

SOUTHERN CALIFORNIA



**ASSOCIATION of
GOVERNMENTS**

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Carl Morehouse, San Buenaventura

Second Vice President

Cheryl Viegas-Walker, El Centro

Immediate Past President

Glen Becerra, Simi Valley

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Committee Chair**

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Policy Committee Chairs

Community, Economic and

Human Development

Margaret Finlay, Duarte

Energy & Environment

James Johnson, Long Beach

Transportation

Keith Millhouse, Ventura County

Transportation Commission

MEETING OF THE

EXECUTIVE/ADMINISTRATION COMMITTEE

***Thursday, October 3, 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 – October 2013

| <u>Members</u> | <u>Representing</u> |
|---|--|
| Chair 1. Hon. Greg Pettis | <i>Cathedral City</i> District 2 |
| Vice-Chair 2. Hon. Carl Morehouse | <i>San Buenaventura</i> District 47 |
| 2nd Vice-Chair 3. Hon. Cheryl Viegas-Walker | <i>El Centro</i> District 1 |
| Imm. Past Pres. 4. Hon. Glen Becerra | <i>Simi Valley</i> District 46 |
| 5. Hon. Margaret E. Finlay | <i>Duarte</i> District 35 |
| 6. Hon. Bill Jahn | <i>Big Bear Lake</i> District |
| 7. Hon. James Johnson | <i>Long Beach</i> District 30 |
| 8. Hon. Lisa Bartlett | <i>Dana Point</i> TCA |
| 9. Hon. Keith Millhouse | <i>Moorpark</i> VCTC |
| 10. Hon. Alan Wapner | <i>Ontario</i> SANBAG |
| 11. Hon. Pam O'Connor | <i>Santa Monica</i> District 41 |
| 12. Hon. Kris Murray | <i>Anaheim</i> District 19 |
| 13. Hon. Andrew Masiel, Sr. | <i>Pechanga Band of Luiseño Indians</i> Tribal Government Representative |
| 14. Mr. Randall Lewis | <i>Lewis Group of Companies</i> Ex-Officio |
| 15. Hon. Bob Botts | <i>Banning</i> RCTC |
| 16. Hon. Michele Martinez | <i>Santa Ana</i> District 16 |
| 17. Hon. Tom LaBonge | <i>Los Angeles</i> District 51 |
| 18. Hon. Gary Ovitt | San Bernardino County |

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EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

OCTOBER 3, 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. Greg Pettis, 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)

PRESIDENT'S REPORT

- Presidents Council Update

ACTION/DISCUSSION ITEM

1. Regional Council District Evaluation Process and Recommendations
(Hon. Larry McCallon, District Evaluation Subcommittee Chair)

To be distributed
under separate
cover

Recommended Action: Approve recommendations by the District Evaluation Subcommittee.

CONSENT CALENDAR

Approval Items

2. Minutes of the September 12, 2013 Meeting Attachment 1
3. SCAG Sponsorship Attachment 8

Receive & File

4. October 2013 State and Federal Legislative Update To Be Distributed at the Meeting
5. Purchase Orders \$5,000 but less than \$200,000; Contracts \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000 Attachment 10

EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

OCTOBER 3, 2013

Receive & File - continued

6. FY 2014-2015 Comprehensive Budget Development Schedule Attachment 18

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

Attachment 20

FUTURE AGENDA ITEM(S)

ANNOUNCEMENTS

CLOSED SESSION

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

ADJOURNMENT

The next meeting of the Executive/Administration Committee (EAC) is scheduled for Thursday, November 7, 2013, at the SCAG Los Angeles Office.

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
September 12, 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. Greg Pettis, Chair, Cathedral City, District 2, at 9:00 a.m. There was a quorum.

Members Present

- | | |
|--|-------------------------------------|
| Hon. Greg Pettis, Cathedral City, President | District 2 |
| Hon. Carl Morehouse, 1st Vice-President | District 47 |
| Hon. Cheryl Viegas-Walker, El Centro, 2nd Vice-President | District 1 |
| Hon. Glen Becerra, Simi Valley, Imm. Past President | District 46 |
| Hon. Bob Botts, Banning | RCTC |
| Hon. Margaret Finlay, Duarte | District 35 |
| Hon. Bill Jahn, Big Bear Lake | District 11 |
| Mr. Randall Lewis, Ex-Officio | Lewis Group of Companies |
| Hon. Michele Martinez, Santa Ana | District 16 |
| Hon. Andrew Masiel, Sr. | Pechanga Band of Luiseno Indians |
| Hon. Keith Millhouse, Moorpark | VCTC |
| Hon. Pam O'Connor, Santa Monica | District 41 |

Members Not Present

- | | |
|--------------------------------|-----------------------|
| Hon. Lisa Bartlett, Dana Point | TCA |
| Hon. James Johnson, Long Beach | District 30 |
| Hon. Tom LaBonge, Los Angeles | District 51 |
| Hon. Kris Murray, Anaheim | District 19 |
| Hon. Gary Ovitt | San Bernardino County |
| Hon. Alan Wapner, Ontario | SANBAG |

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

September 12, 2013

MINUTES

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Hon. Greg Pettis, Chair, called the meeting to order at 9:00 a.m. Hon. Glen Becerra led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Dr. Tom Williams on behalf of the Sierra Club Transportation Committee commented on matters concerning the Los Angeles and Long Beach Ports and Rail systems.

REVIEW AND PRIORITIZE AGENDA ITEMS

There was no reprioritization of the agenda.

EXECUTIVE DIRECTOR'S REPORT

Hasan Ikhata, Executive Director, announced that he and SCAG's Executive Team have been traveling throughout the region to meet with city managers to discuss items of mutual interest, including topics associated with implementing the approved 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS).

Mr. Ikhata provided an update and commented on the issues associated with implementing the new 'Buy America' requirements under MAP-21 for the California utility industry. The Federal Highway Administration (FHWA) announced a six-month grace period, ending on December 31, 2013, to allow time for the utility industry and federal agencies to address the impacts of the new requirements. A group of Southern California transportation agencies, including SCAG, collectively provided comments to FHWA regarding general waivers from the 'Buy America' policy. SCAG staff, partner agencies and other business partners continue to work towards a long-term solution to ensure that there are no delays in implementing over \$6 billion dollars of future transportation projects in the Southern California region.

Mr. Ikhata reported that SCAG has been engaged with the Chicago Metropolitan Agency for Planning (CMAP) in building a collaborative effort to implement RC Adopted Goods Movement MAP-22 Principles with major metro areas of the nation.

Mr. Ikhata asked Debbie Dillon, Deputy Executive Director Administration, to introduce SCAG's new Human Resources Manager, Ms. Carmen Flores.

PRESIDENT'S REPORT

Hon. Greg Pettis commented on the upcoming key events listed in the President's Monthly Report which was previously distributed to the EAC. He asked the Committee to let staff know of their interest concerning the upcoming events, particularly NARC's and SCAG's

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

September 12, 2013

MINUTES

2013 Executive Directors' Conference being held September 30 – October 2, 2013 in Santa Monica. A VIP reception will be held on September 29, 2013.

ACTION/DISCUSSION ITEMS

1. Sustainability Program Project List Approval

Hasan Ikhata, Executive Director, asked the Committee to approve SCAG's Sustainability Program Proposal Review list; to authorize the Executive Director to fund Phase 1 projects in FY14; and to authorize the Executive Director to expeditiously seek additional State/Federal funding for Phase 2 and Phase 3 projects.

Mr. Ikhata noted that SCAG received a total of seventy-six (76) proposals, with total funding requests of just over \$10 million. Seventy-three (73) are recommended for funding.

A motion was made (Jahn) to approve the Sustainability Program project list; 2) authorize the Executive Director to fund Phase 1 projects in FY14; and 3) authorize the Executive Director to expeditiously seek additional State/Federal funding for Phase 2 and Phase 3 projects. Motion was seconded (Viegas-Walker) and UNANIMOUSLY APPROVED.

2. SB 731 (Steinberg): California Environmental Quality Act (CEQA)

Hasan Ikhata, Executive Director, reported on the current actions and numerous language amendments taking place with the Legislative Leadership in seeking CEQA modernization legislation. Mr. Ikhata noted that after a week of amendments in the Assembly, the Legislative Leadership made SB 731 into a two-year bill. A CEQA exemption for the Sacramento Kings Arena via a gut-and-amend bill, SB 743 (Steinberg) was approved and sent to the Governor.

After a lengthy discussion concerning whether or not to oppose the bill, the Committee deferred the item to the Legislative/Communications and Membership Committee (LCMC) being held on September 17, 2013 in order to discuss the amended bill. The LCMC will provide their recommendation at the October 3, 2013 EAC/RC meetings.

SCAG staff will continue to monitor and advise the Committee of further developments related to the bill. The updated SB 731 (Steinberg) report was provided in the EAC agenda board packet.

3. SB 99 (Committee on Budget and Fiscal Review) Budget Bill
Appropriation: Active Transportation Program

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

September 12, 2013

MINUTES

Darin Chidsey, Acting Director, Strategy, Policy and Public Affairs, asked the Committee to support SB 99, a Budget Appropriations Trailer Bill, which reflects negotiated provisions between state and local stakeholders concerning active transportation. The full updated summary was provided in the EAC agenda board packet.

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

4. SB 592 (Lieu): Trade Promotion of California Ports - Support

Darin Chidsey, Acting Director, Strategy, Policy and Public Affairs provided a brief overview of SB 592 which is a two-year bill that would require the Governor's Office of Business and Economic Development to convene a statewide partnership and action plan to ensure competitiveness of California Ports. He asked the Committee to adopt a "support" position on the bill.

Hon. Greg Pettis, Chair, commented that the LCMC, at its August 20, 2013 meeting, requested that any support of SB 592 by SCAG should provide the inclusion of "inland ports" in the provisions of the bill.

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

5. Litigation Update

Hasan Ikhata, Executive Director, provided an overview of the litigation matters that are of interest to SCAG officials, including: 1) the State Supreme Court decision regarding the Metro Expo Line Phase 2 Project; 2) MTC/ABAG Lawsuits related to its "Plan Bay Area"; 3) SANDAG Regional Transportation Plan/Sustainable Communities Strategies (RTP/SCS) EIR Appeal; and 4) California High Speed Rail- Proposition 1A Ruling.

Joann Africa, Chief Counsel, also noted that SCAG will be joining other transportation agencies in filing an amicus brief in support of SANDAG's in its appeal relating to the CEQA challenge of its EIR for its RTP/SCS which was adopted in 2011. Staff may also seek in the near future EAC/RC approval to join in an amicus effort related to the MTC/ABAG lawsuits if permitted by the court. The full report was provided in the EAC agenda board packet.

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
September 12, 2013

MINUTES

CONSENT CALENDAR

Approval Items

6. Minutes of the August 1, 2013 Meeting
7. SCAG Sponsorships & Memberships
8. 2013 Investment Policy Annual Report

A motion was made (Finlay) to approve the Consent Calendar, Items 6-8. Motion was seconded (Viegas-Walker) and UNANIMOUSLY APPROVED.

9. 2014 Regional Council and Policy Committees Meeting Schedule

Hon. Greg Pettis, Chair, requested that item No. 9 be set aside for discussion.

The Committee discussed changing some Regional Council (RC) meeting dates. The committee voted on the following alternate dates and permanent changes for the 2014 Meeting Schedule:

- SCAG will be “DARK” in July instead of August;
- The September 4, 2014 RC meeting will be held on Thursday, September 11, 2014 in order to accommodate members so they may attend the September 3-5, 2014 League of California Cities Annual Conference in Los Angeles.

A motion was made (Jahn) to approve Item No. 9 on the Consent Calendar: 2014 Regional Council and Policy Committee meeting schedule, as revised. Motion was seconded (Botts) and UNANIMOUSLY APPROVED.

Receive & File

10. September 2013 State and Federal Legislative Update

Sharon Neely, Chief Deputy Executive Director, referred to the September 2013 Federal and State Legislative Update report which highlighted key bills of interest. She noted that due to additional changes, an updated matrix will be presented at the Regional Council meeting.

11. Purchase Orders \$5,000 but less than \$200,000; Contracts \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000

A motion was made (Jahn) to approve Receive and File. Motion was seconded (Morehouse) and UNANIMOUSLY APPROVED.

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
September 12, 2013

MINUTES

CFO MONTHLY FINANCIAL REPORT

Basil Panas, CFO, provided highlights of the CFO Monthly Financial Report.

FUTURE AGENDA ITEM

There were no items requested.

ANNOUNCEMENTS

Hon. Andrew Masiel, Sr. announced that all Tribal Councilmembers from the 16 federally recognized Tribal Governments in the SCAG Region have been contacted to meet on October 3, 2013 for the purpose of filling the Tribal Government Regional Planning Board (SCAG by-law term) policy committee positions on SCAG's Policy Committees. They are calling the meeting "The Council of Tribal Governments."

ADJOURNMENT

The meeting adjourned at 9:50 a.m. The next regular meeting of the Executive/Administration Committee will be held on Thursday, October 3, 2013 at the SCAG Los Angeles office.

Approved by:



Lillian Harris-Neal, CMC
Clerk of the Board

EXECUTIVE/ADMINISTRATION COMMITTEE ATTENDANCE REPORT

| Member (including Ex-Officio) LastName, FirstName | Representing | X = County Represented | | | | | | JUNE | JULY | AUG | SEPT. | OCT. | NOV. |
|---|----------------------------------|------------------------|----------|----------|----------|----------|----------|------|------|-----|-------|------|------|
| | | IC | LA | OC | RC | SB | VC | | | | | | |
| Pettis, Gregory, Chair | Cathedral City | | | | X | | | X | | X | X | | |
| Bartlett, Lisa | Dana Point | | | X | | | | X | | X | | | |
| Becerra, Glen, Imm. Past President | Simi Valley | | | | | | X | X | | X | X | | |
| Botts, Bob | Banning, RCTC | | | | X | | | X | | X | X | | |
| Finlay, Margaret | Duarte | | X | | | | | | | X | X | | |
| Jahn, Bill | Big Bear Lake | | | | | X | | X | | X | X | | |
| Johnson, James | Long Beach | | X | | | | | X | | X | | | |
| LaBonge, Tom | Los Angeles | | X | | | | | X | | X | | | |
| Lewis, Randall, Ex Officio | Lewis Op. Corp. | | | | | X | | | | X | X | | |
| Masiel, Andrew, Sr. | Pechanga Band of Luiseno Indians | | | | X | | | X | | | X | | |
| Martinez, Michele | Santa Ana | | | X | | | | X | | X | X | | |
| Millhouse, Keith | VCTC | | | | | | X | | | X | X | | |
| Morehouse, Carl, 1st VP | San Buenaventura | | | | | | X | X | | X | X | | |
| Murray, Kris | Anaheim | | | X | | | | | | X | | | |
| O'Connor, Pam | Santa Monica | | X | | | | | X | | X | X | | |
| Ovitt, Gary | San Bernardino County | | | | | X | | X | | X | | | |
| Walker-Viegas, Cheryl, 2nd VP | El Centro | X | | | | | | X | | X | X | | |
| Wapner, Alan | Ontario | | | | | X | | X | | X | | | |
| | Totals | 1 | 4 | 3 | 3 | 4 | 3 | | | | | | |

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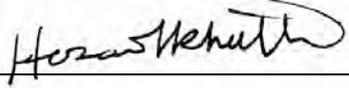
REPORT

DATE: October 3, 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 Sponsorship

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Approve.

EXECUTIVE SUMMARY:
The Legislative/Communications & Membership Committee (LCMC) met on September 17, 2013 and recommended approval up to \$10,000 in sponsorships for Southern California Leadership Network – California Connections Program (\$10,000).

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:

1. Southern California Leadership Network (SCLN) California Connections Program – \$10,000

The California Connections Program offered by the Southern California Leadership Network (SCLN) is a first-of-its-kind statewide, issues-based, experiential learning leadership development program for both men and women in California. Across five two-and-a-half day seminars beginning in November 2013, Fellows will engage with regional and statewide leaders on cross-cutting themes that include economic development; water, energy and the environment; politics and civic engagement; state governance and finance; transportation and land-use; agriculture; public health and safety; education; and technology and innovation.

SCAG has successfully partnered with the Southern California Leadership Network over the years, with SCAG board members and staff participating in SCLN’s leadership development programs, the annual awards luncheon, and panel discussions on regional policy issues. SCAG sponsored this program last year (FY 2012-2013) and staff is again recommending a “supporting” level sponsorship in the amount of \$10,000, which will include a space for a SCAG fellow in the program, company recognition on all event and seminar related materials, verbal recognition as a partnering sponsor at the opening session, and VIP seating and photo opportunity with special guests.

REPORT

FISCAL IMPACT:

\$10,000 for sponsorships is included in the approved FY 13-14 General Fund budget.

ATTACHMENT:

None.

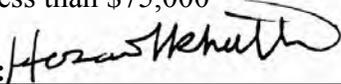
REPORT

DATE: October 3, 2013

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

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

SUBJECT: Purchase Orders \$5,000 but less than \$200,000; Contracts \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
For Information Only - No Action Required.

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

BACKGROUND:

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

| <u>Vendor</u> | <u>PO Purpose</u> | <u>PO Amount</u> |
|------------------------------------|------------------------------------|------------------|
| Qwest Communications Corp. | FY14 Communications Services | \$130,000 |
| Renaissance Esmeralda Resort & Spa | Deposit for 2014 General Assembly | \$125,000 |
| CompuCom Systems, Inc. | Microsoft Enterprise Agreement | \$92,404 |
| United Imaging | Printer Cartridge & Toner Supplies | \$41,300 |
| Canon Solutions America | FY14 Maintenance | \$35,000 |
| Omni Hotels & Resorts Los Angeles | 2014 Economic Summit | \$35,000 |
| Liebert Cassidy Whitmore | FY14 Legal Services | \$24,340 |
| Sparkletts | FY14 Services | \$15,000 |
| Sheraton Grand Sacramento Hotel | 2014 Legislative Summit | \$15,000 |
| Inrix, Inc. | Traffic Street Data (14-006-C1) | \$11,500 |
| UCLA School of Public Affairs | Lake Arrowhead Symposium | \$10,000 |
| CQ Roll Call | Legislative Subscription | \$8,500 |
| Typecraft Wood and Jones Inc. | Printing Services | \$7,471 |
| FedEx | FY14 Courier Services | \$5,000 |

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

| <u>Consultant/Contract #</u> | <u>Contract's Purpose</u> | <u>Contract Amount</u> |
|------------------------------------|--|------------------------|
| Huitt-Zollars, Inc. (13-036-C1) | The consultant shall evaluate the feasibility of the proposed Calexico Border Intermodal Transportation Center (ITC) for the Imperial County Transportation Commission (ICTC) in partnership with Caltrans, the City of Calexico and SCAG. | \$109,639 |

REPORT

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

Consultant/Contract #
Evan Brooks Associates
(13-027-C1)

Contract's Purpose
The consultant shall help staff identify and successfully compete for various planning grants and thereby increase SCAG's capacity to fund its planning work.

Contract Amount
\$29,555

SCAG executed the Amendment between \$5,000 and \$74,999

Consultant/Contract #
AgreeYa Solutions, Inc.
(12-035-C1)

Amendment's Purpose
The consultant shall continue its efforts to configure and migrate; over two dozen SCAG microsites to showcase essential programs, including Compass Blueprint and Freightworks; as well as to install and configure site security and interfaces to other SCAG systems, including contact management system; and provide knowledge transfer and guidance for an updated SCAG Intranet.

Amendment Amount
\$74,906

FISCAL IMPACT:

Funding is available in the FY 2013-14 budget.

ATTACHMENT:

Contract and Amendment Summaries

CONSULTANT CONTRACT 13-036-C1

Recommended Consultant:

Huitt-Zollars, Inc.

Background & Scope of Work:

The U.S. General Services Administration (GSA) is proposing to reconfigure and expand the existing Port of Entry in downtown Calexico. This Port of Entry is the busiest in Imperial County and second busiest across the California/Mexico border for auto and pedestrian activity. Increasing delays at the Port of Entry have constrained the growth of both Imperial County and Mexicali and resulted in significant losses in terms of business output, jobs, and tax revenue. The absence of a comprehensive mobility system, short pedestrian-friendly routes, and an intermodal facility has affected circulation and business development in Calexico's downtown business district and Imperial Valley region.

The Imperial County Transportation Commission (ICTC) in partnership with Caltrans, City of Calexico and Southern California Association of Governments (SCAG), determined that analyzing a Calexico Border Intermodal Transportation Center (ITC) concept adjacent to the international border crossing can mitigate various mobility impacts generated by the Calexico Port of Entry expansion project.

This study will evaluate the feasibility of a proposed ITC, including development and alternatives, identifying impacts, and estimating costs and financial feasibility

Project's Benefits & Key Deliverables:

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

- Analyzing potential sites for a transit center near or adjacent to the Calexico Border Port of Entry, that will facilitate the movement of people through the Port of Entry; and
- Providing data on travel behavior and transit needs in the City of Calexico, particularly with regards to transborder travel.

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 | \$109,639 |
| Huitt-Zollars Inc. (prime consultant) | \$82,889 |
| PRM Consulting (subconsultant) | \$26,750 |

Note: Huitt-Zollars originally proposed \$126,055, but staff negotiated the price down to \$109,639 without reducing the scope of work.

Contract Period:

September 27, 2013 through September 30, 2014

Project Number:

145.SCG02024.01 \$109,639
Funding source: Consolidated Planning Grant – FTA

Request-for-Proposal (RFP): SCAG staff notified 1,604 firms of the release of RFP 13-036. Staff also advertised the RFP on the American Planning Association’s website, in the Urban Transportation Monitor, as well as the Planning Institute, and posted it on SCAG’s bid management system. A total of 117 firms downloaded the RFP. SCAG received the following two (2) proposals in response to the solicitation:

| | |
|--|------------------|
| Hiutt-Zollars (1 subconsultant) | \$126,055 |
| Kimley Horn (2 subconsultants) | \$99,999 |

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

The PRC consisted of the following individuals:

- Beth Landrum, Associate Transportation Planner, Caltrans District 11
- Nick Servin, Public Works Director/City Engineer, Calexico
- Matt Gleason, Associate Regions Planner, SCAG
- Virginia Mendoza, Regional Transportation Planner, Imperial County Transportation Planning Commission

Basis for Selection: The PRC recommended Huitt-Zollars for the contract award for the following reasons:

- Demonstrated better knowledge of the scope and local outreach effort that is required to make the project a success;
- Identified key impediments that could be encountered; and
- Provided a more realistic schedule.

Although they were not the lower priced contractor, they demonstrated realistic and creative approaches, and better technical capabilities for the tasks involved.

CONSULTANT CONTRACT 13-027-C1

Recommended Consultant:

Evan Brooks Associates

Background & Scope of Work:

Staff requires the services of a grant writing consultant to supplement the efforts of the one staff position dedicated to grant writing with identifying and successfully competing for various planning grants and thereby increasing SCAG's capacity to fund its planning work. The consultant shall assist staff with identifying and writing proposals that can vary from small, mid to large, complex proposals. The consultant shall be available on-call to assist as needed. SCAG anticipates the consultant will complete a minimum of four (4) grant applications within an average period of twelve months.

SCAG seeks to ensure that all grant activities are implemented in a disciplined, well-managed, consistent, coordinated, and integrated manner.

The consultant shall:

- Conduct an organization wide needs assessment to understand and identify SCAG's priorities;
- Provide on-call grant assistance to develop new grants; and
Produce a list of available grant opportunities to SCAG from the following categories; Federal, State, Local, Private Foundations and Corporations.

Project's Benefits & Key Deliverables:

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

- Expanding funding sources; resulting in new funding sources for the region;
- Providing additional perspectives on how the organization secures grant opportunities and therefore enhancing it; and
- Completing an organization wide needs assessment based on existing planning documents, policies and programs of the Agency that require outside funding support.

Strategic Plan:

This item supports SCAG's Strategic Plan Goal 3: Enhance the Agency's Long Term Financial Stability and Fiscal Management; Objective a: maintain and monitors sustainable funding sources and develop opportunities.

Contract Amount:

Total not-to-exceed
Evan Brooks Associates

\$29,555

Note: Evan Brooks Associates originally proposed \$34,140, but staff negotiated the price down to \$29,555 without reducing the scope of work.

Contract Period:

September 10, 2013 through September 10, 2014

Project Number:

14-120.0175E.02 \$29,555
Funding source: Transit Development Act (TDA)

Request-for-Proposal (RFP): SCAG staff notified 1,163 firms of the release of RFP 13-027 and posted it on SCAG’s bid management system. A total of 54 firms downloaded the RFP. SCAG received the following six (6) proposals in response to the solicitation:

| | |
|---|-----------------|
| Evans Brooks Associates (no subconsultant) | \$34,140 |
| Dudek (no subconsultants) | \$24,980 |
| California Consulting LLC (no subconsultants) | \$36,725 |
| LeSar Development Corp.(1 subconsultant) | \$41,185 |
| Images Plus (no subconsultants) | \$43,300 |
| Judith Norman (no subconsultants) | \$53,925 |

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

The PRC consisted of the following individuals:

- Alfonso Hernandez, Sr. Grants Analyst, SCAG
- Basil Panas, CFO, SCAG
- Bernice Villanueva, Acting Budget and Grants Manager, SCAG
- Ping Chang, Program Manager, SCAG

Basis for Selection: The PRC recommended Evan Brooks Associates for the contract award for the following reasons:

- Other firms, including the lowest priced proposer, did not demonstrate the familiarity and breadth of experience as did the selected consultant, specifically in areas that SCAG intends to pursue, such as green technology, open space, transportation planning, integrated land use, geographic information system (GIS), modeling, general plans, environmental justice, active transportation planning, environmental and sustainability related grant opportunities; and
- The selected consultant demonstrated the organizational capability and experience with agencies similar to SCAG.

CONTRACT 12-035-C1 AMENDMENTS 3 and 4

Consultant: AgreeYa Solutions, Inc.

Background & Scope of Work: In November 2011, SCAG awarded Contract No. 12-012-C1, to AgreeYa Solutions, Inc. to build the technical platform for various SCAG websites. The new SCAG websites have put SCAG at the forefront of e-government. The websites are built on innovative blueprints and designs developed by staff in conjunction with a separate consulting firm, Civic Resources Group (CRG). These newly revamped websites facilitate public participation in SCAG’s planning activities through multiple, interactive web pages and search tools. The new design enables truly “revolutionary” regional planning and ensures compliance with the Americans with Disabilities Act (ADA).

These amendments will enable the consultant to complete several project objectives, including the launch of several microsites and the migration of SCAG’s main website to the new, modern design. It is critical to maintain the highly-skilled AgreeYa team through the end of this project phase in order to maintain project momentum, efficiency and consistency of the implementation.

Project’s Benefits & Key Deliverables: SCAG requires and a state-of-the-art website and innovative information technology strategies. The project’s benefits and key deliverables include, but are not limited to:

- Acquiring Innovative and accessible web applications that use the latest e-government technology to encourage public participation;
- Promoting SCAG branding consistently across all SCAG program websites;
- Increasing transparency and accountability of SCAG planning activities;
- Furthering SCAG’s “green” conservation efforts by expanding the distribution of SCAG information while reducing environmental impacts;
- Supporting public access using cell phones and tablets to respond to the growing demand for mobile access; and
- Establishing an efficient workflow that facilitates rapid updates to content.

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

| | | |
|--------------------------|--|-------------------------|
| Amendment Amount: | Amendment 4 | \$26,101 |
| | Amendment 3 | <u>\$48,805</u> |
| | | Subtotal: \$74,906 |
| | Amendment 2 (administrative - no change to contract’s value) | |
| | Amendment 1 (administrative - no change to contract’s value) | |
| | Original contract value | <u>\$628,710</u> |
| | Total contract value is not-to-exceed | <u>\$703,616</u> |

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

Contract Period: July 10, 2012 through June 30, 2015

Project Numbers: 811.SCG01163.07 \$114,283
045.SCG00142.12 \$ 49,687
045.SCG00142.20 \$458,906
045.SCG00694.01 \$ 80,740

Funding sources: Consolidated Planning Grant – FHWA and FTA and Indirect

Basis for the Amendment: Consultant has completed the build-out of the server infrastructure and the technology that provides the structure and design for each microsite and the main website. Since the project began, the consultant has provided coding and testing services to launch several microsities, including the new Compass Blueprint, Federal Transportation Improvement Program (FTIP) and Clean Cities sites. Since the project began, SCAG’s demand for new websites has increased for the purpose of highlighting various SCAG planning efforts, such as Express Travel Choices and Scenario Planning. The latter will inform stakeholders and the public regarding the 2016-2040 RTP/SCS input process for land use and alternative travel modes. Staff and the consultant encountered unexpected technical challenges with the new Sharepoint technology in early 2013 that required the consultant to rebuild the test environment for the microsities and main website. In summary, SCAG’s increased demand for websites and these early technical challenges led to the need for additional hours of technical services from the consultant.

REPORT

DATE: October 3, 2013

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

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

SUBJECT: FY 2014-15 Comprehensive Budget Development Schedule

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

For Information Only-No Action Required.

EXECUTIVE SUMMARY:

A schedule for the development of the FY 2014-15 Comprehensive Budget has been completed. The schedule accommodates all federal and state guidelines and lists the dates of action required by SCAG Management and staff; the Executive/Administration Committee; Regional Council; General Assembly; Inter-modal Planning Group; Federal Highway Administration (FHWA)/Federal Transit Administration (FTA); and the California Department of Transportation (Caltrans).

STRATEGIC PLAN:

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

BACKGROUND:

As a Metropolitan Planning Organization (MPO), SCAG is required by FHWA, FTA and Caltrans to develop an annual Overall Work Program (OWP) which identifies the work that will be accomplished during the fiscal year. The OWP represents a major part of the Comprehensive Budget and is primarily funded by federal and state transportation funds. The Comprehensive Budget also includes other federal and state grant funded program budgets; the SCAG General Fund budget; and the Indirect Cost and Fringe Benefits budgets. Completion of the development of each budget component and the associated tasks takes a significant amount of time and coordination with our funding and regional partners. Therefore, a schedule has been developed to ensure that all SCAG, Caltrans and FHWA/FTA due dates are met by keeping the process on track. The following are key milestones and due dates to assist the Regional Council, Caltrans, FHWA, FTA, our regional partners and SCAG with awareness of these dates during the development period.

- Budget/OWP Schedule presented as information October 3, 2013
- Present Comprehensive Budget Document with Indirect February 6, 2014
Cost and General Fund to Executive /Administration Committee
(EAC) and Regional Council (RC)

REPORT

- Submit Draft OWP to Caltrans, FHWA/FTA 30 days before scheduled March MPO Meeting March 6, 2014
- EAC and RC approve release of Draft OWP for public comments March 6, 2014
- EAC and RC approve SCAG's Comprehensive Budget March 6, 2014
- Mail General Fund (GF) Budget to General Assembly for approval at May 1, 2014 meeting March 6, 2014
- Coordinate Draft Work Plans from Partner Agencies to minimize duplication of work effort March 3 - 7, 2014
- Receive Caltrans comments on Draft OWP April 3, 2014
- Public Comment period closes April 5, 2014
- Response to Public Comments completed April 11, 2014
- FHWA/FTA Meeting to review Draft OWP April 16, 2014*
- Staff prepares EAC/RC Agency Report for Final OWP April 14 - 18, 2014
- Finalize OWP based on comments April 14 - 30, 2014
- Submit Indirect Cost Allocation Plan to Caltrans April 30, 2014
- General Assembly approves General Fund Budget May 1, 2014
- RC approves Final OWP May 1, 2014
- Submit Final OWP to Caltrans May 1, 2014
- Caltrans submits Final OWP for FHWA/FTA approval by May 30, 2014
- FHWA/FTA grants approval of OWP to Caltrans by June 30, 2014
- Caltrans approves SCAG OWP by June 30, 2014

*Tentative date subject to change.

FISCAL IMPACT:

The 2013-14 Comprehensive Budget and OWP provide funding for the preparation of the FY 2014-15 Comprehensive Budget and OWP.

ATTACHMENT:

None.

REPORT

DATE: October 3, 2013

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

FROM: Basil Panas, 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.

AUDITS
SCAG's outside independent auditors, Vasquez Co., LLP, began their FY13 audit fieldwork on September 16, 2013. Their fieldwork will take about four weeks and they will present their preliminary audit report to the Audit Committee in the first week of December.

MEMBERSHIP DUES 2103-14
Our collection of FY 2013-14 dues are on schedule. We have received 62% (\$1,159,062) of our dues assessment representing 82% (157 agencies) of our membership.

BUDGET & GRANTS (B&G):
On September 18, 2013, B&G staff submitted the Final FY 2012-13 4th Quarter Progress Report to Caltrans. This report included Fiscal Year 2013 year-end final expenditures.

B&G staff, in collaboration with the Planning Departments collected, organized and labeled all OWP products completed for FY 2012-13 and submitted to Caltrans on September 18, 2013.

During the past months, B&G Staff and the Chief Financial Officer have been participating in collaborative dialogues with Caltrans, and other MPOs in California, as well as our Region's County Transportation Commissions and stakeholders to come up with a viable Designated Recipient(s) for the administration of FTA's 5310 Program. MAP-21 introduced new administrative variables to the Federal Transit Administration (FTA) Section 5310 program, which no longer provides a single apportionment to the State and requires designation of a Designated Recipient for each large urbanized area (UZA). SCAG currently has ten (10) large UZAs within its region. The following options are being discussed:

- Option #1: Caltrans as the Designated Recipient
- Option #2: MPOs or the County Transportation Commissions (CTCs) as Designated Recipient
- Option #3: Designated Recipient partnership between Caltrans for the administration and MPO or CTC for programming of projects.

REPORT

SCAG is currently having discussions with CTCs and other stakeholders to finalize the selection of a Designated Recipient.

CONTRACTS:

In August 2013, the Contracts Department issued four (4) Requests for Proposal (RFPs); awarded one (1) contract; issued fourteen (14) contract amendments; and issued 65 Purchase Orders to support ongoing business and enterprise operations. Staff also administered 67 consultant contracts.

The Contracts staff continued to negotiate better pricing and reduced costs for services. During the month of August 2013, over \$9,349 in budget savings was realized.

ATTACHMENT:

August CFO Monthly Status Report



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

Office of the Chief Financial Officer

Monthly Status Report

AUGUST 2013



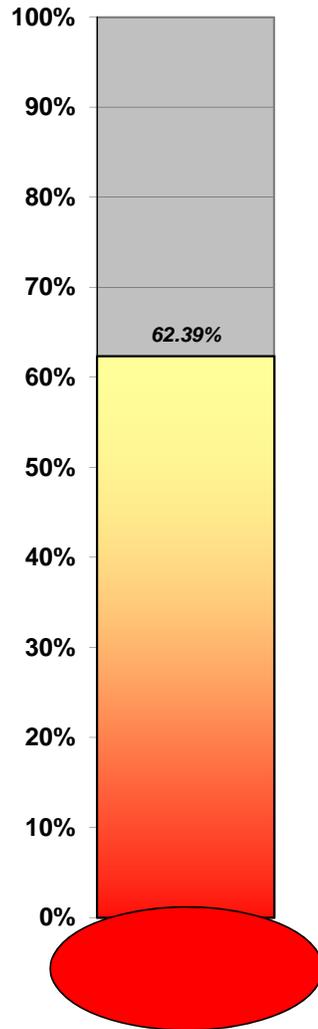
OVERVIEW

As of September 18, 2013, 157 cities have renewed their membership, leaving 31 yet to renew. There are three (3) cities in the SCAG region who are still being recruited for membership.

SUMMARY

| | |
|----------------------|-------------------------------|
| FY14 Membership Dues | <u><u>\$ 1,857,847.00</u></u> |
| Total Collected | <u><u>\$ 1,159,062.00</u></u> |
| Percentage Collected | <u><u>62.39%</u></u> |

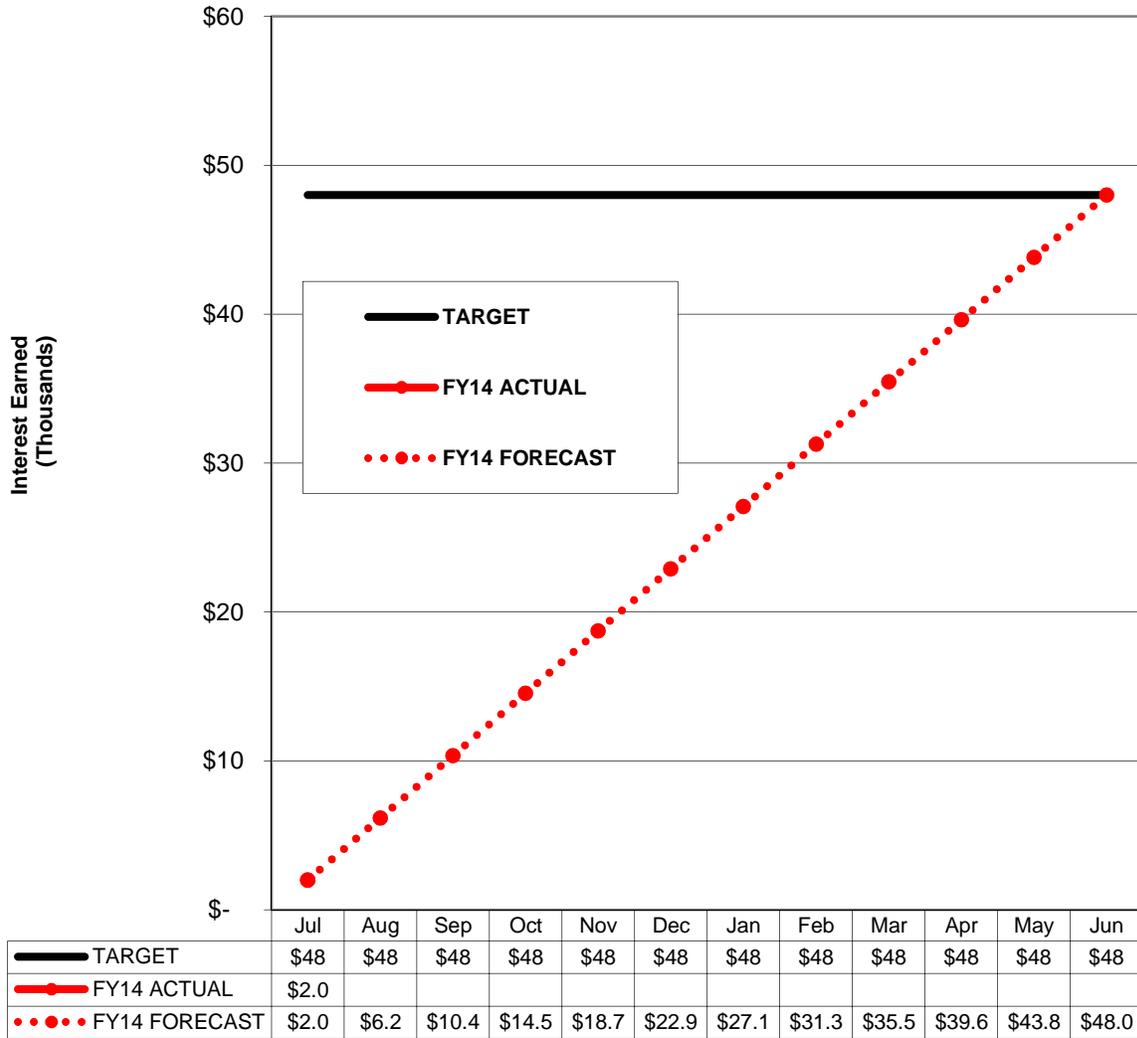
**FY14 Membership
Dues Collected**



Office of the CFO
Interest Earnings Variance



INTEREST EARNINGS VARIANCE



OVERVIEW

Actual interest income is plotted against the target amount. The amount earned through July was \$1,987. The LA County Pool earned 0.63% in July.

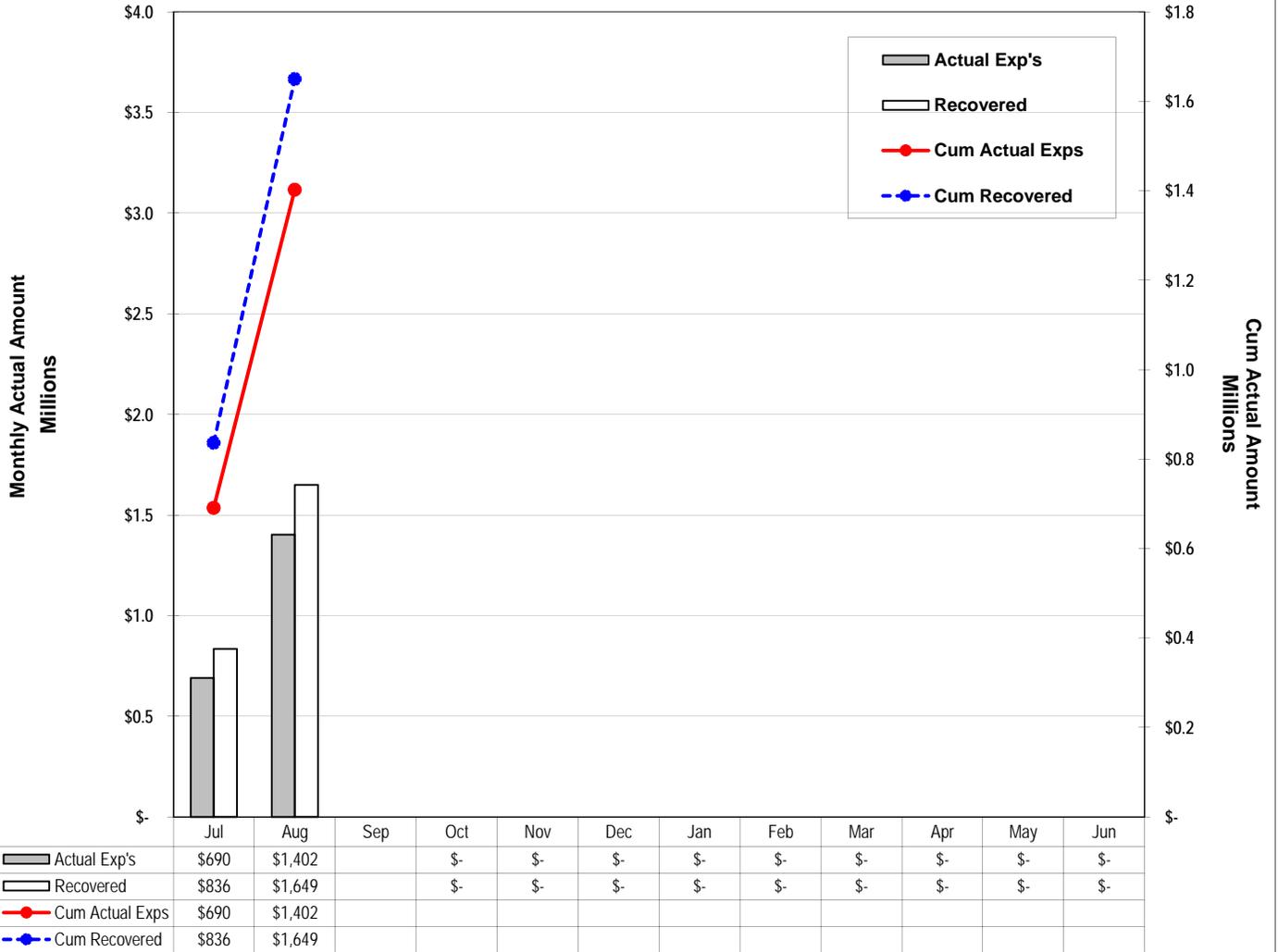
SUMMARY

The amount projected for FY14 is \$48,000.



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

FY14 INDIRECT COST & RECOVERY



OVERVIEW

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

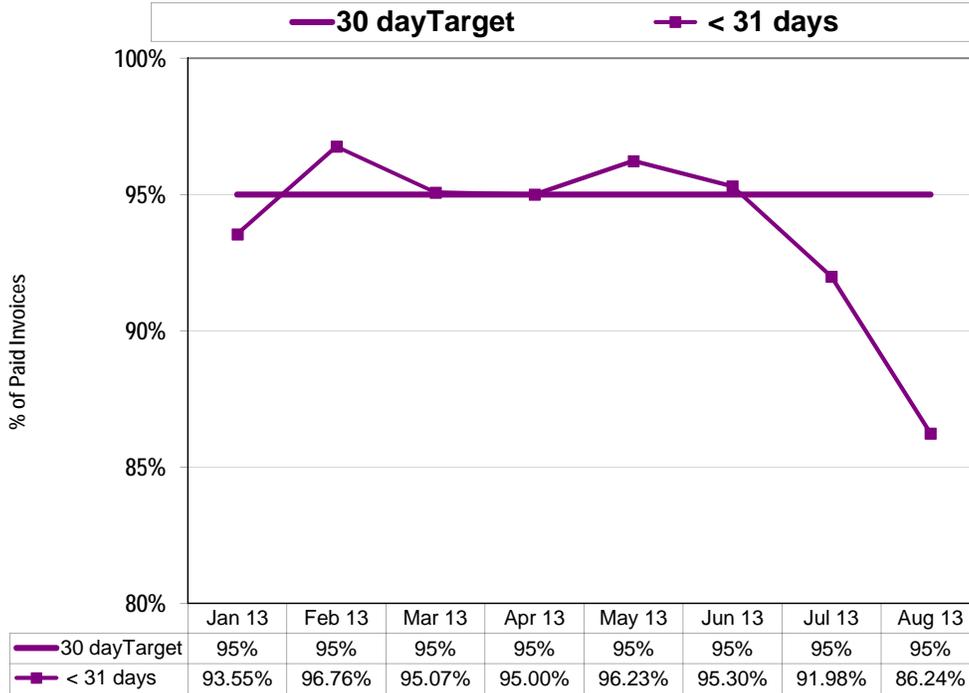
SUMMARY

Through August 2013, SCAG was over-recovered by \$247,448. This was because the Indirect Cost budget was underspent.

Office of the CFO
Invoice Aging



INVOICE AGING



OVERVIEW

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

SUMMARY

86.24% of August 2013's payments were made within 30 days of invoice receipt.
At month-end, 20 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.

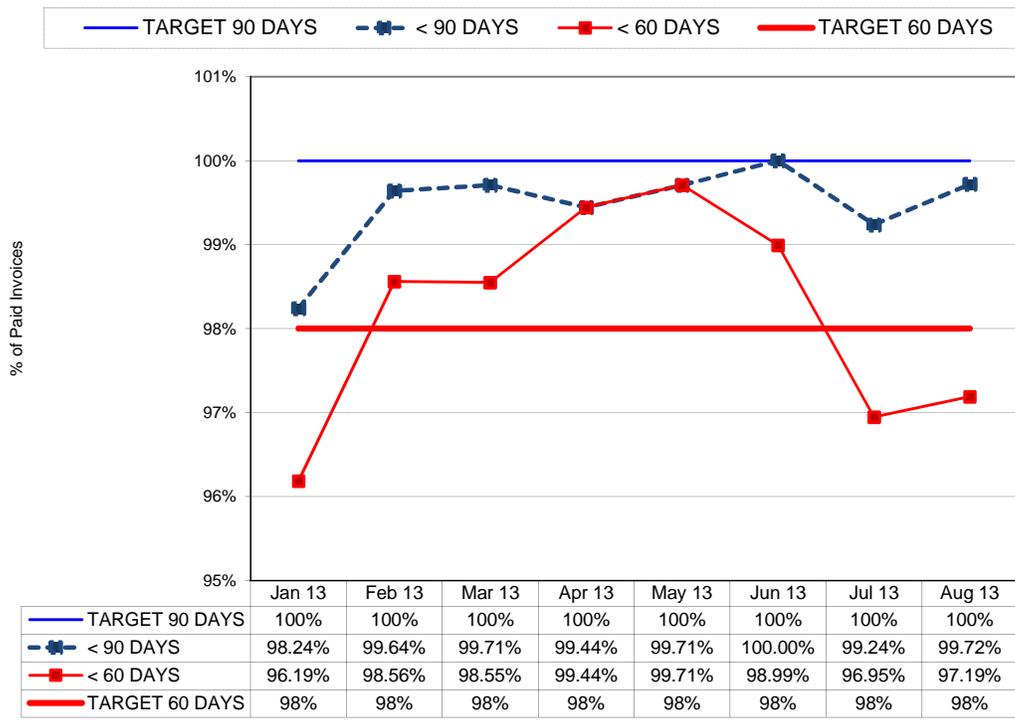
SUMMARY

These goals were not met during this period.

97.19% of August 2013's payments were within 60 days of invoice receipt and 99.72% within 90 days. Invoices unpaid 30-60 days totaled 2; 60-90 days: 0; >90 days: 0.



INVOICE AGING



Office of the CFO
Consolidated Balance Sheet

| | 7/31/2013 | 8/31/2013 | Incr (decr) to equity | COMMENTS |
|---|-----------------------|-----------------------|--------------------------------|--|
| Cash at Bank of the West | \$ 2,765,719 | \$ (351,848) | | |
| LA County Investment Pool | \$ 6,472,657 | \$ 6,572,862 | | |
| Cash & Investments | \$ 9,238,376 | \$ 6,221,014 | \$ (3,017,362) | Cash was used to pay FY13 year-end invoices |
| Accounts Receivable | \$ 7,785,249 | \$ 9,397,648 | \$ 1,612,399 | Caltrans takes longer to approve the year-end CPG billings |
| Fixed Assets - Net Book Value | \$ 264,272 | \$ 264,272 | \$ - | No change |
| Total Assets | \$ 17,287,897 | \$ 15,882,934 | \$ (1,404,963) | |
| Accounts Payable | \$ (1,844,171) | \$ (96,921) | \$ 1,747,250 | FY13 year-end invoices were settled |
| Employee-related Liabilities | \$ (616,998) | \$ (259,795) | \$ 357,203 | August had fewer unpaid payroll days than July |
| Other Current Assets | \$ (118,986) | \$ (258,519) | \$ (139,534) | IC was over-recovered by \$102K |
| Deferred Revenue | \$ (624,488) | \$ (624,488) | \$ - | Minimal change |
| Total Liabilities and Deferred Revenue | \$ (3,204,642) | \$ (1,239,723) | \$ 1,964,919 | |
| Fund Balance | \$ 14,083,255 | \$ 14,643,211 | \$ 559,956 | |
| WORKING CAPITAL | | | | |
| | 7/31/2013 | 8/31/2013 | Incr (decr) to working capital | |
| Cash | \$ 9,238,376 | \$ 6,221,014 | \$ (3,017,362) | |
| Accounts Receivable | \$ 7,785,249 | \$ 9,397,648 | \$ 1,612,399 | |
| Accounts Payable | \$ (1,844,171) | \$ (96,921) | \$ 1,747,250 | |
| Employee-related Liabilities | \$ (616,998) | \$ (259,795) | \$ 357,203 | |
| Working Capital | \$ 14,562,456 | \$ 15,261,946 | \$ 699,490 | |

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



**SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS**

COMPREHENSIVE BUDGET

| | | Adopted Budget | Amended Budget | Expenditures | Commitments | Budget Balance | % Budget Used |
|----|-------------------------------------|---------------------------|---------------------------|---------------------|--------------------|---------------------------|------------------------------|
| 1 | Staff & Allocated Fringe Benefits | 149,472 | 149,472 | 45,068 | | 104,404 | 30.2% |
| 2 | 51001 Allocated Indirect Costs | 130,526 | 130,526 | 39,299 | | 91,227 | 30.1% |
| 3 | 54300 SCAG Consultants | 324,000 | 324,000 | 12,124 | 233,755 | 78,122 | 3.7% |
| 4 | 54340 Legal costs | 25,000 | 25,000 | 660 | 24,340 | 0 | 2.6% |
| 5 | 54350 Professional Services | 120,000 | 120,000 | - | 4,800 | 115,200 | 0.0% |
| 6 | 55441 Payroll, bank fees | 13,000 | 13,000 | 280 | | 12,720 | 2.2% |
| 7 | 55600 SCAG Memberships | 135,300 | 135,300 | 76 | | 135,224 | 0.1% |
| 8 | 55730 Capital Outlay | 677,106 | 677,106 | - | | 677,106 | 0.0% |
| 9 | 55910 RC/Committee Meetings | 50,000 | 50,000 | - | 3,353 | 46,647 | 0.0% |
| 10 | 55914 RC General Assembly | 330,000 | 330,000 | 15,000 | 264,002 | 50,998 | 4.5% |
| 13 | 55920 Other Meeting Expense | 90,000 | 90,000 | 10,919 | 21,192 | 57,889 | 12.1% |
| 14 | 55930 Miscellaneous other | 319,374 | 319,374 | 1,045 | 47,967 | 270,362 | 0.3% |
| 15 | 55940 Stipend - RC Meetings | 180,000 | 180,000 | 15,650 | 0 | 164,350 | 8.7% |
| 16 | 55972 Rapid Pay Fees | 975 | 975 | - | | 975 | 0.0% |
| 17 | 56100 Printing | 6,000 | 6,000 | 242 | 5,701 | 57 | 4.0% |
| 18 | 58100 Travel - outside SCAG region | 37,200 | 37,200 | 917 | 0 | 36,283 | 2.5% |
| 19 | 58101 Travel - local | 21,100 | 21,100 | 444 | 0 | 20,656 | 2.1% |
| 20 | 58110 Mileage - local | 14,000 | 14,000 | 605 | 0 | 13,395 | 4.3% |
| 21 | 58150 Staff Lodging Expense | 3,500 | 3,500 | - | | 3,500 | 0.0% |
| 22 | 58800 RC Sponsorships | 66,400 | 66,400 | 12,500 | 5,000 | 48,900 | 18.8% |
| 23 | Total General Fund | 2,692,953 | 2,692,953 | 154,829 | 610,109 | 1,928,014 | 5.7% |
| 24 | | | | - | | | |
| 25 | Staff & Fringe Benefits | 12,164,400 | 12,164,400 | 1,846,307 | | 10,318,093 | 15.2% |
| 26 | 51001 Allocated Indirect Costs | 10,622,486 | 10,622,486 | 1,609,980 | | 9,012,506 | 15.2% |
| 27 | 54300 SCAG Consultants | 11,818,643 | 11,818,643 | 52,678 | 10,233,672 | 1,532,292 | 0.4% |
| 28 | 54350 Professional Services | 889,000 | 889,000 | 20,250 | 291,804 | 576,946 | 2.3% |
| 29 | 55210 Software Support | 188,059 | 188,059 | 93,296 | 11,157 | 83,606 | 49.6% |
| 30 | 55220 Hardware Support | 120,000 | 120,000 | - | 16,130 | 103,870 | 0.0% |
| 31 | 55280 Third Party Contribution | 3,170,438 | 3,170,438 | - | 126,397 | 3,044,041 | 0.0% |
| 32 | 55520 Graphic Supplies | 30,000 | 30,000 | 1,465 | | 28,535 | 4.9% |
| 33 | 55620 Resource Materials - subscrib | 205,000 | 205,000 | 15,023 | 37,598 | 152,379 | 7.3% |
| 34 | 55810 Public Notices | 28,000 | 28,000 | - | | 28,000 | 0.0% |
| 35 | 55830 Conference - Registration | 10,500 | 10,500 | - | 2,500 | 8,000 | 0.0% |
| 36 | 55920 Other Meeting Expense | 96,000 | 96,000 | - | | 96,000 | 0.0% |
| 37 | 55930 Miscellaneous - other | 135,953 | 135,953 | - | 17,485 | 118,468 | 0.0% |
| 38 | 56100 Printing | 105,000 | 105,000 | - | 0 | 105,000 | 0.0% |
| 39 | 58100 Travel | 170,700 | 170,700 | 6,041 | 295 | 164,364 | 3.5% |
| 40 | Total OWP | 39,754,179 | 39,754,179 | 3,645,041 | 10,737,037 | 25,372,101 | 9.2% |
| 41 | | | | - | | | |
| 42 | Comprehensive Budget | 42,447,132 | 42,447,132 | 3,799,870 | 11,347,147 | 27,300,115 | 9.0% |

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

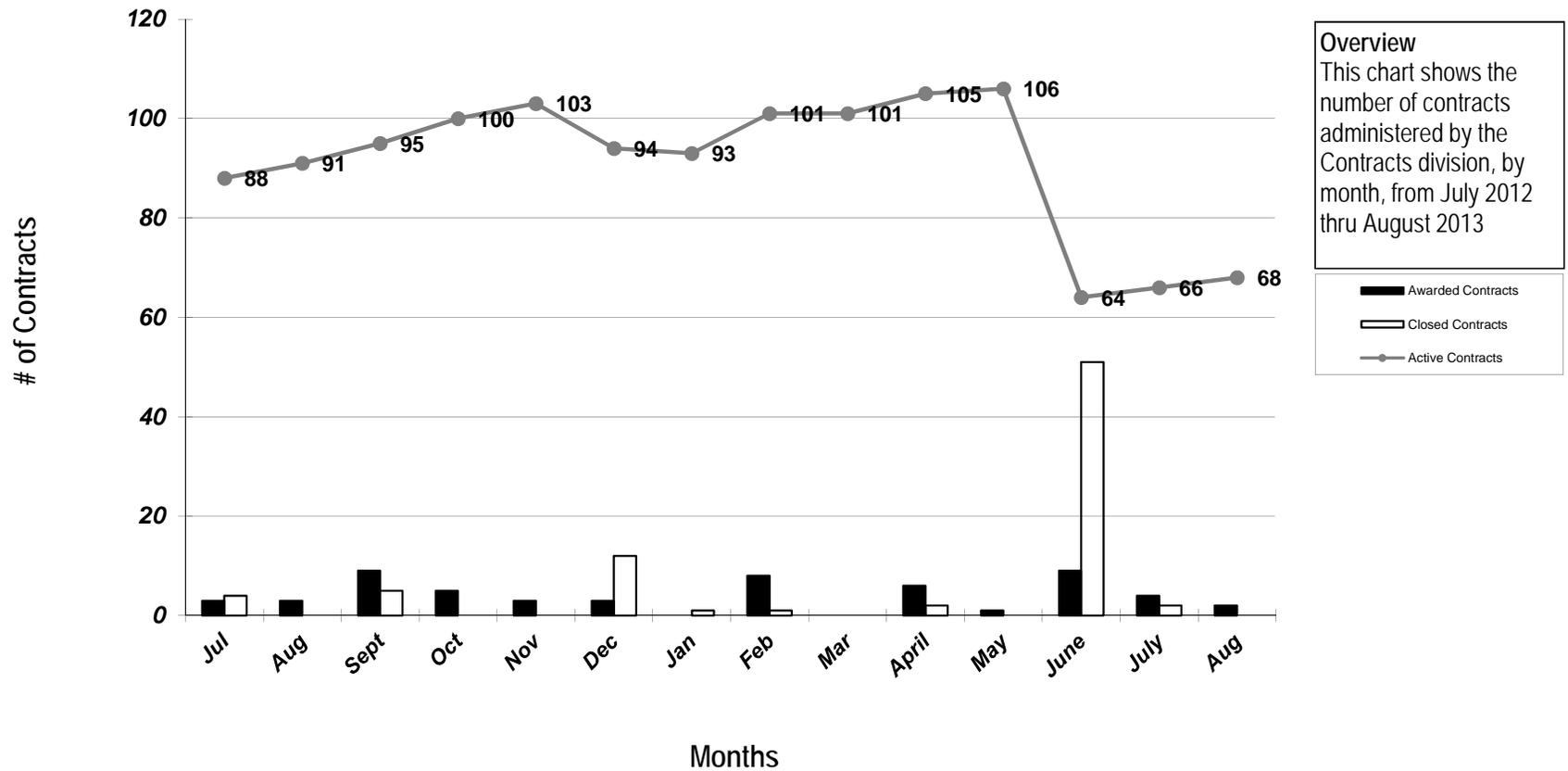


INDIRECT COST EXPENDITURES

| | | Adopted Budget | Amended Budget | Expenditures | Commitments | Budget Balance | % Budget Spent |
|----|----------------------------|---------------------------|-----------------------|---------------------|--------------------|-----------------------|---------------------------|
| 1 | 50010 | 3,435,840 | 3,435,016 | 536,311 | | 2,898,705 | 15.6% |
| 2 | 50013 | - | 824 | 824 | | 0 | 100.0% |
| 3 | 50014 | 20,000 | 20,000 | 3,687 | | 16,313 | 18.4% |
| 4 | 51000 | 2,407,072 | 2,407,072 | 384,027 | | 2,023,045 | 16.0% |
| 5 | 54300 | 117,271 | 114,136 | 5,400 | 108,736 | 0 | 4.7% |
| 6 | 54340 | 150,000 | 150,000 | 660 | 127,347 | 21,993 | 0.4% |
| 7 | 54350 | 1,498,594 | 1,498,594 | 51,949 | 619,084 | 827,561 | 3.5% |
| 8 | 55210 | 343,305 | 340,245 | 20,564 | 206,067 | 113,614 | 6.0% |
| 9 | 55220 | 98,512 | 98,512 | 685 | 29,984 | 67,844 | 0.7% |
| 11 | 55240 | 20,000 | 20,000 | 1,970 | 18,030 | 0 | 9.8% |
| 10 | 55270 | - | 3,060 | 3,060 | | 0 | 100.0% |
| 12 | 55400 | 1,582,877 | 1,582,877 | 252,981 | 1,201,623 | 128,273 | 16.0% |
| 13 | 55410 | 220,328 | 220,328 | 31,926 | 188,402 | 0 | 14.5% |
| 14 | 55420 | 117,979 | 117,979 | 11,609 | 106,370 | 0 | 9.8% |
| 15 | 55430 | 35,000 | 35,000 | 6,925 | 28,076 | 0 | 19.8% |
| 16 | 55440 | (126,622) | (126,622) | 28,497 | 1,216 | (99,341) | -22.5% |
| 17 | 55441 | 10,000 | 10,000 | 954 | | 9,046 | 9.5% |
| 18 | 55460 | 93,600 | 93,600 | 4,183 | 17,160 | 72,257 | 4.5% |
| 19 | 55510 | 130,000 | 130,000 | 7,526 | 122,474 | 0 | 5.8% |
| 20 | 55520 | - | 1,465 | - | 870 | 595 | 0.0% |
| 21 | 55530 | 184,800 | 184,800 | 11,213 | 173,587 | 0 | 6.1% |
| 22 | 55540 | 20,000 | 20,000 | - | 200 | 19,800 | 0.0% |
| 23 | 55550 | 8,500 | 8,500 | 598 | 7,902 | 0 | 7.0% |
| 24 | 55600 | - | 3,135 | 3,059 | | 76 | 97.6% |
| 25 | 55610 | 1,850 | 1,850 | 180 | 75 | 1,595 | 9.7% |
| 26 | 55620 | 36,200 | 36,200 | 12,023 | 3,663 | 20,514 | 33.2% |
| 27 | 55700 | 43,700 | 43,700 | - | | 43,700 | 0.0% |
| 28 | 55710 | 95,000 | 95,000 | - | | 95,000 | 0.0% |
| 29 | 55720 | 5,300 | 5,300 | - | | 5,300 | 0.0% |
| 30 | 55800 | 10,000 | 10,000 | - | 5,001 | 4,999 | 0.0% |
| 31 | 55801 | 22,000 | 22,000 | - | 22,000 | 0 | 0.0% |
| 32 | 55810 | 25,000 | 23,535 | - | 423 | 23,112 | 0.0% |
| 33 | 55820 | 65,000 | 65,000 | 17,792 | 47,208 | 0 | 27.4% |
| 34 | 55830 | 25,850 | 25,850 | - | | 25,850 | 0.0% |
| 35 | 55920 | 1,200 | 1,200 | 214 | 986 | 0 | 17.8% |
| 36 | 55930 | 13,500 | 13,500 | - | 13,500 | 0 | 0.0% |
| 37 | 55950 | 23,500 | 23,500 | - | 23,500 | 0 | 0.0% |
| 38 | 56100 | 7,500 | 7,500 | - | 7,500 | 0 | 0.0% |
| 39 | 58100 | 91,850 | 91,850 | 126 | | 91,724 | 0.1% |
| 40 | 58101 | 9,950 | 9,950 | 251 | | 9,699 | 2.5% |
| 41 | 58110 | 40,375 | 40,375 | 2,563 | | 37,812 | 6.3% |
| 42 | 58150 | 3,000 | 3,000 | - | | 3,000 | 0.0% |
| 43 | 58450 | 6,500 | 6,500 | 77 | 6,423 | 0 | 1.2% |
| 44 | Total Indirect Cost | 10,894,331 | 10,894,331 | 1,401,831 | 3,087,407 | 6,405,093 | 12.9% |

* Negative budget reflects the refund that SCAG earned from CalJPIA. The refund itself was booked in FY13 in the Accounting records.

SCAG Contracts (Year to Date)



Summary

The chart shows that the Contract Division is managing 68 active consultant contracts. Twenty of these are Cost Plus Fixed Fee contracts, 19 are fixed price contracts, and the remaining 29 are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). The Contracts Department anticipates issuing approximately forty (40) contracts during FY 2013/14. Note, due to the nature of SCAG's work, the majority of SCAG contracts have a one year term and end on June 30th each year.

Office of the CFO
Staffing Report as of September 1, 2013

| GROUPS | Authorized Positions | Filled Positions | Vacant Positions |
|--|-----------------------------|-------------------------|-------------------------|
| Executive | 5 | 4 | 1 |
| Legal | 2 | 2 | 0 |
| Strategy, Policy & Public Affairs | 19 | 18 | 1 |
| Administration | 42 | 40 | 2 |
| Planning & Programs | 65 | 60 | 5 |
| Total | 133 | 124 | 9 |

OTHER POSITIONS

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