWA and FTA

Request-for-Proposal (RFP):

SCAG staff notified 1,049 firms of the release of RFP 13-024, and posted it on SCAG's bid management system. A total of 41 firms downloaded the RFP. SCAG received the following two (2) proposals in response to the solicitation:

AECOM (no subconsultants) \$38,970

M.E. Consulting Services (no subconsultants) \$19,500

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 both proposers.

The PRC consisted of the following individuals:

Tim Byrne, Chief of Planning, San Bernardino Associated Governments

Hsi-hwa Hu, Modeler IV, SCAG

Mike Ainsworth, Transportation Modeling Program Manager, SCAG

Basis for Selection: The PRC determined that SCAG could capitalize on the extensive experience and qualifications of both firms that submitted proposals on RFP 13-024 and obtain a better work product by splitting the contract award between the two (2) firms. Accordingly, the PRC split the contract award between the two firms because it was in SCAG's best interest. The PRC determined that M.E. Consulting's experience and qualifications were best suited for RFP Task Nos. 1 and 3, Emission Modeling Software Support and Trip Master Database Update, respectively; and that AECOM's experience and qualifications were best suited for RFP Task No. 2, Transit Level of Service (see separate EAC/RC staff report for AECOM).

The PRC based its decision on the following factors that both consultants demonstrated:

- Excellent technical approach and demonstrated a clear understanding of the proposed work tasks;
- Outstanding technical capabilities necessary to complete their assigned tasks;
- Excellent knowledge and previous work experience related to the specific work tasks, including experience using SCAG's models and demonstrated understanding of SCAG's technical processes;
- Excellent understanding of State and Federal regulations regarding modeling and air quality; and
- Availability of key staff members to complete the project in a timely manner.

DATE: March 7, 2013

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

FROM: Sharon Neely, Chief Deputy Executive Director, (213)-236-1992, neely@scag.ca.gov

SUBJECT: Notice of Final Rulemaking for National Environmental Policy Act (NEPA) Streamlining

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
For Information Only - No Action Required.

EXECUTIVE SUMMARY:
On February 7, 2013, the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) published a final rule, Rule Identifier Number (RIN) 2132-AB03, containing important revisions to expedite the environmental review process that all proposed transit projects seeking federal funds must undergo as part of the National Environmental Policy Act (NEPA). Project streamlining was an important policy change in Moving Ahead for Progress in the 21st Century Act (MAP-21), and this final rule, made after consideration of comments to the March 2012 Notice of Proposed Rulemaking (NPRM), offered by nationwide stakeholders throughout 2012, will streamline NEPA processes for transit projects by removing certain considerations that must be met for projects; adding ten (10) new categorical exclusions to the NEPA review process; removing the 'railway' limitation from the early acquisition of right-of-way categorical exclusion, consistent with MAP-21 provisions; expanding public involvement methods in the NEPA process to include electronic means, as specified; and other changes.

STRATEGIC PLAN:
This item supports SCAG's Strategic Plan, Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities; Objective b) Identify and support legislative initiatives.

BACKGROUND:
This final rule makes revisions to the procedures that govern how FTA and FHWA comply with NEPA requirements. Specifically, these revisions are aimed at streamlining the NEPA process for transit projects, in response to the August 31, 2011, Presidential Memorandum titled, "Speeding Infrastructure Development through More Efficient and Effective Permitting and Environmental Review." The revisions also respond to Executive Order 13563's directive to periodically review existing regulations to determine if they can be made more effective and/or less burdensome.

The final rule establishes new Categorical Exclusions (CEs) which affect actions by FTA and FTA grant applicants, and are intended to improve the efficiency of the environmental review process by making available the least intensive form of review for those actions that typically do not have the potential for significant environmental effects, and, therefore, do not merit additional analysis and documentation associated with an environmental assessment or an environmental impact statement. CEs are generally actions which meet the applicable, regulatory definition and based on past experience with similar actions,

REPORT

do not involve significant environmental impacts. The rule creates ten (10) new CEs to be located in a new section of the NEPA implementing regulations, at 23 CFR 771.118.

The rule also expands public involvement methods in the NEPA process to include electronic means, as specified. The rule adds language on early scoping into the regulations to include, among other provisions, deletion of a proposed requirement that FTA review the project scope prior to contract finalization for preparation of Environmental Analysis (EA) and Environmental Impact Statements (EIS), as well as modifying the list of project types that normally result in the preparation of an EIS.

Additionally, with respect to early scoping work, Section 771.111 provides the “option of doing early scoping which can be used to link the metropolitan and statewide planning processes with the environmental review process to provide a seamless transition from transportation planning to project-specific environmental evaluation. Early scoping provides a logical connection between planning-level corridor studies and environmental review required by NEPA to produce a proposed action to be studied during the NEPA process.” Steps for following the early scoping process are included in section 771.111(i)(2). This section states that applicants for capital assistance in the FTA program may participate in early scoping as long as enough project information is known so the public and other agencies can participate effectively. Early scoping constitutes initiation of NEPA scoping while local planning efforts to aid in establishing the purpose and need and in evaluating alternatives and impacts are underway. This early scoping work revision will serve to reduce the overall time period to complete the necessary environmental review under NEPA for FTA projects.

Since the close of the comment period for the NPRM, the MAP-21 was signed into law. FTA made one edit in particular with respect to MAP-21 by removing the “railroad” limitation from the early acquisition of right-of-way CE to maintain consistency with provisions of MAP-21. Previously, an FTA grant applicant was permitted to acquire only railroad right-of-way prior to the completion of the NEPA process, but with the statutory revision, FTA grant applicants are now permitted to acquire any right-of-way, at their own risk, prior to the completion of the NEPA process. Changes made by the final rule to the early acquisition provision in the regulation and to the CEs for early acquisition mirror the MAP-21 statutory language. Going forward FTA and FHWA will initiate further rulemaking to implement the various environmental provisions contained in MAP-21.

ATTACHMENT:

None

REPORT

DATE: March 7, 2013

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

FROM: Basil Panas, Acting Chief Financial Officer, (213) 236-1817, panas@scag.ca.gov

SUBJECT: CFO Monthly Report

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

For Information Only-No Action Required.

STRATEGIC PLAN:

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

ACCOUNTING:

All tax reporting for 2012 was completed in January. This included Form W-2 for employees and Form 1099-MISC for vendors and elected officials. A vacancy was filled and the backlog of unpaid invoices was reduced.

BUDGET & GRANTS (B&G):

Budget & Grants has successfully completed SCAG's FY 2012/13 2nd quarter progress report and has submitted to Caltrans for their review. With the trend of our previous quarterly progress reports and the continuous help of our project managers, we anticipate few comments and possibly an informal meeting with Caltrans.

The RC approved Amendment #3 for FY2012/13 on February 7, 2013 and it has been submitted to Caltrans for approval. Once approved by Caltrans, FTA and FHWA on or about the end of April, it will be uploaded into the accounting system and become the benchmark for reporting in the CFO report.

Budget & Grants, from January until the end of the fiscal year, will be obtaining monthly updates from project managers in regards to projected carryover for FY 2013/14. Through this method we are able to get a more accurate amount of carryover dollars for this upcoming FY 2013/14.

The development of the FY 2013/14 OWP is completed and included in the March Regional Council and Executive/Administration Committee agendas for review and approval. Budget & Grants completed review of certain sections such as labor and non-labor budget, work scopes and past accomplishments; along with other areas to assure that the Draft and Final OWP is consistent with federal requirements, and SCAG's Strategic Goals.

SCAG's FY 2013/14 Comprehensive Budget is completed and included in the March agendas. The Comprehensive Budget includes SCAG's OWP, indirect, fringe and General Fund budgets.

On January 31, 2013, SCAG hosted the FY 2013/14 California Department of Transportation (Caltrans) Transportation Planning Grants Workshop. On an annual basis, Caltrans solicits grant funding

REPORT

applications statewide from Metropolitan Planning Organizations (MPO) and other local governments and non-profit entities engaged in regional planning activities. For many of the grant opportunities, SCAG as the MPO for this region must be the applicant with cities, counties, public agencies, non-profits, universities, Councils of Government (COG) and Native American Tribal Governments, as sub-recipients. Over 65 participants attended the workshop, which should result in a high yield of successful grant proposals for the region. Fully completed applications are due to SCAG on February 28, 2013. SCAG will review proposals and submit to Caltrans for consideration on April 2, 2013.

CONTRACTS:

In January 2013, the Contracts Department issued one (1) Request for Proposal (RFP); awarded four (4) contracts, and issued three (3) contract amendments and 41 Purchase Orders to support ongoing business and enterprise operations. Staff also administered 98 consultant contracts. Staff continues to implement the FY 2012/13 workload of approximately ten (10) new contracts.

Contracts staff continued to negotiate better pricing and reduced costs for services. During the month of January 2013, approximately \$53,243 in budget savings was realized, thus bringing the current fiscal year cumulative budget savings total to approximately \$99,709.

ATTACHMENT:

CFO Monthly Status Report – January 2013



**SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS**

Office of the Chief Financial Officer

Monthly Status Report

JANUARY 2013



**SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS**

OVERVIEW

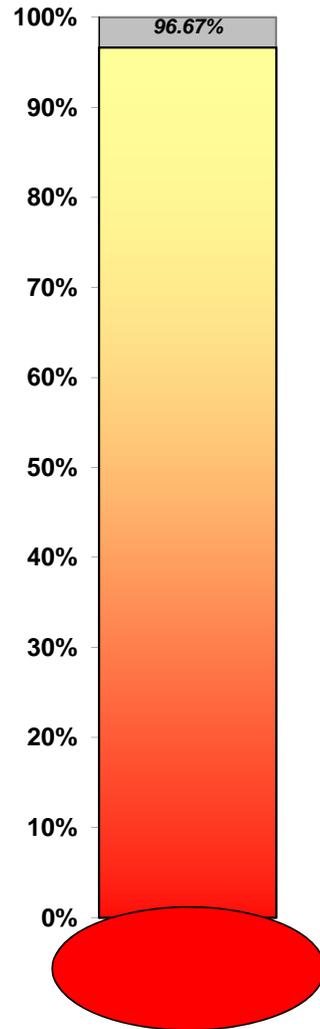
As of February 14, 2013, there are 181 paid members, 1 whose dues have been deferred and 2 memberships pending.

There are 7 cities in the SCAG region who are still being recruited for membership.

SUMMARY

FY13 Membership Dues	<u>\$1,820,868.00</u>
Total Collected	<u>\$1,760,225.00</u>
Percentage Collected	<u>96.67%</u>

**FY13 Membership
Dues Collected**

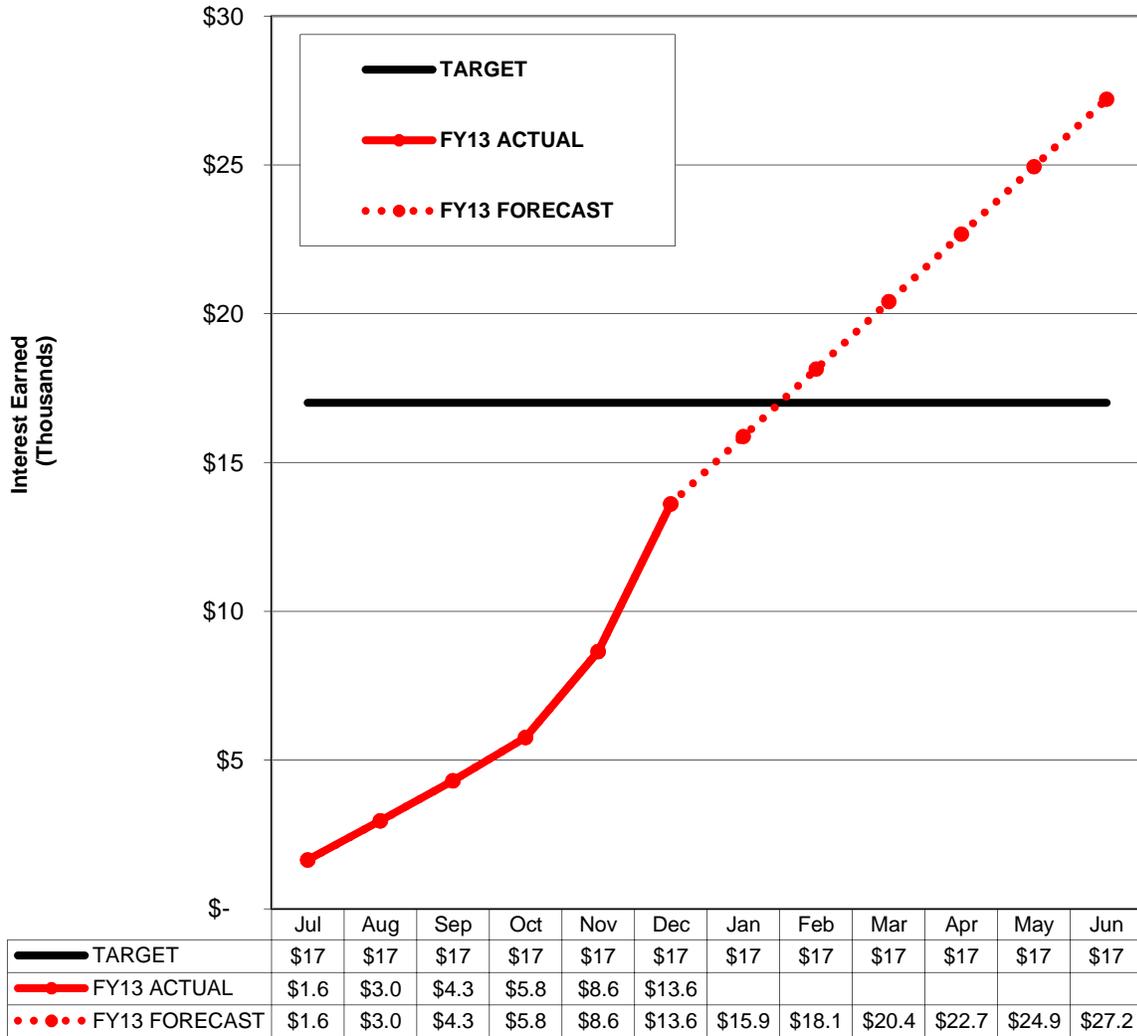


Office of the CFO
Interest Earnings Variance



**SOUTHERN CALIFORNIA
ASSOCIATION OF GOVERNMENTS**

INTEREST EARNINGS VARIANCE



OVERVIEW

Actual interest income is plotted against the target amount. The amount earned through December was \$13,601. The LA County Pool earned 0.61% in December.

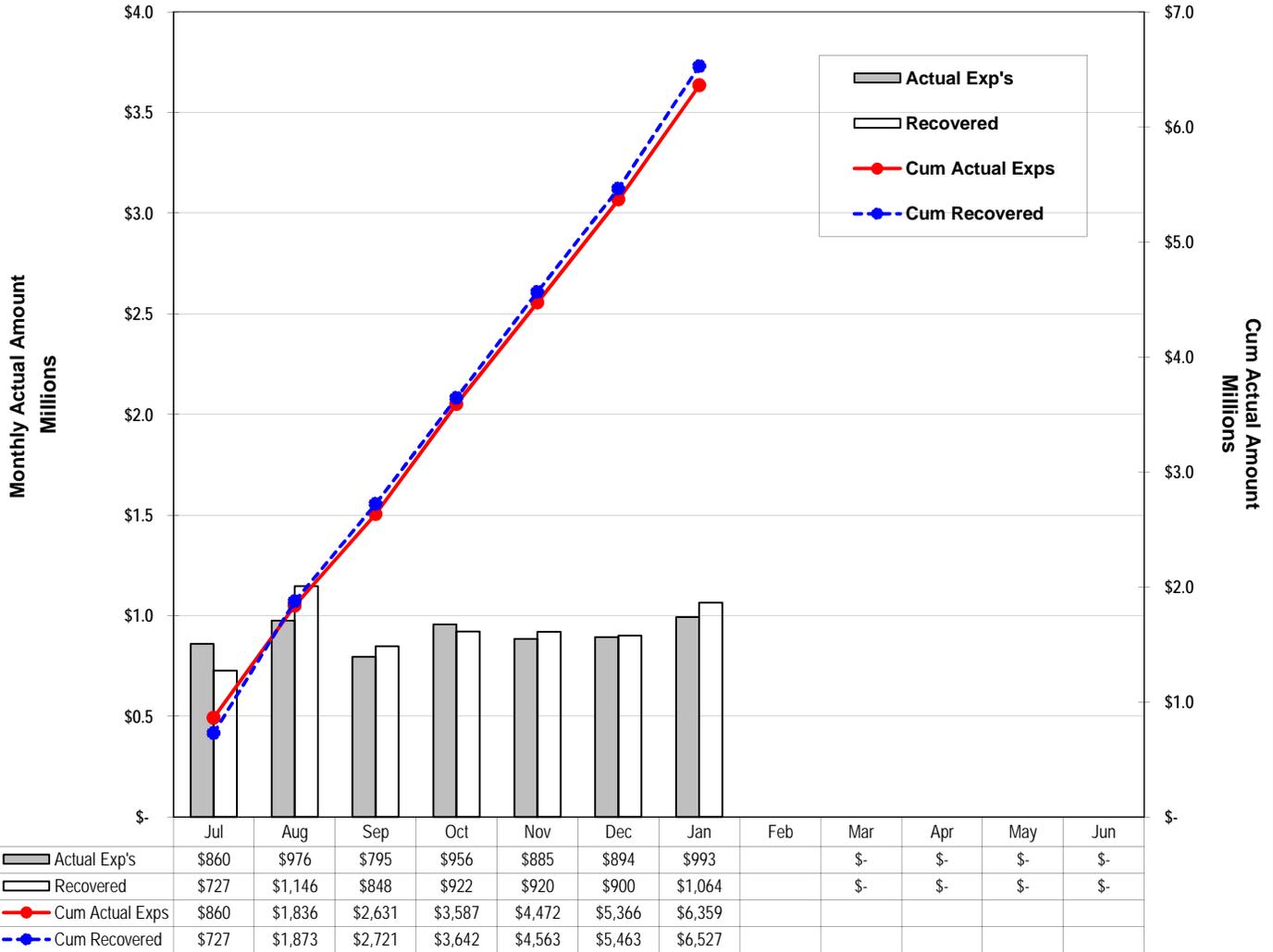
SUMMARY

The amount projected for FY13 is \$27,202 which is \$10,202 more than the revised target.



**SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS**

FY13 INDIRECT COST & RECOVERY



OVERVIEW

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

SUMMARY

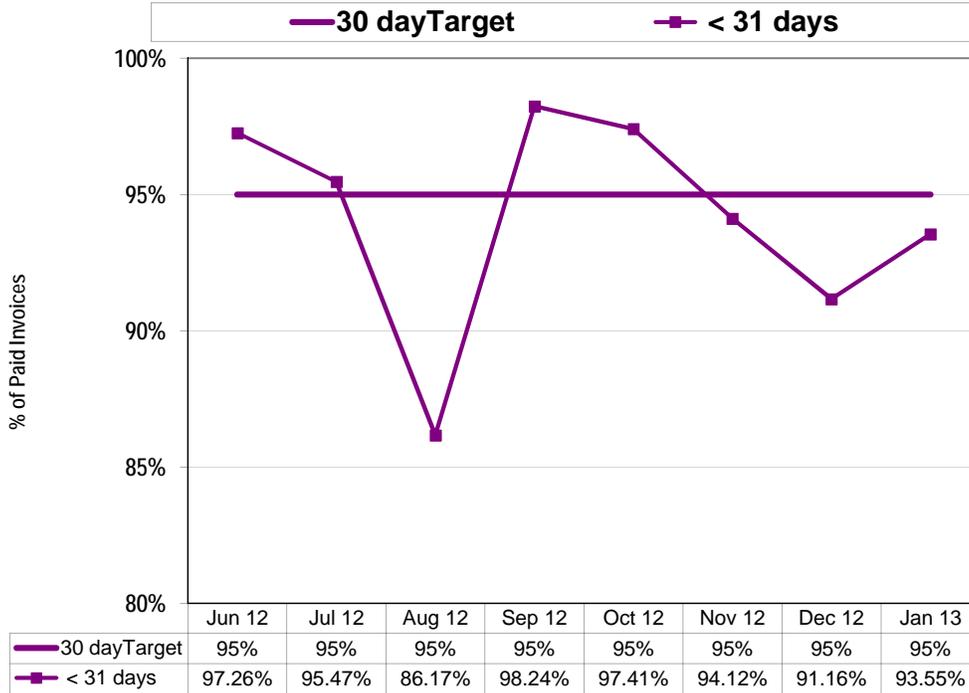
Through January 2013, SCAG was over-recovered by \$167,739. This was because the Indirect Cost budget was underspent.

Office of the CFO
Invoice Aging



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

INVOICE AGING



OVERVIEW

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

SUMMARY

93.55% of January 2013's payments were made within 30 days of invoice receipt.

At month-end, 33 invoices remained unpaid less than 30 days.

Actual

OVERVIEW

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

SUMMARY

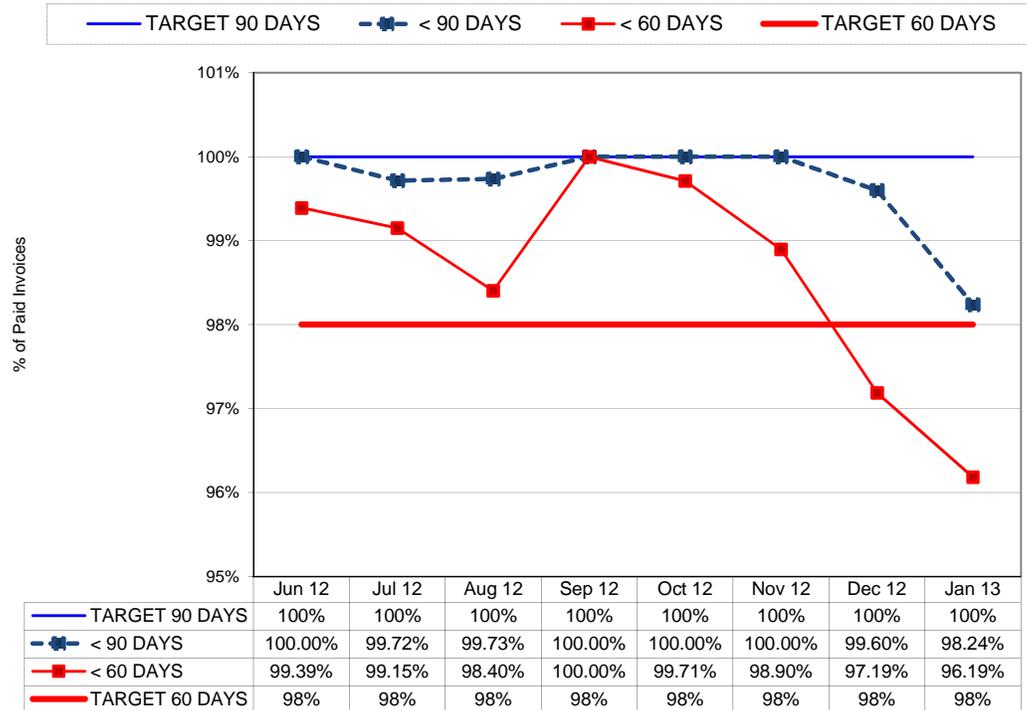
These goals were not met during this period.

96.19% of January 2013's payments were within 60 days of invoice receipt and 98.24% within 90 days. Invoices unpaid 30-60 days totaled 15; 60-90 days: 5; >90 days: 7.



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

INVOICE AGING



Office of the CFO
Consolidated Balance Sheet

	12/31/2012	1/31/2013	Incr (decr) to equity	COMMENTS
Cash at Bank of the West	\$ 712,539	\$ 468,981		
LA County Investment Pool	\$ 6,825,783	\$ 5,009,620		
Cash & Investments	\$ 7,538,323	\$ 5,478,601	\$ (2,059,722)	AR increased \$1.4 million and \$0.7 million of TDA was spent
Accounts Receivable	\$ 4,751,545	\$ 6,158,016	\$ 1,406,470	CPG billings increased \$1 million
Other Current Assets	\$ 301,403	\$ 78,084	\$ (223,320)	IC was over-recovered by \$168K in January
Fixed Assets - Net Book Value	\$ 395,901	\$ 395,901	\$ -	No change
Total Assets	\$ 12,987,172	\$ 12,110,601	\$ (876,571)	
Accounts Payable	\$ (712,641)	\$ (936,670)	\$ (224,029)	Greater invoice activity
Employee-related Liabilities	\$ (556,487)	\$ (308,243)	\$ 248,244	Fewer days in accrued PR at 12/31/12 than at 1/31/13
Deferred Revenue	\$ (339,454)	\$ (336,570)	\$ 2,884	Minimal change
Total Liabilities and Deferred Revenue	\$ (1,608,582)	\$ (1,581,483)	\$ 27,099	
Fund Balance	\$ 11,378,590	\$ 10,529,118	\$ (849,472)	
WORKING CAPITAL				
	12/31/2012	1/31/2013	Incr (decr) to working capital	
Cash	\$ 7,538,323	\$ 5,478,601	\$ (2,059,722)	
Accounts Receivable	\$ 4,751,545	\$ 6,158,016	\$ 1,406,470	
Accounts Payable	\$ (712,641)	\$ (936,670)	\$ (224,029)	
Employee-related Liabilities	\$ (556,487)	\$ (308,243)	\$ 248,244	
Working Capital	\$ 11,020,740	\$ 10,391,704	\$ (629,037)	

Office of the CFO

Fiscal Year-To-Date Expenditure Report Through January 31, 2013



COMPREHENSIVE BUDGET

		Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	Staff & Allocated Fringe Benefits	412,794	412,794	154,682		258,113	37.5%
2	51001 Allocated Indirect Costs	405,201	405,201	151,031		254,170	37.3%
3	54300 SCAG Consultants	336,000	305,318	39,000	187,121	79,197	12.8%
4	54340 Legal costs	100,000	100,000	41,918	58,081	0	41.9%
5	54350 Professional Services	15,000	133,601	2,974		130,627	2.2%
6	55441 Payroll, bank fees	7,500	15,733	15,733		0	100.0%
7	55460 Materials & Equipment < \$5K	-	1,188	1,187	1	0	100.0%
8	55600 SCAG Memberships	93,000	123,682	123,682	0	0	100.0%
9	55620 Res/Materials Subscriptions	3,330	3,330	-		3,330	0.0%
10	55730 Capital Outlay	665,382	703,893	-		703,893	0.0%
11	55830 Conference - Registration	-	920	920		0	100.0%
12	55910 RC/Committee Meetings	8,237	8,237	4,683	3,554	0	56.9%
13	55914 RC General Assembly	330,000	300,040	75,000	137	224,903	25.0%
14	55916 Economic Summit		29,960	29,960		0	100.0%
15	55920 Other Meeting Expense	51,400	43,210	43,210	0	0	100.0%
16	55930 Miscellaneous other	206,140	30,380	27,621	3	2,756	90.9%
17	55940 Stipend - RC Meetings	175,000	175,000	100,560		74,440	57.5%
18	55972 Rapid Pay Fees	975	975	-		975	0.0%
19	56100 Printing	6,000	6,197	6,197	0	0	100.0%
20	58100 Travel - outside SCAG region	25,000	23,892	11,651		12,241	48.8%
21	58101 Travel - local	17,100	17,784	10,737		7,047	60.4%
22	58110 Mileage - local	15,000	15,000	3,701		11,299	24.7%
23	58150 Staff Lodging Expense	3,400	2,728	2,728		0	100.0%
24	58800 RC Sponsorships	69,650	69,650	55,350		14,300	79.5%
25	Total General Fund	2,946,109	2,928,713	902,525	248,897	1,777,291	30.8%
26				-			
27	Staff & Fringe Benefits	12,566,821	12,589,261	6,529,964		6,059,297	51.9%
28	51001 Allocated Indirect Costs	12,335,615	12,357,642	6,375,857		5,981,785	51.6%
29	54300 SCAG Consultants	14,634,378	20,392,815	4,300,598	7,797,985	8,294,232	21.1%
30	54350 Professional Services	550,000	557,000	144,646	39,074	373,280	26.0%
31	55210 Software Support	90,000	134,710	94,909	2,252	37,549	70.5%
32	55220 Hardware Support	100,000	94,710	22,741	6,958	65,011	24.0%
33	55280 Third Party Contribution	2,834,820	2,937,084	-	0	2,937,084	0.0%
34	55620 Resource Materials - subscrib	450,000	536,000	36,399	280	499,321	6.8%
35	55810 Public Notices	8,000	8,000	-	1,127	6,873	0.0%
36	55830 Conference - Registration	13,000	13,000	1,665		11,335	12.8%
37	55920 Other Meeting Expense	20,000	20,000	1,175	40	18,785	5.9%
38	55930 Miscellaneous - other	-	102,003	153	1,500	100,351	0.1%
39	56100 Printing	18,500	18,500	-	0	18,500	0.0%
40	58100 Travel	110,350	126,721	35,628		91,093	28.1%
41	Total OWP	43,731,484	49,887,446	17,543,734	7,849,216	24,494,495	35.2%
42				-			
43	Comprehensive Budget	46,677,593	52,816,159	18,446,259	8,098,113	26,271,786	34.9%

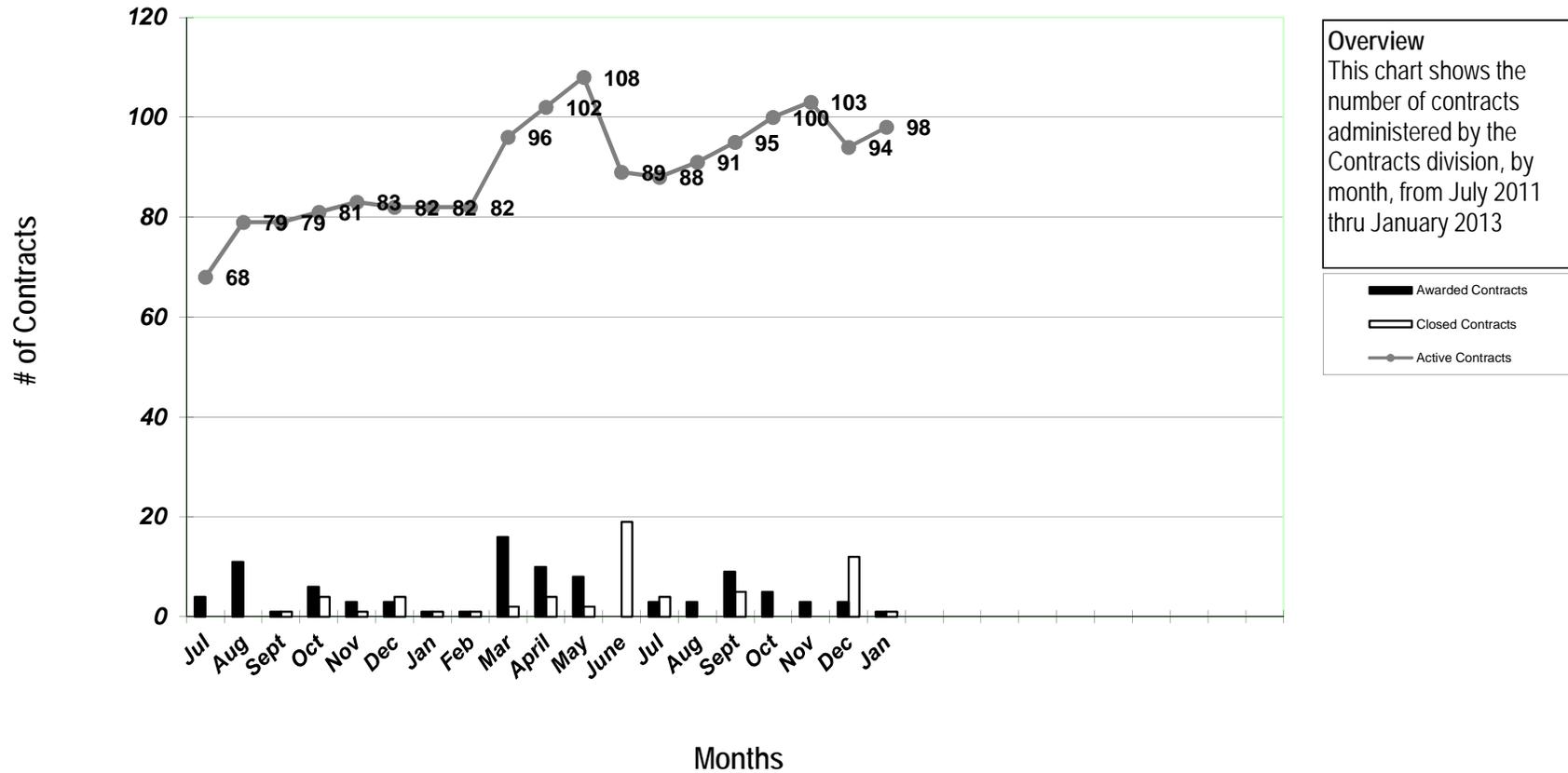
Office of the CFO
Fiscal Year-To-Date Expenditure Report Through January 31, 2013



INDIRECT COST EXPENDITURES

		Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent	
1	50010	Regular Staff	4,277,611	4,459,406	2,096,474		2,362,931	47.0%
2	50013	Regular OT	-	867	867		0	100.0%
3	50014	Interns, Temps, Annuit	-	2,918	2,918		0	100.0%
4	51000	Allocated Fringe Benefits	2,924,747	3,051,560	1,605,043		1,446,517	52.6%
5	54300	SCAG Consultants	351,671	354,879	53,748	136,387	164,744	15.1%
6	54340	Legal	275,000	275,000	13,373	72,297	189,330	4.9%
7	54350	Prof Svcs	766,338	783,902	539,505	244,397	0	68.8%
8	55210	Software Support	419,603	450,603	334,991	71,420	44,192	74.3%
9	55220	Hardware Supp	129,030	140,758	114,870	25,888	0	81.6%
10	55240	Repair & Maint Non-IT	19,684	26,960	9,055	17,906	0	33.6%
11	55400	Office Rent 818 Offices	1,536,000	1,528,000	873,308	654,692	0	57.2%
12	55410	Office Rent Satellite	222,000	221,121	90,217	94,673	36,232	40.8%
13	55420	Equip Leases	115,000	163,735	68,200	95,535	0	41.7%
14	55430	Equip Repairs & Maint	45,244	43,340	6,813	6,175	30,352	15.7%
15	55440	Insurance	175,299	175,299	103,152		72,147	58.8%
16	55441	Payroll / Bank Fees	15,000	15,000	3,085		11,915	20.6%
17	55460	Mater & Equip < \$5,000	180,000	133,400	23,295	15,821	94,284	17.5%
18	55510	Office Supplies	141,200	141,900	47,722	92,934	1,244	33.6%
19	55520	Graphic Supplies	50,000	49,500	835	723	47,942	1.7%
20	55530	Telephone	165,500	165,500	100,385	65,115	0	60.7%
21	55540	Postage	20,000	20,000	13		19,987	0.1%
22	55550	Delivery Services	8,900	10,500	3,369	7,131	0	32.1%
23	55600	Scag Memberships	60,000	60,000	-	150	59,850	0.0%
24	55610	Prof Memberships	7,610	7,610	740		6,870	9.7%
25	55620	Res Mats/Subscrip	57,855	57,855	22,835	7,556	27,465	39.5%
26	55700	Deprec - Furn & Fixt	45,137	45,137	-		45,137	0.0%
27	55710	Deprec - Computer Equipment	77,723	77,723	-		77,723	0.0%
28	55720	Amortiz - Leasehold Improvement	7,402	7,402	-		7,402	0.0%
29	55800	Recruitment Notices	7,000	7,000	1,356	1,818	3,827	19.4%
30	55801	Recruitment - other	30,000	30,000	6,491	13,391	10,118	21.6%
31	55810	Public Notices	5,000	5,000	-		5,000	0.0%
32	55820	Training	160,000	151,553	99,306	52,247	0	65.5%
33	55830	Conference/workshops	29,850	29,900	484	45	29,371	1.6%
34	55920	Other Mtg Exp	51,200	59,747	9,890		49,857	16.6%
35	55930	Miscellaneous - other	13,526	34,626	23,678	10,948	0	68.4%
36	55950	Temp Help	58,500	57,864	17,375	40,488	0	30.0%
37	56100	Printing	91,500	90,000	34,429	8,548	47,023	38.3%
38	58100	Travel - Outside	102,614	99,137	24,725		74,412	24.9%
39	58101	Travel - Local	9,186	11,970	3,747		8,223	31.3%
40	58110	Mileage - Local	38,404	35,413	21,173		14,240	59.8%
41	58150	Staff lodging Expense	5,334	5,334	-		5,334	0.0%
42	58200	Travel - registration	3,000	-	-		0	
43	58450	Fleet Vehicle	8,200	9,600	1,683	7,917	0	17.5%
44		Total Indirect Cost	12,706,868	13,097,018	6,359,149	1,744,200	4,993,669	48.6%

SCAG Contracts (Year to Date)



Overview

This chart shows the number of contracts administered by the Contracts division, by month, from July 2011 thru January 2013

- Awarded Contracts
- Closed Contracts
- Active Contracts



Summary

The chart shows that the Contract Division is managing 98 active consultant contracts. Twenty-four of these contracts are fixed price, 41 are Cost Plus Fixed Fee contracts, and the remaining 33 are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). The Contracts Division anticipates issuing approximately ten (10) contracts during the rest of FY 2012/13. 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.



GROUPS	Authorized Positions	Filled Positions	Vacant Positions
Executive	7	4	3
Legal	3	2	1
Strategy, Policy & Public Affairs	21	18	3
Administration	48	42	6
Planning & Programs	67	60	7
Total	146	126	20

OTHER POSITIONS

GROUPS	Limited Term Positions	Temp Positions	Agency Temps
Executive	1	0	0
Legal	0	0	0
Strategy, Policy & Public Affairs	0	2	0
Administration	3	0	0
Planning & Programs	1	10	0
Total	5	12	0