

SOUTHERN CALIFORNIA



**ASSOCIATION of
GOVERNMENTS**

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Transportation
Keith Millhouse, Ventura County
Transportation Commission

MEETING OF THE

EXECUTIVE/ADMINISTRATION COMMITTEE

PLEASE NOTE TIME

Thursday, November 1, 2012

9:00 a.m. – 10:00 a.m.

**SCAG Main Office
818 W. 7th Street, 12th Floor
Board Room
Los Angeles, CA 90017
(213) 236-1800**

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Deby Salcido at (213) 236-1993 or via email salcido@scag.ca.gov

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

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Executive/Administration Committee
Members – November 2012

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

NOVEMBER 1, 2012

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

CALL TO ORDER & PLEDGE OF ALLEGIANCE

(Hon. 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

PRESIDENT'S REPORT

EXECUTIVE DIRECTOR'S REPORT

(Hasan Ikhata, Executive Director)

E-Voting System Update

CONSENT CALENDAR

Page No.

Approval Items

- | | | |
|---|-------------------|-----------|
| 1. <u>Minutes of the September 19, 2012 Special Meeting</u> | Attachment | 1 |
| 2. <u>Minutes of the October 4, 2012 Meeting</u> | Attachment | 3 |
| 3. <u>Amendment 2 of the Fiscal Year (FY) 2012/13 Overall Work Program (OWP)</u> | Attachment | 9 |
| 4. <u>Deferral of Fiscal Year (FY) 2012/13 Membership Dues for the City of San Bernardino</u> | Attachment | 14 |
| 5. <u>SCAG Memberships</u> | Attachment | 15 |
| 6. <u>SB 535 (de León) – California Global Warming Solutions Act of 2006 – Greenhouse Gas Reduction (GHGR) Fund</u> | Attachment | 17 |

**EXECUTIVE/ADMINISTRATION COMMITTEE
AGENDA
NOVEMBER 1, 2012**

<u>Receive and File</u>		<u>Page No.</u>
7. <u>FY 2013/2014 Comprehensive Budget Development Schedule</u>	Attachment	22
8. <u>Contracts/Purchase Orders and/or Amendments Between \$5,000 - \$200,000</u>	Attachment	24
9. <u>2013 Meeting Schedule</u>	Attachment	31
<u>CFO MONTHLY FINANCIAL REPORT</u> <i>(Basil Panas, Acting Chief Financial Officer)</i>	Attachment	32

FUTURE AGENDA ITEMS

Any Committee member or staff desiring to place items on a future agenda may make such a request.

ANNOUNCEMENTS

ADJOURNMENT

The Executive/Administration Committee (EAC) meeting for December is cancelled.

The Third Annual Economic Summit is scheduled for Thursday, December 6, 2012, 9:00 a.m.-2:00 p.m., at the Westin Bonaventure Hotel, 404 South Figueroa Street, Los Angeles, CA 90071.

The next EAC meeting is scheduled for Thursday, January 3, 2013, at the SCAG Los Angeles Office.

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
SPECIAL MEETING
September 19, 2012

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 a Special meeting at the SCAG Offices, in Los Angeles, California. The meeting was called to order by Hon. Pam O'Connor, Immediate Past President, City of Santa Monica, District 41. A quorum was present.

Members Present

Hon. Glen Becerra, Simi Valley, Chair	District 46 (Via Teleconference)
Hon. Greg Pettis, Cathedral City, 1st Vice -President	District 2 (Via Teleconference)
Hon. Carl Morehouse, San Buenaventura, 2 nd Vice-President	District 47 (Via Videoconference)
Hon. Pam O'Connor, Santa Monica, Imm. Past President	District 41
Hon. Lisa Bartlett, Dana Point	TCA (Via Teleconference)
Hon. James Johnson, Long Beach	District 30 (Via Teleconference)
Hon. Paula Lantz, Pomona	District 38 (Via Teleconference)
Mr. Randall Lewis	Lewis Operating Corp. (Via Teleconference)
Hon. Judy Mitchell, Rolling Hills Estate	District 40 (Via Teleconference)
Hon. Kris Murray, Anaheim	District 19 (Via Teleconference)
Hon. Cheryl Viegas-Walker, El Centro	District 1 (Via Videoconference)
Hon. Dennis Zine, Los Angeles	District 50 (Via Teleconference)

Members Not Present

Hon. Larry McCallon, Highland	District 7
Hon. Keith Millhouse, Moorpark	VCTC
Hon. Jeff Stone	Riverside County
Hon. Alan Wapner, Ontario	SANBAG

CALL TO ORDER

Hon. Pam O'Connor, Immediate Past President, called the meeting to order at 4:05 p.m.

PUBLIC COMMENT PERIOD

No Public Comments were given.

PRESIDENT'S REPORT

EXECUTIVE DIRECTOR'S REPORT

APPROVAL ITEMS

After discussion of Items No. 3 and 5, a motion was made (O'Connor) to approve Items No.1-5. Motion was seconded (Mitchell). A roll call vote was taken. Motion passed unanimously.

1. Conformity Analysis for the 2013 Federal Transportation Improvement Program

The EAC, acting on behalf of the Regional Council (RC), approved the conformity analysis for the 2013 FTIP.

2. Approval of Final 2013 Federal Transportation Improvement Program

The EAC, acting on behalf of the RC, approved the Final 2013 FTIP, adopted the corresponding Resolution No. 12-542-1 and authorized staff to forward them to the funding agencies.

3. Contracts \$200,000 or Greater: Contract No. 12-33-C1 – Integrated Transit and Land Use Planning for the Foothill Boulevard/5th Street Bus Rapid Transit (BRT) Corridor

The EAC, acting on behalf of the RC, approved Contract No. 12-033-C1 with Transportation Management Design (TMD), Inc., in an amount not-to-exceed \$379,291.

4. Contracts \$200,000 or Greater: Contract No. 12-043-C1 – On –Call Economics Advisory and Outreach Services

The EAC, acting on behalf of the RC, approved Contract No. 12-043-C1, with multiple consultants, in an amount not-to-exceed \$1,000,000.

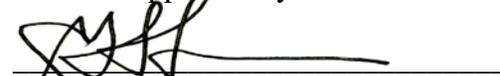
5. SCAG Memberships and Sponsorships

The EAC, acting on behalf of the RC, approved the memberships and sponsorships that were described in the staff report.

ADJOURNMENT

The meeting adjourned at 4:30 p.m. The next regular meeting of the Executive/Administration Committee will be held on Thursday, October 4, 2012 at the SCAG Los Angeles Office.

Minutes Approved by:



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

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

October 4, 2012

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 9:04 a.m. A quorum was present.

Members Present

Hon. Glen Becerra, Simi Valley, President	District 46
Hon. Lisa Bartlett, Dana Point	TCA
Hon. James Johnson, Long Beach	District 30
Mr. Randall Lewis, Ex-Officio	Lewis Group of Companies Hon.
Larry McCallon, Highland	District 7
Hon. Keith Millhouse, Moorpark	VCTC
Hon. Judy Mitchell, Rolling Hills Estates	District 40
Hon. Carl Morehouse, 2 nd Vice-President	District 47
Hon. Kris Murray, Anaheim	District 19
Hon. Greg Pettis, Cathedral City, 1st Vice-President	District 2
Hon. Cheryl Viegas-Walker, El Centro	District 1
Hon. Alan Wapner, Ontario	SANBAG
Hon. Dennis Zine, Los Angeles	District 50

Members Not Present

Hon. Paula Lantz, Pomona	District 38
Hon. Pam O'Connor, Santa Monica, Imm. Past President	District 41
Hon. Jeff Stone	Riverside County

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Hon. Glen Becerra, Chair, called the meeting to order at 9:04 a.m.

PUBLIC COMMENT PERIOD

No Public Comments were received.

REVIEW and PRIORITIZE AGENDA ITEMS

There was no reprioritization of the agenda.

PRESIDENTS REPORT

Hon. Glen Becerra, Chair, congratulated Hon. Pam O'Connor, SCAG's Immediate Past-President on receiving the Mobility 21 Public Sector Leader of the Year Award.

Mr. Becerra commented on the extraordinary effort that was made on the outreach to the county representatives to attend the October 4, 2012 discussion regarding the impacts of AB 109 – The 2011 Public Safety Realignment Act. The meeting will take place at the Regional Council (RC) meeting later in the day.

Mr. Becerra reported that the six (6) Subcommittees are currently being organized. A full update will be provided at the November 1, 2012 EAC meeting.

Mr. Becerra announced that SCAG's Third Annual Economic Summit will be held on December 6, 2012 at the Westin Bonaventure Hotel. He invited the committee members to attend both the Summit and the VIP reception, which is being held on December 5, 2012. Those interested in attending may contact SCAG staff for more details.

EXECUTIVE DIRECTOR'S REPORT

Hasan Ikhata, Executive Director, reported that the Information Technology staff was reviewing a new e-voting system to accommodate RC members. The Smart Card Audience Response system is an interim solution that is designed to provide the required features and functionality. Staff will provide a status update and possible demonstration at the November 1, 2012 RC meeting.

Hasan Ikhata announced that the 2013 RC schedule was included in the agenda packet and invited discussion from the committee regarding the meeting dates. It was concluded that the RC would go "Dark" in July 2013 instead of August; and, in honor of Rosh Hashanah, the September 5, 2013 meeting date would be changed to September 12, 2013. Staff will distribute an updated 2013 RC meeting schedule.

In closing, Mr. Ikhata also noted that the amicus curiae brief filed jointly by SCAG, CALCOG, SACOG and MTC supporting the San Diego Associated Governments (SANDAG) in the lawsuit involving its 2050 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), was rejected by the court. Mr. Ikhata stated that the court noted lack of resources and likely appeal as basis for rejection.

ACTION ITEM

1. Approval of Resolution to Congress Averting FY 2013 Sequestration Cuts and Develop Budget Compromise

Hon. Glen Becerra, Chair, commented on the significant negative impacts that sequestration cuts would have upon Southern California's economy. In support of the efforts of the local government, business and labor stakeholders, Mr. Becerra requested that the EAC approve SCAG's Resolution No. 12-543-2; which urges Congress to pass and avert the fiscal year 2013 cuts and to come together to develop a long-term budget compromise.

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

CONSENT CALENDAR

Hon. Carl Morehouse pulled Consent Calendar items #10-12 for discussion. Mr. Morehouse asked for clarification on what the proposed MOUs would achieve. Hasan Ikhata, Executive Director, explained that the MOUs would enable collaboration of technical research topics such as community development, transportation, sustainability, and globalization, between the institutions in Asia and SCAG, with minimum cost.

Approval Items

2. Minutes of the July 5, 2012 Meeting
3. Minutes of the August 22, 2012 Meeting
4. Minutes of the September 6, Meeting
5. 2012 Investment Policy
6. Contracts \$200,000 or Greater: Contract No. 12-031-C1, Fullerton Transit Loop Feasibility Study, "Fullerton Forward"
7. SCAG Sponsorship: Active Transportation Forum, October 26, 2012 at \$500
8. Support of Cap-and-Trade Coalition Principles
9. Grant Application to Conduct a Health Impact Assessment Demonstration Project
10. Proposed Memorandum of Understanding (MOU) Between the Southern California Association of Governments (SCAG) and the Institute of Policy and Management (IPM) of the Chinese Academy of Sciences (CAS) to Promote Joint Research and Exchange Technical Information.

11. Proposed Memorandum of Understanding (MOU) Between the Southern California Association of Governments (SCAG) and Korea Research Institute for Human Settlements (KRIHS) to Promote Joint Research and Exchange Technical Information.
12. Proposed Memorandum of Understanding (MOU) Between the Southern California Association of Governments (SCAG) and the Myongji University (MJU) to Promote Joint Research and Exchange Technical Information.

Receive and File

13. Contracts/Purchase Orders and/or Amendments between \$5,000 - \$200,000
A motion was made (Becerra) to approve the Consent Calendar, Items #1-13. Motion was seconded (Morehouse) and UNANIMOUSLY APPROVED.

CFO MONTHLY FINANCIAL REPORT

Basil Panas, Acting Chief Financial Officer, reported that at the September 6, 2012 EAC meeting, SCAG would receive a \$1.2 million reduction in funding from the Federal Highway Administration (FHWA) and the Federal Transportation Agency (FTA), due to rescissions in the FY 2012 allocations; therefore the carryover to the FY 2013 would be similarly reduced. The reduced carryover will not affect the current FY 2013 budget. He noted there will be reduced funding for additional planning projects. An amendment to the Overall Work Program (OWP) with the revised priorities for FY 2013 will be submitted for the November 1, 2012 meeting.

Hasan Ikhtrata noted that the City of San Bernardino declared bankruptcy and noted that staff would be coming back to request that the RC authorize staff to waive their membership dues for one (1) year.

FUTURE AGENDA ITEMS

There were no future agenda items requested.

ANNOUNCEMENTS

Hon. Glen Becerra announced that invitations to the December 6, 2012 Southern California Economic Summit was sent to the California State Legislature in Sacramento. Due to new member training sessions for the newest legislative members, there may not be a high turn-out for the summit from them. Mr. Becerra asked that the committee members to continue their outreach for those individuals to attend.

Mr. Becerra announced that he attended SCAG's Staff Retreat which was held at USC's Davidson Center on September 25, 2012. The event included teambuilding and planning sessions. He congratulated staff's planning efforts and looks forward to receiving feedback of the event.

ADJOURNMENT

The meeting adjourned at 9:30 a.m. The next regular meeting of the Executive/Administration Committee will be held on Thursday, November 1, 2012 at the SCAG Los Angeles office.

Minutes Approved by:

A handwritten signature in black ink, appearing to read 'Joann Africa', written over a horizontal line.

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

EXECUTIVE/ADMINISTRATION COMMITTEE ATTENDANCE REPORT

Member (including Ex-Officio) LastName, FirstName	Representing	X = County Represented						JULY	AUG	SEPT	OCT	NOV	DEC
		IC	LA	OC	RC	SB	VC						
Becerra, Glen, Chair	Simi Valley						X	X		X	X		
Bartlett, Lisa	Dana Point			X							X		
Johnson, James	Long Beach		X					X			X		
Lantz, Paula	Pomona		X					X					
Lewis, Randall, Ex Officio	Lewis Op. Corp.					X		X		X	X		
McCallon, Larry	Highland					X				X	X		
Millhouse, Keith	VCTC						X	X		X	X		
Morehouse, Carl, 2nd VP	San Buenaventura						X	X			X		
Mitchell, Judy	Rolling Hills Estates		X					X			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	5	3	2	3	3						

DATE: November 1, 2012

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

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

SUBJECT: Amendment 2 of the Fiscal Year (FY) 2012/13 Overall Work Program (OWP)

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Adopt Resolution No.12-544-2 approving Amendment 2 to the FY 2012/13 OWP and authorizing the Executive Director to submit the necessary administrative documentation to the California Department of Transportation (Caltrans).

EXECUTIVE SUMMARY:

Staff seeks the Regional Council's adoption of Resolution No. 12-544-2 related to Amendment 2 of SCAG's OWP for Fiscal Year 2012/13. Amendment 2 will increase the overall budget by \$5.7 million from \$44.1 million to \$49.8 million. The increase in the budget is funded 71% by carryover FHWA PL and FTA funds, 12% by required TDA match and 17% of other grant funds and in-kind match. Amendment 2 incorporates three new projects, grant awards to SCAG in the area of Caltrans Transportation Planning and adds funds to continue improvements to SCAG's website and transportation demand models. In addition, this amendment adjusts the budget for projects carried over from FY 2011/12.

STRATEGIC PLAN:

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

BACKGROUND:

In August 2012, Amendment 1 to the FY 2012/13 OWP was prepared and submitted to Caltrans. Amendment 1 was an administrative amendment to adjust labor budget due to SCAG's internal reorganization and to add projects that were not completed at the end of June 2012 as anticipated.

Amendment 2 also includes adding carryover FY 2011/12 Federal Highway Administration Metropolitan Planning (FHWA PL), Federal Transit Administration (FTA) and Transportation Development Act (TDA) matching funds. The carryover amount was reduced by \$1,202,741 as a result of rescissions to SCAG's FY2011/12 FHWA PL and FTA fund allocations. Federal procedures require that unspent federal funds be included in the next Fiscal Year OWP Program. The changes are listed on the next page.

REPORT

New Project

<i>Value Pricing Project Management Assistance</i>	*
<i>Regional Airport Ground Access Planning</i>	*
<i>Urban Footprint-Based Scenario Planning Model Project</i>	*

Subtotal \$ 773,000

Additional Work

<i>Web 2.0 Development</i>	140,000
<i>Region-wide data coordination.</i>	90,364
<i>Model Enhancement and Maintenance</i>	*
<i>SCAG Activity-based Travel Demand Model (SimAGENT) Enhancement</i>	50,000

Subtotal \$ 530,364

Project Budget Adjustments

<i>Regional Non-Motorized Transportation Strategy</i>	3,954
<i>System Preservation</i>	200,000
<i>Mileage-Based User Fee—Groundwork Project Phase I</i>	10,000
<i>Regional Pavement Management System (RPMS Phase I)</i>	20,000
<i>Environmental Analysis and Compliance for the Regional Transportation Plan</i>	(100,000)
<i>Enterprise GIS Implementation</i>	(56,478)
<i>GIS Development and Applications</i>	109,000
<i>Integrated Growth Forecasting Data Analysis & Development for 2016 RTP/SCS</i>	5,648
<i>Southern California Economic Growth Strategy</i>	150,000
<i>Economic Analysis of adopted 2012 RTP</i>	50,000
<i>Partnerships for Demonstration Projects & Local Technical Assistance</i>	*
<i>Model Enhancement and Maintenance</i>	(14,685)
<i>Year 2012 Screenline Count Database</i>	150,000
<i>Year 2010 Travel Survey</i>	1,000,000
<i>Commercial Vehicle Model Development</i>	(50,000)
<i>Regional Assessment</i>	(80,000)
<i>Growth Monitoring</i>	(47,000)
<i>OWP Development & Administration</i>	80,832
<i>Southern California National Freight Gateway Collaboration</i>	6,777
<i>Urban Goods Movement</i>	50,000
<i>East-West Freight Corridor/I-15 Phase II</i>	*
<i>Transit Planning</i>	4,518

Subtotal \$ 3,717,566

*Project requires contract procurement and cannot disclose budget amount prior to procurement

REPORT

Grant Funded Projects - Mid-Year Budget Adjustments

<i>Activity-Based Model Development</i>	(90,000)
<i>Development of Household Evolution Model (Prop 84)</i>	43,451
<i>Grant Administration</i>	*
<i>RCTC Rising Stars in Transit</i>	(23,618)
<i>OMNITRANS Transit Service & Development Internship Program</i>	(8,584)
<i>Improvement to Transit Access for Cyclists and Pedestrians</i>	31,691
<i>Ventura County Transportation Commission Transit Intern Program</i>	(20,370)
<i>Planning for High Speed Rail in Southern California Communities.</i>	(43,596)
<i>Santa Paula - Fillmore - Piru (Heritage Valley) Transit Implementation Plan</i>	(67,800)
<i>Pacific Coast Hwy (PCH State Route) Safety Study</i>	(14,590)
<i>Sustainability Tool Enhancement</i>	75,000
<i>Survey & Analysis of Sustainable Land Use-Transportation Planning</i>	42,935
<i>Planning Tools and Visualization Techniques</i>	86,665
<i>Synthesizing Policy Issues and Choices for the 2012 RTP and SCS</i>	7,325
<i>Jurisdiction and Project Level Sustainable Communities Planning</i>	(211,508)
<i>WRCOG Sub-Regional Sustainability Plan Framework</i>	6,465
<i>SCAG Clean Cities Coalition Coordination</i>	18,751
<i>UPS Ontario - Las Vegas LNG Corridor Expansion</i>	52,521
<i>Heavy-Duty Natural Gas Drayage Truck Replacement Initiative</i>	85,683
<i>SANBAG Natural Gas Truck Project</i>	14,202
Subtotal \$	24,623

Added New Grant Funded Projects

<i>RCTC Rising Stars in Transit Internship (FY13)</i>	60,000
<i>Calexico Transit Needs Assessment Study</i>	*
<i>Long Beach Transit Internship</i>	49,897
<i>Omnitrans Transit Planning & Dev. Services Internship (FY13)</i>	60,000
<i>Imp. Valley-San Diego State University-Imperial Valley Transit Shuttle Analysis</i>	*
<i>LBT-Regional Transit Center Feasibility Analysis</i>	*
Subtotal \$	718,277
\$	5,763,830

*Project requires contract procurement and cannot disclose budget amount prior to procurement

FISCAL IMPACT:

Budget for the preparation of OWP amendments is included in the FY 2012/13 Overall Work Program.

ATTACHMENT:

Resolution No. 12-544-2



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Officers

President

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Pam O'Connor, Santa Monica

Executive/Administration Committee Chair

Glen Becerra, Simi Valley

Policy Committee Chairs

Community, Economic and

Human Development

Paula Lantz, Pomona

Energy & Environment

Cheryl Viegas-Walker, El Centro

Transportation

Keith Millhouse, Ventura County

Transportation Commission

RESOLUTION NO. 12-544-2

A RESOLUTION OF THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) APPROVING AMENDMENT 2 TO THE FISCAL YEAR (FY) 2012/13 OVERALL WORK PROGRAM (OWP)

WHEREAS, the Southern California Association of Governments (“SCAG”) is the Metropolitan Planning Organization, pursuant to 23 U.S.C. 134 et seq. and 49 U.S.C. 5303 et seq. for six (6) counties: Los Angeles, Orange, San Bernardino, Riverside, Ventura, and Imperial; and

WHEREAS, in conjunction with the Overall Work Program Agreement and Master Fund Transfer Agreement, the Overall Work Program (OWP) constitutes the annual funding contract between the State of California Department of Transportation (Caltrans) and SCAG for Consolidated Planning Grant (CPG) funding; and

WHEREAS, the OWP is the basis for SCAG’s annual activities and budget; and

WHEREAS, SCAG’s Regional Council approved the OWP for FY 2012/13 in May 2012, which was subsequently approved by Caltrans in June 2012. In August 2012, the OWP for FY 2012/13 was amended in the form of Administrative Amendment 1 to adjust project labor budgets due to the internal SCAG reorganization; and

WHEREAS, SCAG has prepared an Amendment 2 to the OWP for FY 2012/13 to increase funds to existing projects, add three (3) new projects, adjust carryover estimates for continued projects from FY 2011/12, and include grant funds from the Statewide Transportation Planning and Partnership Grant; and

WHEREAS, Amendment 2 to the OWP for FY 2012/13, along with its corresponding staff report, has been reviewed and discussed by SCAG’s Executive/Administration Committee and Regional Council.

NOW, THEREFORE, BE IT RESOLVED by the Regional Council of the Southern California Association of Governments that SCAG does hereby approve and adopt Amendment 2 to the OWP for FY 2012/13.

BE IT FURTHER RESOLVED:

1. The Regional Council hereby authorizes submittal of Amendment 2 to the FY 2012/13 OWP to the participating State and Federal agencies.
2. SCAG pledges to pay or secure in cash or services, or both, the matching funds necessary for financial assistance.
3. That SCAG's Executive Director, or in his absence, the Chief Financial Officer, is hereby designated and authorized to submit Amendment 2 to the FY 2012/13 OWP, and to execute all necessary agreements and other documents on behalf of the Regional Council in order to implement the purposes of this Resolution.

APPROVED AND ADOPTED by the Regional Council of the Southern California Association of Governments at a regular meeting on the 1st day of November, 2012.

Glen Becerra
President, SCAG
Councilmember, Simi Valley

Attested by:

Hasan Ikhrata
Executive Director

Approved as to Form:

Joann Africa
Chief Counsel

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DATE: November 1, 2012

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

FROM: Hasan Ikhata, Executive Director, ikhata@scag.ca.gov, 213-236-1944

SUBJECT: Deferral of Fiscal Year (FY) 2012/13 Membership Dues for the City of San Bernardino

RECOMMENDED ACTION:

Approve the deferral of the City of San Bernardino’s FY 2012/13 membership dues amounting to \$17,396.

EXECUTIVE SUMMARY:

The City of San Bernardino was assessed \$17,396 in FY 2012/13 SCAG membership dues but has not paid due to filing bankruptcy. This action would defer payment of these dues until October 1, 2013.

STRATEGIC PLAN:

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

BACKGROUND:

The General Assembly approved the FY 2012/13 Membership Dues Assessment on April 4, 2012. The City of San Bernardino (City) was thereby assessed \$17,396. To date, this assessment has not been paid. On August 1, 2012, the City filed for protection under Chapter 9 of the US Bankruptcy Code. The City recently requested that SCAG consider deferring payment of its annual dues for one (1) year.

SCAG’s Bylaws provide that the “Regional Council, for not more than one (1) year at a time, may defer, waive, or reduce payment of the annual dues. In taking any of the actions above, the Regional Council shall adjust the General Fund Budget to provide a balanced General Fund Budget reflecting any of the above actions. Any action of the Regional Council deferring, waiving, or reducing the payment of the annual dues shall be reported at the following General Assembly meeting.” (See SCAG Bylaws, Article VIII, Section C regarding “Yearly Membership Assessment”).

The City of San Bernardino has been a long standing member of SCAG since 1965, with its Mayor Pat Morris particularly supportive and engaged in many of the agency’s planning efforts. In recognition of this and in order to allow the City to continue to participate with full membership benefits while it addresses its financial situation, staff recommends that the Regional Council approve a deferral of the City’s FY 2012/13 membership dues to be paid by October 1, 2013.

FISCAL IMPACT:

General Fund revenues would be reduced by \$17,396 as well as General Fund expenditures in the Contingency Account (10001-55980). The General Fund would remain balanced in FY 2012/13.

ATTACHMENT:

None

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DATE: November 1, 2012

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

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

SUBJECT: SCAG Memberships

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Approve.

EXECUTIVE SUMMARY:

The Legislative/Communications and Membership Committee (LCMC) met on October 16, 2012, and recommend approval of up to \$30,000 in memberships for: 1) METRANS Transportation Center Associates Program Membership Sponsorship (\$25,000); and 2) 2012-2013 Los Angeles County Business Federation (BizFed) Bronze Level Membership (\$5,000).

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:

METRANS Transportation Center Associates Program Silver Partner Membership (\$25,000)

The METRANS Transportation Center is one of the key transportation research, education, and outreach centers in the United States. With its focus on solving transportation problems of large metropolitan areas, it has used Southern California as a laboratory and developed methods to increase the efficiency and sustainability of the region's transportation systems. As a partnership of two of the largest universities in the region—University of Southern California (USC) and California State University, Long Beach (CSULB)—the Center trains the region's transportation professionals in engineering, urban planning, logistics, economics and public policy. Through conferences, workshops, and comprehensive media programs, METRANS serves as the regional focus for research dissemination and policy outreach. METRANS is a United States Department of Transportation-designated University Transportation Center.

The METRANS Associates Program provides the core support for METRANS. It serves as a model of collaboration between the University community, corporations, and government agencies who come together to study emerging trends and forecasts in goods movement and international trade, discuss relevant and timely developments in transportation policy, and share best practices in the field. METRANS Associates enjoy unparalleled access to USC and CSULB faculty and other policy experts

REPORT

and leaders in transportation. Additionally, METRANS Associates receive access to exclusive educational opportunities and outreach programming that explore timely and relevant topics in transportation, and provide access to an elite network of professionals working in the field. METRANS Associates also have access to the intellectual capital provided by graduate students and faculty at USC and CSULB, who are available to assist with a variety of planning and analysis projects within transportation.

A Silver Partner Membership of \$25,000 on the METRANS Associates Program includes:

- Membership on the METRANS Advisory Board;
- Invitation to the Annual Transportation Policy Retreat;
- Invitation to quarterly transportation policy Fireside Chats with USC and CSULB faculty and other leading transportation experts;
- Half page feature in METRANS quarterly newsletter, METRANS News;
- Free registration at all METRANS/CSULB Center for International Trade and Transportation (CITT) events, including the National Urban Freight Conference;
- Recognition as METRANS Associate Silver Partner and Sponsor at all METRANS/CITT events, including the National Urban Freight Conference, Town Hall meetings, and the annual Seminar Series;
- Invitation to all VIP receptions held in conjunction with METRANS/CITT events; and
- Recognition on METRANS website and other communication materials.

SCAG has supported METRANS over the past several years by being a sponsor of the National Urban Freight Conference. With this enhanced partnership with METRANS, SCAG would no longer need to sponsor that event as its benefits, as well as registration, are included with the overall membership of the METRANS program. SCAG has written many letters of support on their behalf, which have contributed to their success in competing for state and federal research grants. In addition, METRANS has supported SCAG activities in the past, and a number of former interns at SCAG were from the METRANS Transportation Center.

Los Angeles County Business Federation Membership (\$5,000)

A 2012–2013 \$5,000 Bronze Level Membership of the Los Angeles County Business Federation (BizFed) will provide SCAG a seat on the BizFed Board of Directors as well as a seat on the BizFed Advocacy Committee. BizFed is made up of 94 business associations representing over 160,000 companies throughout the Los Angeles region, along with Southern California's leading civic-minded corporations and public agencies. This membership will allow SCAG access to BizFed's massive business networks to actively promote SCAG's initiatives as part of the agency's ongoing work on the Southern California Economic Recovery & Job Creation Strategy.

FISCAL IMPACT:

Up to \$30,000 (these funds are included in the approved FY13 budget).

ATTACHMENT:

None

DATE: November 1, 2012

TO: Executive/Administration Committee (EAC)
Community, Economic and Human Development Committee (CEHD)
Energy and Environment Committee (EEC)
Transportation Committee (TC)
Regional Council (RC)

FROM: Hasan Ikhtrata, Executive Director,  ikhtrata@scag.ca.gov, (213) 236-1800

SUBJECT: Senate Bill 535 (de León) – California Global Warming Solutions Act of 2006;
Greenhouse Gas Reduction (GHGR) Fund

RECOMMENDED ACTION:

Approve the Legislative/Communications and Membership Committee (LCMC) recommendation to authorize SCAG to work with stakeholders to help identify disadvantaged communities for the purposes of SB 535, and to support the inclusion of statewide transportation coalition principles, which include adopted regional sustainable communities strategies, into the project selection criteria and process for allocating cap and trade revenues.

EXECUTIVE SUMMARY

SB 535 (de León), enacted on September 30, 2012, requires that the California Environmental Protection Agency (CalEPA) identify disadvantaged communities for investment opportunities, that the Department of Finance allocate 25% of the available moneys in the GHGR Fund to projects that provide benefits to disadvantaged communities, and to allocate a minimum of 10% of the available moneys in the GHGR Fund to projects located within disadvantaged communities. These provisions afford the first opportunity for input into the process that will eventually determine how certain cap and trade revenues are allocated for benefit of disadvantaged communities throughout the region. These communities shall be identified by CalEPA based on geographic, socioeconomic, public health, and environmental hazard criteria. Staff seeks direction to consider and forward factors for consideration by CalEPA to identify disadvantaged communities for investment opportunities, as well as authorization to work with stakeholders to promote the inclusion of statewide transportation coalition principles, which include adopted regional sustainable communities strategies, into the project selection criteria and process as part of the overall statewide investment plan that will allocate cap and trade revenues.

SENATE BILL 535

SB 535 (de León) requires that the investment plan developed and submitted to the Legislature pursuant to AB 1532 allocate a minimum of 25% of the available moneys in the fund to projects that provide benefits to identified disadvantaged communities; and a minimum of 10% of the available moneys in the fund to projects located within identified disadvantaged communities. The bill requires CalEPA to identify disadvantaged communities for investment opportunities. While the bill does not specifically define ‘disadvantaged communities,’ it requires disadvantaged communities to be identified based on geographic, socioeconomic, public health, and environmental hazard criteria, which may include either of the following:

1. Areas disproportionately affected by environmental pollution and other hazards that can lead to negative public effects, exposure, or environmental degradation; and,
2. Areas with concentrations of people that are of low income, high unemployment, low levels of homeownership, high rent burden, sensitive populations, or low levels of educational attainment.

Additionally, the bill requires the investment plan related to the GHGR Fund to include all of the following allocations:

1. A minimum of 25% of the available moneys in the fund to projects that provide benefits to identified disadvantaged communities; and,
2. A minimum of 10% of the available moneys in the fund to projects located within identified disadvantaged communities. This minimum 10% allocation may be for projects included, in whole or in part, in the set of projects supported by the minimum 25% allocation described above.

SB 535 was co-sponsored by the California Environmental Justice Alliance, Coalition for Clean Air, Ella Baker Center, Greenlining Institute, NAACP, and the National Resource Defense Council, and has been supported by numerous health and environmental organizations throughout the legislative process. Opposition to the bill was registered from numerous business community groups including the California Chamber of Commerce, California Building Industry Association, and others. The bill was amended numerous times late in session, and thus recorded support and opposition reflect the positions of organizations at different times through the legislative process. No state or local transportation stakeholders took a position on SB 535, including members of the statewide transportation coalition that promulgated cap and trade principles that SCAG supports, Council of Governments, or other city or local government organization. As reported last month to the Regional Council, San Diego Association of Government (SANDAG) and Metropolitan Transportation Commission (MTC) have approved principles with respect to use of cap and trade revenues generally consistent with the coalition principles supported by SCAG, but neither took a position on SB 535.

The South Coast Air Quality Management District (SCAQMD) supported the bill, citing bill provisions in alignment with SCAQMD priorities, which are consistent with longstanding SCAG air quality and environmental mitigation objectives, including:

- Providing support/funding to areas disproportionately affected by environmental pollution that can lead to negative public health effects and exposure.
- The elimination of adverse environmental and/or economic impacts on environmental justice communities.
- The promotion of co-benefits; i.e., the simultaneous reduction of multiple types of emissions, including those of GHG, criteria pollutants, and toxic air contaminants.

Efforts by many of our partner agencies concerning implementation of SB 535 and how it impacts the overall process of revenue allocation and project selection appear to be early in the formative stage because this bill has passed so recently at the end of session.

SCAG CAP & TRADE PRINCIPLES POLICY ACTION

At its October 4, 2012 meeting the Regional Council adopted the recommendation of the Legislative/Communications & Membership Committee to support the principles for Cap and Trade Auction Revenues promulgated by a statewide transportation Coalition consisting of the League of California Cities, the California State Association of Counties, California Alliance for Jobs, California Transit Association, and Transportation California.

As a reminder, these Coalition principles consist of the following:

1. Dedicate the allocation of revenues related to fuels to transportation investments. This is consistent with the longstanding policy of the state to dedicate revenues related to motor vehicle fuels to transportation. It also assures a political and legal nexus between the costs and benefits of the program.
2. Invest a major portion of fuels related revenues to implement the AB 32 regulatory program by reducing GHG emissions from transportation.
3. Dedicate revenues directly into transit and road operations and maintenance, as well as transit and complete streets infrastructure within existing urban infill and rural communities. These funds must be invested in a way that implements AB 32 using, where applicable, the SB 375 (Steinberg) regional strategies. In regions not within an MPO where SB 375 does not apply, other measurable greenhouse gas reduction strategies can be developed within regional transportation plans.
4. Structure the investments to favor integrated transportation and land use strategies. Funds should be allocated regionally by population, recognizing that different strategies are needed to achieve GHG reductions in different areas of the state. To maximize cost effective GHG reduction, additional incentives for regions with Sustainable Community Strategies that exceed GHG reduction targets, or equivalent Blueprint Plans or other regional plans. Within each region, funding should be allocated primarily through a competitive grant program based on cost effectiveness of GHG emission reductions from combined land use and transportation infrastructure and operations investments.
5. Improve modeling and verification systems to evaluate GHG reduction potential. Funding should be allocated to the development of performance measurement tools for local and regional actions that will allow evaluation and prediction of the GHG reduction and cost effectiveness of investment and land-use strategies.
6. Allow flexibility at the regional and local level to develop the most cost effective ways to meet GHG reduction goals through transportation and land use investments. Provide the incentives and assistance that local governments need to make SB 375 work.
7. Project-funding determinations should be done at the regional level under established statewide criteria to encourage local innovation and flexibility.

The requirements of SB 535 to direct 25% of GHGR fund revenues to benefit disadvantaged communities as well as 10% to be spent within disadvantaged communities are not oppositional to the adopted coalition principles enumerated above. However, there is some question as to whether such determination—both from standpoint of project criteria and selection—will include transportation-specific projects within and beneficially impacting disadvantaged communities commensurate with the impact that the transportation sector has upon emitting GHGs.

LCMC APPROVES STAFF IMPLEMENTATION RECOMMENDATIONS

At its October 16 meeting, the Legislative/Membership and Communications Committee unanimously approved forwarding to the Regional Council for adoption recommendations to implement provisions of SB 535 and to work with stakeholders to secure the inclusion of statewide transportation coalition principles, including adopted regional sustainable communities strategies, into the project selection criteria and process for allocating cap and trade revenues.

The LCMC noted that the region faces unique air quality and carbon emissions challenges arising from its shared international border with Mexico in Imperial County. Environmental regulation and protection is not as rigorous in Mexico as in the United States. Due to the proximity of over 1 million residents in the Calexico metropolitan area immediately across the border and in the same air basin, the region faces disproportionate air quality impacts. Other related issues identified by the committee include the inland port at Calexico, a major intermodal freight shipping project that is responsible for large amounts of diesel emissions on a daily basis; and the border crossing delays in Imperial County which also add significantly to overall emissions from passenger and freight vehicles. The LCMC recommended that SCAG include these factors when identifying disadvantaged communities for consideration by the state agencies and decision-making entities that will determine how cap and trade revenues are allocated.

The most immediate step in the implementation of SB 535 is, pursuant to bill provisions, determination by the CalEPA of what constitutes a ‘disadvantaged community’ for purposes of the bill, which specifies certain factors CalEPA must consider, and others that it may consider as described in the above bill summary. It is presupposed that CalEPA likely will consider an analytical tool they are developing (the *California Communities Environmental Health Screening Tool [CalEnviroScreen]*) in making this determination. CalEPA has been conducting statewide workshops on this tool through September and will issue its final report later this year, though the date has not yet been determined.

Staff has reviewed the factors CalEPA is evaluating to determine communities that are facing disproportionately high cumulative impacts of pollutants on communities, including factors related to exposure to pollutants (PM 2.5, ozone, traffic density, etc.), public health effects (asthma ER rates, cancer/heart disease mortality rates, etc.), environmental effects (brown fields, impaired water bodies, solid/hazardous waste facilities, etc.); as well as population characteristics including sensitive populations and socio-economic factors. Staff notes that on the areas disproportionately affected by environmental pollution or hazards, pursuant to SB 535, these could be identified through several different ways. The LCMC approved staff recommendation that SCAG work with the CalEPA and other stakeholders to ensure the following considerations are included within the process of final determination of what disadvantaged communities consist of:

- First, that disadvantaged communities should include “areas with high levels of criteria pollutant concentration (e.g., ozone, PM2.5)” due to the associated health impacts. In fact, these areas are generally correlated to the “areas with high risks of cancer or respiratory hazard.”
- Second, communities adjacent to transportation facilities could be disproportionately affected due to air pollution and noise impacts. This is particularly the case for “areas

REPORT

within 500 feet of high-volume freeways or other roadways” based on the results of many research over the past decade. In addition, since goods movement and logistic facilities are major generators of pollution and source of health hazards, “areas surrounding major goods movement facilities and along the freight corridors, including all modes” should be included as part of the disadvantaged communities.

- Third, areas with high noise levels due to roadways or airports should also be considered.

The public comment period for CalEPA to receive comments was extended until October 16, 2012. There is no fixed date yet for issuance of its final report. CalEPA staff has informed that it will have a statewide meeting in December to discuss revisions in response to the comments it receives. Staff recommends authorization for SCAG to forward these considerations to CalEPA and follow up at the December revisions meeting to provide any assistance to assure full consideration by CalEPA of these factors for determination of disadvantaged communities. Staff believes that consideration of the above factors in CalEnviroScreen will support both the communities in most need, which suffer from the highest concentrations and levels of exposure to criteria pollutants as well as highest traffic densities, as well as most deserving projects throughout the region.

Additionally, the bill is legislatively tied to enactment of AB 1532 (Nunez), also chaptered on September 30, 2012, which establishes a three-year investment plan to set procedures for the investment of revenues derived from cap and trade (including investment within and for benefit of disadvantaged communities pursuant to SB 535, as well as for transportation and other purposes.) AB 1532 requires the Department of Finance (DOF), in consultation with ARB (and any other relevant state entity), to develop and submit a three-year investment plan to the Legislature for the May Revision (May 1, 2013). Beginning in the FY 2016-17 budget and every three years thereafter, DOF is required to include updates to the investment plan. All money must be appropriated through the annual Budget Act consistent with the investment plan. ARB is required under the bill to conduct two public workshops in different regions of the state and one public hearing on the proposed investment plan prior to the submission of the plan by DOF, but does not specify dates and ARB has not yet established the date and location of these workshops.

The LCMC approved staff recommendation to authorize SCAG to work with ARB, DOF, as well as transportation, local government, environmental, and other stakeholders to include the objectives of the statewide transportation coalition principles, which include adopted regional sustainable communities strategies, into the project selection criteria for projects funded by cap and trade revenues, to be incorporated into the investment plan submitted by DOF to the Legislature for funding through the budget process. Transportation comprises approximately 40% of the state’s share of GHG emissions in total; thus, recognizing that cap and trade represents the only new significant funding source to reduce GHG emissions, the transportation sector and low-carbon transportation improvements should receive a substantial share of proceeds from the cap and trade program.

ATTACHMENT: None

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DATE: November 1, 2012

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

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

SUBJECT: FY 2013/14 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 2013/14 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, the Regional Council, the General Assembly, the 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, SCAG is required by FHWA, FTA and Caltrans to develop an annual Overall Work Program (OWP) which identifies the work which 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 partners 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 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 November 1, 2012
- Present Comprehensive Budget Document with Indirect Cost and General Fund to Executive/Administration Committee (EAC) and Regional Council (RC) February 7, 2013
- Submit Draft OWP to CALTRANS , FHWA/FTA 30 days before scheduled March MPO Meeting February 13, 2013

REPORT

- EAC and RC approve release of Draft OWP for public comments March 7, 2013
- EAC and RC approve SCAG's Comprehensive Budget March 7, 2013
- Mail GF Budget to General Assembly for approval at May 2, 2013 Meeting March 7, 2013
- Coordinate Draft Work Plans from our Partner Agencies to minimize duplication of work effort. March 4-8, 2013
- Receive Caltrans comments on Draft OWP March, 2013
- FHWA/FTA Meeting to review Draft OWP March 15, 2013
- Public comment period closes April 6, 2013
- Responses to public comments completed April 12, 2013
- Staff Prepares EAC/RC Agenda Report for Final OWP April 15-19, 2013
- Finalize OWP based on comments April 15-30, 2013
- Submit Indirect Cost Allocation Plan to Caltrans April 30, 2013
- General Assembly approves General Fund Budget May 2, 2013
- RC approves Final OWP May 2, 2013
- Submit Final OWP to Caltrans May 2, 2013
- Caltrans submits Final OWP for FHWA approval May 31, 2013
- FHWA grants approval of OWP to Caltrans By June 30, 2013
- Caltrans approves SCAG OWP By June 30, 2013

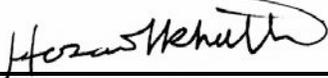
FISCAL IMPACT:

The 2012/13 Comprehensive Budget provides funding for the preparation of the FY 2013/14 Comprehensive Budget.

ATTACHMENT:

None

DATE: November 1, 2012
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'S Strategic Plan, Goal 3: Enhance the Agency's Long Term Financial Stability and Fiscal Management.

BACKGROUND:

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

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
1. Raimi & Associates (12-001-B15)	As part of the Compass Blueprint Demonstration Program, the consultant in partnership with the San Gabriel Valley Council of Governments, the cities of El Monte, Baldwin Park, West Covina, and Covina and adjacent unincorporated neighborhoods in Los Angeles County, shall examine the Mid-Valley Transportation Corridor to identify its transportation and mobility challenges, as well as its streetscape improvements, land use and various policy changes that could help alleviate these issues.	\$124,877
2. Regional Economic Models, Inc. (13-003-SS)	The consultant shall provide econometric software to support staff's modeling analysis requirements.	\$53,000
3. Metropia, Inc. (12-044-C1)	The consultant shall train SCAG staff on Dynamic Traffic Assignment (DTA) modeling software.	\$49,795

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>
Cal State University Fullerton	FY13 Funding for Memorandum of Understanding No. C-1-2841	\$78,487
United States Treasury	2010 W-2 filing	\$14,100
Conferencing Advisors, Inc.	Lifesize Video Conferencing Hardware Support	\$11,878
Southern California Leadership Network	Sponsorship – California Connection	\$10,000
Dual Graphics	Employee Business cards	\$8,213

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

<u>Consultant/Contract #</u>	<u>Amendment's Purpose</u>	<u>Amendment Amount</u>
N/A	N/A	N/A

FISCAL IMPACT:

Funding is available in the FY 2012/13 budget.

ATTACHMENT:

Contract and Amendment Summaries

CONSULTANT CONTRACT 12-001-B15

Recommended Consultant:

Raimi + Associates

Background & Scope of Work:

The consultant shall provide consultant services for a Compass Blueprint Demonstration Project in partnership with the San Gabriel Valley Council of Governments, the cities of El Monte, Baldwin Park, West Covina, Covina and adjacent unincorporated neighborhoods in Los Angeles County. The Mid-Valley Transportation Corridor (MVT Corridor), along Ramona Boulevard and Badillo Street, is a major east-west corridor in the central San Gabriel Valley. This project focuses on an approximately 10-mile stretch along Ramona Boulevard and Badillo Street.

The Consultant shall examine the corridor's existing and potential transportation functions to identify its transportation and mobility challenges as well as any potential streetscape improvements, land use changes, and various policy changes that could help alleviate these issues.

Project's Benefits & Key Deliverables:

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

- Improving the corridor's transportation functions;
- Exploring land use, traffic circulation, and design changes to be used to improve the image, function and economic performance of the MVT Corridor; and
- Identifying strategies for multi-modal transportation and opportunities for transit-oriented development (TOD) to create more walkable and livable communities.

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	\$124,877
Raimi & Associates (prime consultant)	\$58,825
Fehr & Peers (subconsultant)	\$19,959
Sargent Town Planning (subconsultant)	\$34,759
Metropolitan Research & Economics (subconsultant)	\$11,334

Note: Raimi + Associates originally proposed \$158,603, but staff negotiated the price down to \$124,877 without reducing the scope of work.

Contract Period:

September 6, 2012 through June 30, 2013

Project Number:

12-065.SCG0137.01 \$124,877
Funding sources: Consolidated Planning Grant and TDA

Request for Proposal (RFP):

SCAG staff notified 1,626 firms of the release of RFP 12-001-B15. Staff also advertised the RFP in the American Planning Association’s website and in the Urban Transportation Monitor, and posted it on SCAG’s bid management system. A total of 114 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:

Raimi & Associates (3 subconsultants)	\$158,603
Gruen Associates (2 subconsultants)	\$130,605
STV Incorporated (5 subconsultants)	\$180,476
Hogle-Ireland (4 subconsultants)	\$198,403

Selection Process:

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

The PRC consisted of the following individuals:

Charles Lau, Associate Transportation Planner, SCAG, Caltrans District 7
Peter Brandenburg, Senior Regional Planner, SCAG
Amy Harbin, City Planner, City of Baldwin Park
Minh Thai, Assistant Economic Development Director, City of El Monte

Basis for Selection:

The PRC recommended Raimi + Associates for the contract award because the consultant:

- Submitted a proposal with the best value for services proposed. The lowest-cost offeror generally lacked specifics and did not demonstrate a strong approach to stakeholder engagement or a sophisticated economic analysis approach. The lowest-cost offeror was also overly focused on transportation planning questions that are beyond the scope of this project;
- Demonstrated the most creative approach to meet SCAG’s requirements by proposing a unique and valuable public health and sustainability analysis;
- Devoted the most experienced senior-level staff to the project and provided the best visualization products of any of the proposers;
- Demonstrated the most comprehensive experience with integrated corridor planning as compared to other proposers; and
- Demonstrated the best knowledge of the project area, and outlined the challenges and opportunities facing the MVT Corridor that was unmatched by any of the other proposer.

CONSULTANT CONTRACT 13-003-SS

Recommended Consultant:	Regional Economic Models (REMI), Inc.
Background & Scope of Work:	Staff initiated some of its modeling analysis using REMI's Policy Insight software, under a temporary license that was at no cost to SCAG. Staff selected REMI because of the comprehensive nature of their model which is able to perform economic analysis for the required area. Other software staff tested could not perform the required analysis. Due to the extensive and complex nature of the analysis, staff was not able to complete its work under the temporary license for two (2) reasons: 1) the free license expired on July 13, 2012, and 2) staff desires to complete the analysis at an enhanced level. Therefore, staff desired to upgrade from REMI's Policy Insight software to REMI's Transight Econometric software, which has more functionality to facilitate staff's additional requirements.
Project's Benefits & Key Deliverables:	The project's benefits and key deliverables include, but are not limited to, providing analysis that will support the socio-economic impact assessment of the Goods Movement industry on the region's economy.
Strategic Plan:	This item supports SCAG's Strategic Plan, Goal 3: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies; Objective b: 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 \$53,000 Regional Economic Models, Inc.
Contract Period:	July 17, 2012 through June, 30, 2013
Project Number:	055-0704A.02 \$53,000 Funding sources: Consolidated Planning Grant and TDA
Request for Proposal (RFP):	Not Applicable
Basis for Selection:	SCAG awarded REMI a sole source contract award resulting from the development of the 2012-2035 Regional Transportation Plan (RTP)/Sustainable Communities Strategy (SCS). SCAG needed to perform econometric analyses for the Goods Movement, Regional Economic Strategy development, and Transportation Finance programs. Staff used the REMI, Policy Insight software for these analyses. As SCAG continues forward with future analyses, especially as it relates to Goods Movement and SCAG's Economic Impact Analysis, staff needs to ensure SCAG uses the same analytical framework to ensure the work previously done is directly compatible and consistent with subsequent analyses. Staff desires to upgrade from REMI's Policy Insight software to REMI's Transight econometric software, which has more functionality to facilitate staff's additional requirements. The REMI Transight proprietary software is only available through REMI, Inc., as they have no authorized resellers of their software.

CONSULTANT CONTRACT 12-044-C1

Recommended Consultant: Metropia, Inc.

Background & Scope of Work: Dynamic Traffic Assignment (DTA) is an advanced modeling methodology that is used to analyze highway and street traffic. SCAG modeling staff desires to acquire a better understanding of DTA computation methodology to enhance staff's analytical capability, as well as to improve SCAG's transportation model. The consultant will train SCAG's modeling staff on DTA theory and explain DTA computation methodology.

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

- Enhancing modeling staff's analytical capability; and
- Improving SCAG's transportation model.

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

Contract Amount:

Total not-to-exceed	\$49,795
Metropia, Inc. (prime consultant)	\$33,789
Resource System Group (subconsultant)	\$8,006
RST International, Inc. (subconsultant)	\$8,000

Contract Period: September 11, 2012 through February 28, 2013

Project Number: 13-070.SCG0565.01 \$49,795
Funding sources: Consolidated Planning Grant and State Strategic Growth Council Prop 84 Grant

Request for Proposal (RFP): SCAG staff notified 2,181 firms of the release of RFP 12-044-C1. Staff also advertised the RFP in the American Planning Institute's website and in the Urban Transportation Monitor, as well as posted it on SCAG's bid management system. A total of 42 firms downloaded the RFP. SCAG received one (1) proposal in response to the solicitation:

Metropia, Inc. (2 subconsultants) \$49,795

After receiving the proposal, staff surveyed 44 firms that downloaded the RFP to determine why each did not submit a proposal. Thirteen firms responded and each stated that they did not submit a proposal because they did not have the required expertise (which staff anticipated given that DTA is an advanced modeling methodology).

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

The PRC consisted of the following individuals:

Hsi-Hwa Hu, Transportation Modeler IV, SCAG

Hao Cheng, Transportation Modeler III, SCAG

Sung Su Yoon, Transportation Modeler II, SCAG

Tony Van Haagen, Research Program Specialist II, Caltrans District 7

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

- Proposed a fair and reasonable price;
- Demonstrated a thorough understanding of the project; and
- Provided a detailed and comprehensive training plan.

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SOUTHERN CALIFORNIA



ASSOCIATION OF GOVERNMENTS

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Keith Millhouse, Ventura County Transportation Commission

**Regional Council
Executive/Administration Committee
And
Policy Committees**

2013 MEETING SCHEDULE*

Meetings are held on the 1st Thursday of each month

Executive/Administration Committee 9:00 a.m. – 10:00 a.m.
CEHD – EEC – TC 10:00 a.m. – 12:00 p.m.
Regional Council 12:15 p.m. – 2:00 p.m.

January 3, 2013

February 7, 2013

March 7, 2013

April 4, 2013

May 2-3, 2013 General Assembly

June 6, 2013

July - DARK

August 1, 2013

September 12, 2013 (League of CA Cities Annual Conf.
Sept 18-20, 2013)

October 3, 2013

November 7, 2013

December 5, 2013

***Dates subject to change by the Regional Council**

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REPORT

DATE: November 1, 2012

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.

AUDIT
SCAG's outside independent auditors, Vasquez and Co., LLP, completed their fieldwork for the FY12 audit. They are preparing their audit reports and will present drafts at the November 2012 Audit Committee meeting. Because the December 2012 RC meeting has been canceled, the final audit reports will be presented to the RC in January 2013.

BUDGET & GRANTS (B&G):
B&G staff submitted to Caltrans the FY 2012/13 Overall Work Program (OWP) 1st Quarter Progress Reports as well as progress reports for the following grant programs: Proposition 84 Modeling Incentive Funds (Strategic Growth Council) and Section 5304 Transportation Planning Grants (Federal Transit Administration).

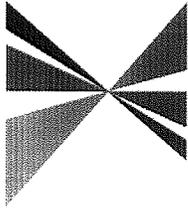
On October 15, 2012, the FY 2013/14 budget preparation kickoff began with B&G staff preparing and distributing budget preparation instructions and the Budget Development Training Manual. Budget development training was conducted on October 15-16, 2012.

Staff is in the early stages of preparing six (6) Memoranda of Understanding (MOUs) for the FY 2012/13 Section 5304 Transportation Planning Grant Program.

CONTRACTS:
During the month of September 2012, the Contracts Department issued three (3) Requests for Proposal (RFP's), awarded nine (9) contracts, issued 19 contract amendments, and issued 40 Purchase Orders to support ongoing business and enterprise operations. Staff also administered 95 consultant contracts, as well as five (5) Continuing Cooperative Agreements (CCAs).

Contracts also conducted extensive revisions to the department's Policy and Procedures Manual to provide greater clarity to the federal and state regulations that govern SCAG procurement activities.

ATTACHMENT:
September 2012 CFO Monthly Status Report



**SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS**

Office of the Chief Financial Officer

Monthly Status Report

SEPTEMBER 2012



**SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS**

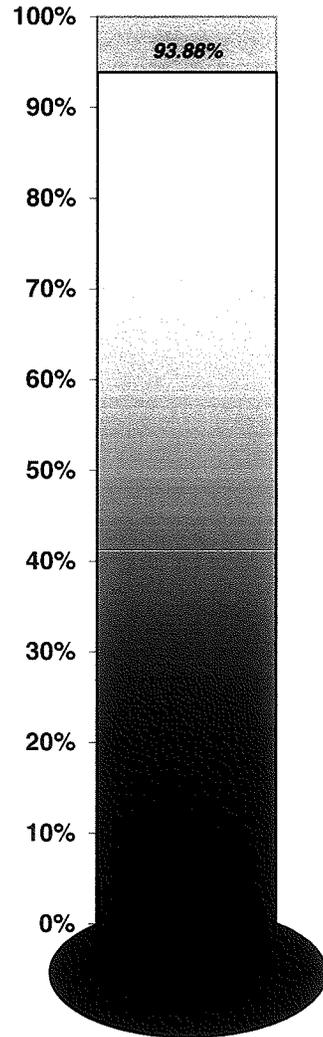
OVERVIEW

As of October 10, 2012, there are 173 paid members and 11 memberships pending. There are 7 cities in the SCAG region who are still being recruited for membership.

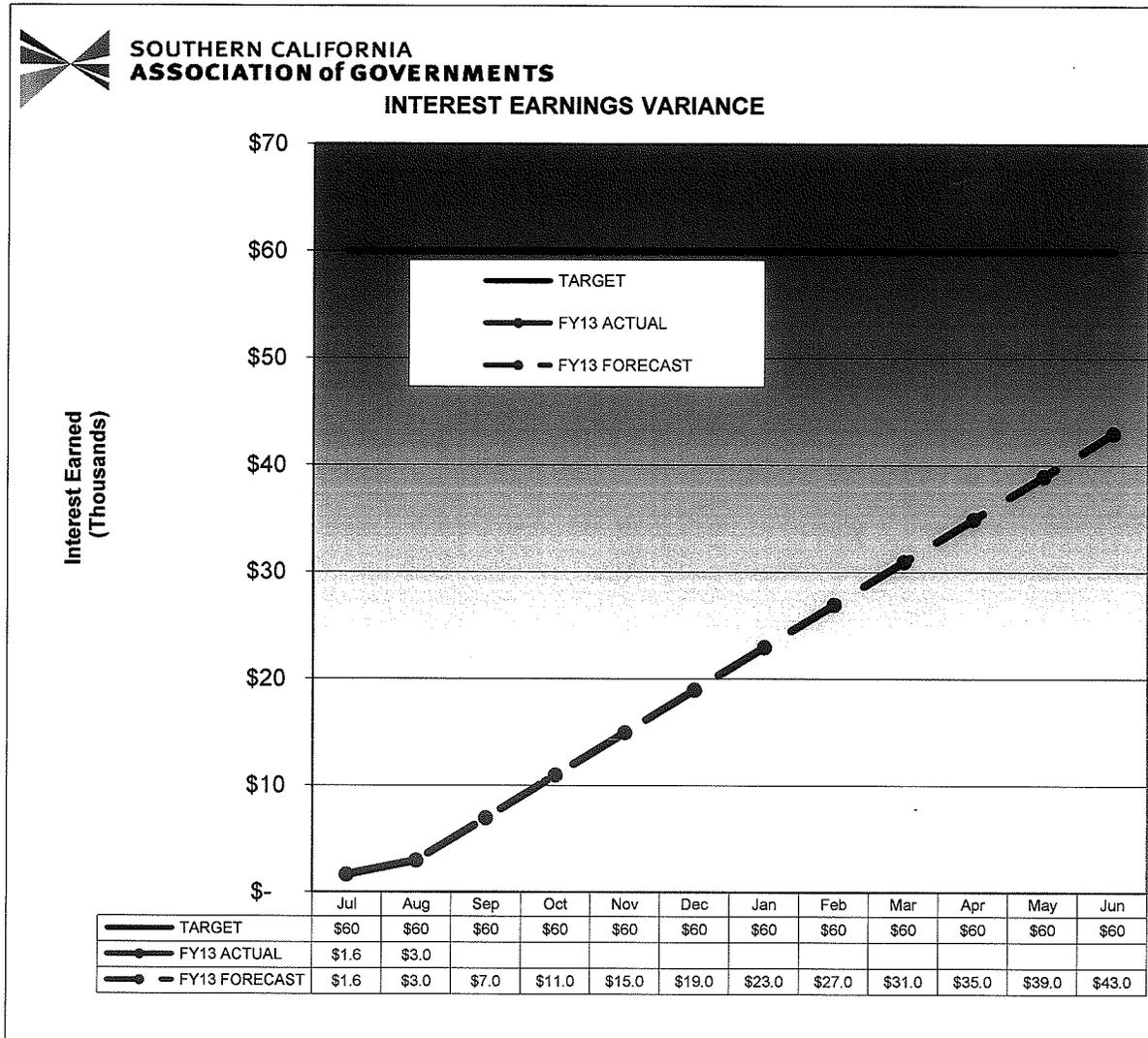
SUMMARY

FY13 Membership Dues	<u>\$1,820,868.00</u>
Total Collected	<u>\$1,709,436.00</u>
Percentage Collected	<u>93.88%</u>

**FY13 Membership Dues
Collected**



Office of the CFO
Interest Earnings Variance

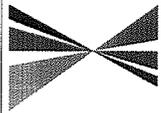


OVERVIEW

Actual interest income is plotted against the target amount. The amount earned through August was \$2,952. The LA County Pool earned 0.74% in August.

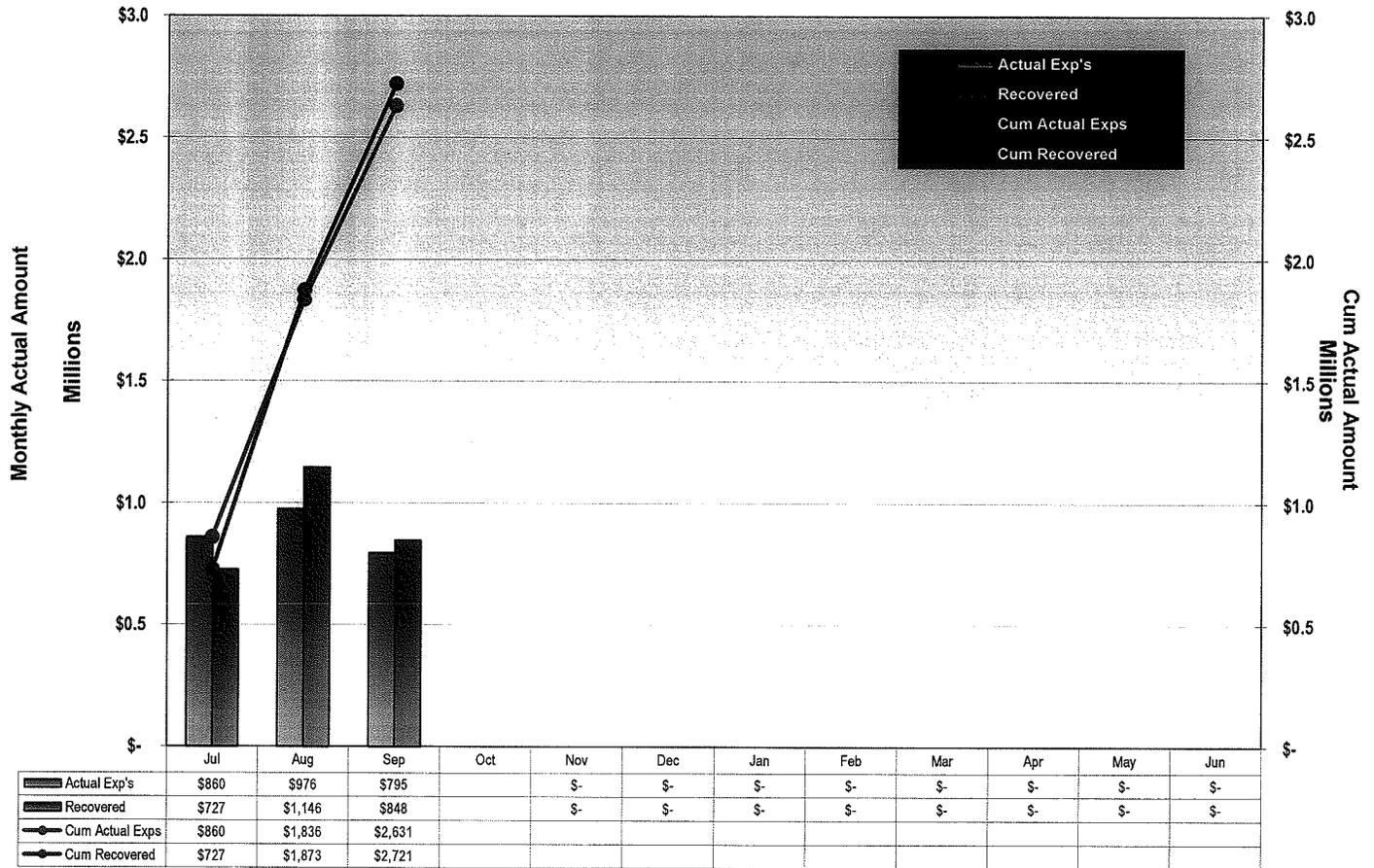
SUMMARY

The amount projected for FY13 is \$42,952 which is \$17,048 less than the 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

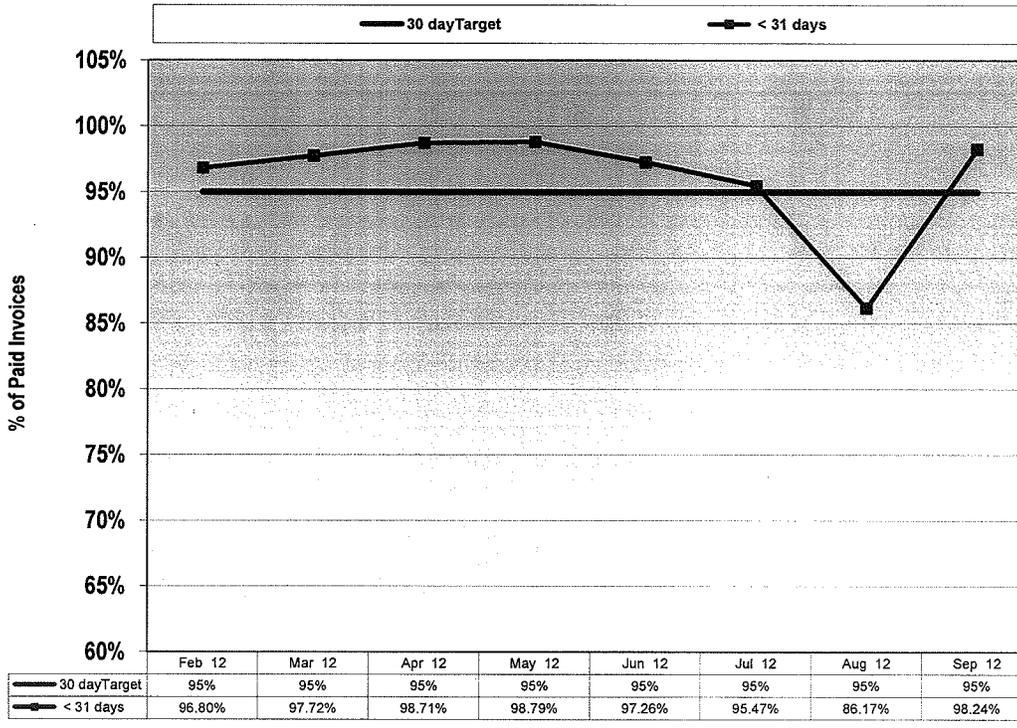
Through September 2012, SCAG was over-recovered by \$89,653. This was because the Indirect Cost budget was underspent.

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 met.

SUMMARY

98.24% of September 2012's payments were made within 30 days of invoice receipt.

At month-end, 35 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

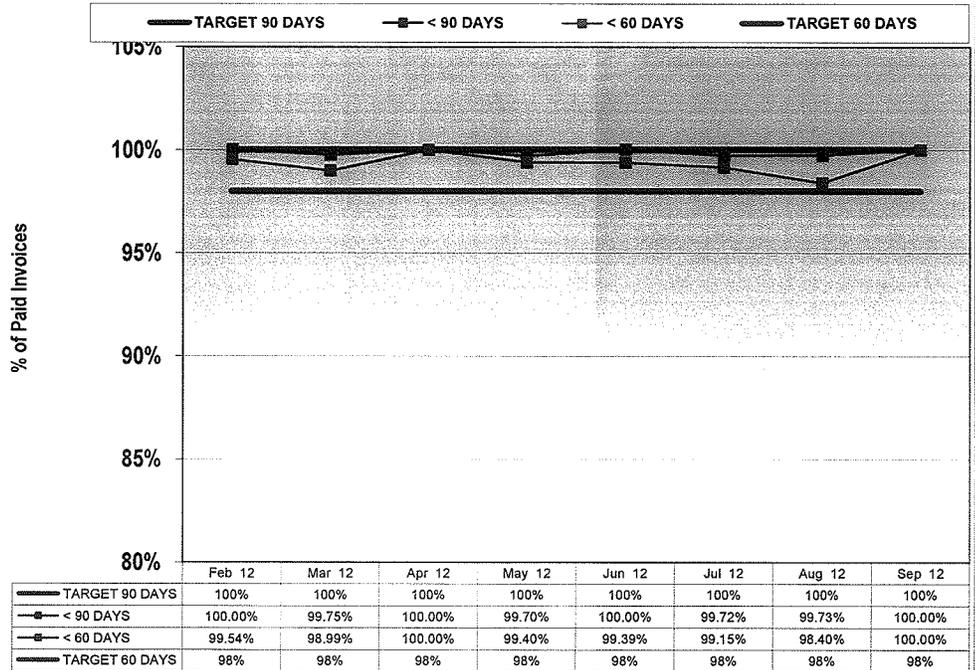
These goals were met during this period.

100.00% of September 2012's payments were within 60 days of invoice receipt and 100.00% within 90 days. Invoices unpaid 30-60 days totaled 10; 60-90 days: 1; >90 days: 0.



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

INVOICE AGING



	8/31/2012	9/30/2012	Incr (decr) to equity	COMMENTS
Cash at Bank of the West	\$ 412,274	\$ 2,165,848		
L.A. County Investment Pool	\$ 4,439,542	\$ 6,560,124		
Cash & Investments	\$ 4,851,816	\$ 8,725,972	\$ 3,874,156	Received final FY12 payment from Caltrans
Accounts Receivable	\$ 7,793,697	\$ 4,082,925	\$ (3,710,772)	Received final FY12 payment from Caltrans
Other Current Assets	\$ 408,275	\$ 362,837	\$ (45,438)	Minimal change
Fixed Assets - Net Book Value	\$ 395,901	\$ 395,901	\$ -	
Total Assets	\$ 13,449,688	\$ 13,567,635	\$ 117,946	
Accounts Payable	\$ (53,703)	\$ (73,434)	\$ (19,731)	Minimal change
Employee-related Liabilities	\$ (261,127)	\$ (297,666)	\$ (36,539)	Minimal change
Deferred Revenue	\$ (109,237)	\$ (306,570)	\$ (197,333)	Received \$200K match from SANBAG (Foothill/5th project)
Total Liabilities and Deferred Revenue	\$ (424,068)	\$ (677,670)	\$ (253,603)	
Fund Balance	\$ 13,025,620	\$ 12,889,964	\$ (135,656)	
WORKING CAPITAL				
	8/31/2012	9/30/2012	Incr (decr) to working capital	
Cash	\$ 4,851,816	\$ 8,725,972	\$ 3,874,156	
Accounts Receivable	\$ 7,793,697	\$ 4,082,925	\$ (3,710,772)	
Accounts Payable	\$ (53,703)	\$ (73,434)	\$ (19,731)	
Employee-related Liabilities	\$ (261,127)	\$ (297,666)	\$ (36,539)	
Working Capital	\$ 12,330,682	\$ 12,437,797	\$ 107,115	

Office of the CFO
Fiscal Year-To-Date Expenditure Report Through September 30, 2012



COMPREHENSIVE BUDGET

		Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget
1	Staff & Fringe Benefits	412,794	412,794	89,717		323,077	21.7%
2	51001 Indirect Costs	405,201	405,201	87,599		317,602	21.6%
3	54300 SCAG Consultants	336,000	336,000	13,000	206,621	116,379	3.9%
4	54340 Legal costs	100,000	100,000	-	10,203	89,798	0.0%
5	54350 Professional Services	15,000	15,000	2,974		12,026	19.8%
6	54400 Subregional Delegation	-	-	-		0	
7	55441 Payroll, bank fees	7,500	14,493	14,493		0	100.0%
8	55460 Materials & Equipment < \$5K	-	1,187	1,187	0	0	100.0%
9	55600 SCAG Memberships	93,000	93,000	12,785	250	79,965	13.7%
10	55620 Res/Materials Subscriptions	3,330	3,330	-		3,330	0.0%
11	55730 Capital Outlay	665,382	665,382	-		665,382	0.0%
12	55830 Conference - Registration	-	-	-		0	
13	55910 RC/Committee Meetings	8,237	8,237	-		8,237	0.0%
14	55914 RC General Assembly	330,000	330,000	21,344	0	308,656	6.5%
15	55920 Other Meeting Expense	51,400	51,400	8,504	9,210	33,686	16.5%
16	55930 Miscellaneous other	206,140	197,960	2,221	0	195,739	1.1%
17	55940 Stipend - RC Meetings	175,000	175,000	29,520	0	145,480	16.9%
18	55972 Rapid Pay Fees	975	975	-		975	0.0%
19	56100 Printing	6,000	6,000	-	6,000	0	0.0%
20	58100 Travel - outside SCAG region	25,000	25,000	2,697	0	22,303	10.8%
21	58101 Travel - local	17,100	17,100	3,754	0	13,346	22.0%
22	58110 Mileage - local	15,000	15,000	2,843	0	12,156	19.0%
23	58150 Staff Lodging Expense	3,400	3,400	632		2,768	18.6%
24	58800 RC Sponsorships	69,650	69,650	2,100		67,550	3.0%
25	Total General Fund	2,946,109	2,946,109	295,370	232,283	2,418,456	10.0%
26							
27	Staff & Fringe Benefits	12,566,821	12,705,297	2,696,725		10,008,572	21.2%
28	51001 Indirect Costs	12,335,615	12,471,542	2,633,083		9,838,459	21.1%
29	54300 SCAG Consultants	14,634,378	14,876,485	304,214	7,368,932	7,203,339	2.0%
30	54330 Subregional Consultants	-	-	-	0	0	
31	54350 Professional Services	550,000	530,000	26,300	39,449	464,251	5.0%
32	55210 Software Support	90,000	90,000	84,649	710	4,640	94.1%
33	55220 Hardware Support	100,000	100,000	-	26,040	73,960	0.0%
34	55280 Third Party Contribution	2,834,820	2,826,281	-		2,826,281	0.0%
35	55620 Resource Materials - subscrib	450,000	450,000	4,383	280	445,337	1.0%
36	55810 Public Notices	8,000	8,000	-	1,127	6,873	0.0%
37	55830 Conference - Registration	13,000	13,000	1,665		11,335	12.8%
38	55920 Other Meeting Expense	20,000	19,848	423	40	19,385	2.1%
39	55930 Miscellaneous - other	-	152	153	0	0	
40	55950 Temporary Help	-	-	-	0	-	
41	56100 Printing	18,500	18,500	-	0	18,500	0.0%
42	58100 Travel	110,350	114,221	7,530		106,691	6.6%
43	58110 Mileage	-	-	-		0	
44	Total OWP	43,731,484	44,223,326	5,759,124	7,436,578	31,027,623	13.0%
45							
46	Comprehensive Budget	46,677,593	47,169,435	6,054,495	7,668,861	33,446,079	12.8%

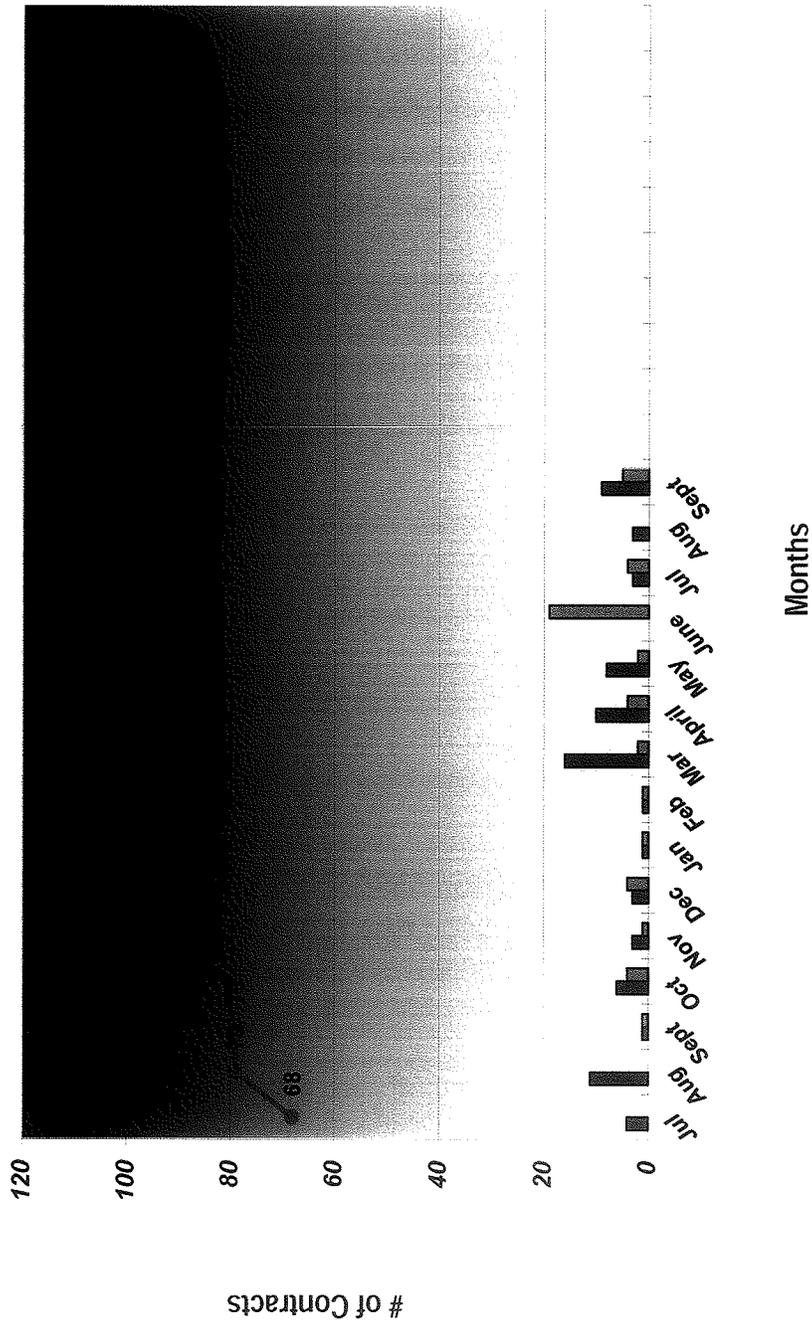
Office of the CFO
Fiscal Year-To-Date Expenditure Report Through September 30, 2012



INDIRECT COSTS

			Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	50010	Regular Staff	4,277,611	4,471,252	895,769		3,575,483	20.0%
2	50013	Regular OT	-	233	233		0	100.0%
3	50014	Interns, Temps, Annuity	-	130	130		0	100.0%
4	51000	Allocated Fringe Benefits	2,924,747	3,057,393	646,234		2,411,159	21.1%
5	54300	SCAG Consultants	351,671	351,671	14,936	89,985	246,750	4.2%
6	54340	Legal	275,000	275,000	6,590	51,580	216,830	2.4%
7	54350	Prof Svcs	766,338	793,838	167,854	625,983	0	21.1%
8	55210	Software Support	419,603	455,603	127,857	72,650	255,096	28.1%
9	55220	Hardware Supp	129,030	121,686	75,454	38,910	7,323	62.0%
10	55230	Computer Maintenance	-	7,344	7,344		0	100.0%
11	55240	Repair & Maint Non-IT	19,684	26,960	3,192	23,768	0	11.8%
12	55400	Office Rent 818 Offices	1,536,000	1,528,000	377,146	1,150,854	0	24.7%
13	55410	Office Rent Satellite	222,000	221,121	38,805	158,936	23,380	17.5%
14	55420	Equip Leases	115,000	163,735	28,996	133,812	927	17.7%
15	55430	Equip Repairs & Maint	45,244	43,340	2,237	6,671	34,432	5.2%
16	55440	Insurance	175,299	175,299	29,910		145,389	17.1%
17	55441	Payroll / Bank Fees	15,000	15,000	1,235		13,765	8.2%
18	55460	Mater & Equip < \$5,000	180,000	133,600	10,010	12,729	110,861	7.5%
19	55510	Office Supplies	141,200	141,200	15,310	121,189	4,702	10.8%
20	55520	Graphic Supplies	50,000	50,000	-	723	49,277	0.0%
21	55530	Telephone	165,500	165,500	40,386	125,114	0	24.4%
22	55540	Postage	20,000	20,000	-	16,484	3,516	0.0%
23	55550	Delivery Services	8,900	10,500	1,679		8,821	16.0%
24	55600	Scag Memberships	60,000	60,000	-		60,000	0.0%
25	55610	Prof Memberships	7,610	7,610	1,980	150	5,480	26.0%
26	55620	Res Mats/Subscrip	57,855	57,855	17,166	5,189	35,500	29.7%
27	55700	Deprec - Furn & Fixt	45,137	45,137	-		45,137	0.0%
28	55710	Deprec - Computer Equipment	77,723	77,723	-		77,723	0.0%
29	55720	Amortiz - Leasehold Improvements	7,402	7,402	-		7,402	0.0%
30	55800	Recruitment Notices	7,000	7,000	756	1,818	4,427	10.8%
31	55801	Recruitment - other	30,000	30,000	-	18,275	11,725	0.0%
32	55810	Public Notices	5,000	5,000	-		5,000	0.0%
33	55820	Training	160,000	160,000	50,109	109,891	0	31.3%
34	55830	Conference/workshops	29,850	29,850	484	45	29,321	1.6%
35	55920	Other Mtg Exp	51,200	51,200	7,764		43,436	15.2%
36	55930	Miscellaneous - other	13,526	34,526	14,950	16,667	2,908	43.3%
37	55950	Temp Help	58,500	43,500	1,023	42,476	0	2.4%
38	56100	Printing	91,500	90,000	30,091	4,278	55,631	33.4%
39	58100	Travel - Outside	102,614	99,614	8,060		91,554	8.1%
40	58101	Travel - Local	9,186	8,858	1,399		7,459	15.8%
41	58110	Mileage - Local	38,404	38,404	4,863		33,541	12.7%
42	58150	Staff lodging Expense	5,334	5,334	-		5,334	0.0%
43	58200	Travel - registration	3,000	-	-		0	
44	58400	Travel - Car Rentals	-	-	-		0	
45	58450	Fleet Vehicle	8,200	9,600	1,077	8,523	0	11.2%
46		Total Indirect Cost	12,706,868	13,097,018	2,631,029	2,836,699	7,629,290	20.1%

SCAG Contracts (Year to Date)



Overview
This chart shows the number of contracts administered by the Contracts division, by month, from July 2011 thru September 2012

■ Awarded Contracts
■ Closed Contracts
■ Active Contracts



Summary
The chart shows that the Contract Division is managing 95 active consultant contracts. Twenty-one of these contracts are fixed price, 46 are Cost Plus Fixed Fee contracts, and the remaining 28 are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). The Contracts Division anticipates issuing approximately 30 contracts for 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.



Office of the CFO
Staffing Report as of September 1, 2012

**SOUTHERN CALIFORNIA
 ASSOCIATION of GOVERNMENTS**

GROUPS	Authorized Positions	Filled Positions	Vacant Positions
Executive	7	4	3
Legal	3	2	1
Strategy, Policy & Public Affairs	23	19	4
Administration	47	43	4
Planning & Programs	66	59	7
Total	146	127	19

OTHER POSITIONS

GROUPS	Limited Term Positions	Temp Positions	Agency Temps
Executive	1	0	0
Legal	0	0	0
Strategy, Policy & Public Affairs	1	3	0
Administration	3	1	0
Planning & Programs	0	7	0
Total	5	11	0