



SOUTHERN CALIFORNIA
ASSOCIATION OF GOVERNMENTS
900 Wilshire Blvd., Ste. 1700
Los Angeles, CA 90017
T: (213) 236-1800
www.scag.ca.gov

REGIONAL COUNCIL OFFICERS

President
**Jan C. Harnik, Riverside County
Transportation Commission**

First Vice President
Art Brown, Buena Park

Second Vice President
**Curt Hagman, County of
San Bernardino**

Immediate Past President
Clint Lorimore, Eastvale

COMMITTEE CHAIRS

Executive/Administration
**Jan C. Harnik, Riverside County
Transportation Commission**

Community, Economic &
Human Development
Frank Yokoyama, Cerritos

Energy & Environment
Deborah Robertson, Rialto

Transportation
Ray Marquez, Chino Hills

MEETING NO. 652

EXECUTIVE/ ADMINISTRATION COMMITTEE

***Members of the Public are Welcome to Attend
In-Person & Remotely***

Wednesday, March 1, 2023

3:00 p.m. – 4:00 p.m.

To Attend In-Person:

**SCAG Main Office – Policy B Meeting Room
900 Wilshire Blvd., Ste. 1700
Los Angeles, CA 90017**

To Attend and Participate on Your Computer:

<https://scag.zoom.us/j/889726747>

To Attend and Participate by Phone:

Call-in Number: 1-669-900-6833

Meeting ID: 889 726 747

PUBLIC ADVISORY

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Maggie Aguilar at (213) 630-1420 or via email at aguilarm@scag.ca.gov. Agendas & Minutes are also available at: <https://scag.ca.gov/meetings-leadership>.

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) 630-1420. We request at least 72 hours (three days) notice to provide reasonable accommodations and will make every effort to arrange for assistance as soon as possible.



Instructions for Attending the Meeting

SCAG is providing multiple options to attend the meeting:

To Attend In-Peron and Provide Verbal Comments: Go to the SCAG Main Office located at 900 Wilshire Blvd., Ste. 1700, Los Angeles, CA 90017 or any of the remote locations noticed in the agenda. The meeting will take place in the Policy B Meeting Room on the 17th floor starting at 3:00 p.m.

To Attend on Your Computer

1. Click the following link: <https://scag.zoom.us/j/889726747>.
2. If Zoom is not already installed on your computer, click “Download & Run Zoom” on the launch page and press “Run” when prompted by your browser. If Zoom has previously been installed on your computer, please allow a few moments for the application to launch automatically.
3. Select “Join Audio via Computer.”
4. The virtual conference room will open. If you receive a message reading, “Please wait for the host to start this meeting,” simply remain in the room until the meeting begins.

To Attend by Phone

1. Call **(669) 900-6833** to access the conference room. Given high call volumes recently experienced by Zoom, please continue dialing until you connect successfully.
2. Enter the **Meeting ID: 889 726 747**, followed by #.
3. Indicate that you are a participant by pressing # to continue.
4. You will hear audio of the meeting in progress. Remain on the line if the meeting has not yet started.

OUR MISSION

To foster innovative regional solutions that improve the lives of Southern Californians through inclusive collaboration, visionary planning, regional advocacy, information sharing, and promoting best practices.

OUR VISION

Southern California's Catalyst for a Brighter Future

OUR CORE VALUES

Be Open | Lead by Example | Make an Impact | Be Courageous



Instructions for Participating and Public Comments

You may participate and submit public comments in three (3) ways:

1. **In Writing**: Submit written comments via email to: ePublicComment@scag.ca.gov by **5pm on Tuesday, February 28, 2023**. You are **not** required to submit public comments in writing or in advance of the meeting; this option is offered as a convenience should you desire not to provide comments in real time as described below. All written comments received after 5pm on Tuesday, February 28, 2023 will be announced and included as part of the official record of the meeting.
2. **Remotely**: If participating in real time via Zoom or phone, during the Public Comment Period (Matters Not on the Agenda) or at the time the item on the agenda for which you wish to speak is called, use the “raise hand” function on your computer or *9 by phone and wait for SCAG staff to announce your name/phone number. Limit oral comments to 3 minutes, or as otherwise directed by the presiding officer.
3. **In-Person**: If participating in-person, you are invited but not required, to fill out and present a Public Comment Card to the Clerk of the Board or other SCAG staff prior to speaking. It is helpful to indicate whether you wish to speak during the Public Comment Period (Matters Not on the Agenda) and/or on an item listed on the agenda. Limit oral comments to 3 minutes, or as otherwise directed by the presiding officer.

For purpose of providing public comment for items listed on the Consent Calendar, please indicate that you wish to speak when the Consent Calendar is called; items listed on the Consent Calendar will be acted on with one motion and there will be no separate discussion of these items unless a member of the legislative body so requests, in which event, the item will be considered separately.

In accordance with SCAG’s Regional Council Policy, Article VI, Section H and California Government Code Section 54957.9, if a SCAG meeting is “willfully interrupted” and the “orderly conduct of the meeting” becomes unfeasible, the presiding officer or the Chair of the legislative body may order the removal of the individuals who are disrupting the meeting.

OUR MISSION

To foster innovative regional solutions that improve the lives of Southern Californians through inclusive collaboration, visionary planning, regional advocacy, information sharing, and promoting best practices.

OUR VISION

Southern California’s Catalyst for a Brighter Future

OUR CORE VALUES

Be Open | Lead by Example | Make an Impact | Be Courageous



EXECUTIVE/ADMINISTRATION COMMITTEE MEETING AGENDA

TELECONFERENCE AVAILABLE AT THESE ADDITIONAL LOCATIONS

<p>Kathleen Kelly Palm Desert - City Hall 73-510 Fred Waring Drive Council Chamber Conference Room Palm Desert, CA 92260</p>	<p>Patricia Lock Dawson Riverside - City Hall 3900 Main Street Mayor's Ceremonial Room - 7th Floor Riverside, CA 92522</p>
<p>David Shapiro Calabasas - City Hall 100 Civic Center Way Calabasas, CA 91302</p>	<p>Andrew Masiel, Sr. 45000 Pechanga Parkway Journeys Building, 2nd Floor Temecula CA, 92592</p>



EAC - Executive/Administration Committee
Members – March 2023

- 1. Hon. Jan C. Harnik**
Chair, RCTC Representative
- 2. Hon. Art Brown**
1st Vice Chair, Buena Park, RC District 21
- 3. Sup. Curt Hagman**
2nd Vice Chair, San Bernardino County
- 4. Hon. Clint Lorimore**
Imm. Past President, Eastvale, RC District 4
- 5. Hon. Frank A. Yokoyama**
CEHD Chair, Cerritos, RC District 23
- 6. Hon. David J. Shapiro**
CEHD Vice Chair, Calabasas, RC District 44
- 7. Hon. Deborah Robertson**
EEC Chair, Rialto, RC District 8
- 8. Sup. Luis Plancarte**
EEC Vice Chair, Imperial County
- 9. Hon. Ray Marquez**
TC Chair, Chino Hills, RC District 10
- 10. Hon. Tim Sandoval**
TC Vice Chair, Pomona, RC District 38
- 11. Hon. Jose Luis Solache**
LCMC Chair, Lynwood, RC District 26
- 12. Hon. Patricia Lock Dawson**
LCMC Vice Chair, Riverside, RC District 68
- 13. Hon. Larry McCallon**
Highland, RC District 7 Pres. Appt./Air Dist. Rep.
- 14. Hon. Margaret Finlay**
Duarte, RC District 35, Pres. Appt.
- 15. Hon. Kathleen Kelly**
Palm Desert, RC District 2, Pres. Appt.

OUR MISSION

To foster innovative regional solutions that improve the lives of Southern Californians through inclusive collaboration, visionary planning, regional advocacy, information sharing, and promoting best practices.

OUR VISION

Southern California's Catalyst for a Brighter Future

OUR CORE VALUES

Be Open | Lead by Example | Make an Impact | Be Courageous



- 16. Hon. Nithya Raman**
Los Angeles, RC District 51, Pres. Appt.

- 17. Hon. Andrew Masiel**
Tribal Govt Regl Planning Board Representative

- 18. Ms. Lucy Dunn**
Business Representative - Non-Voting Member

OUR MISSION

To foster innovative regional solutions that improve the lives of Southern Californians through inclusive collaboration, visionary planning, regional advocacy, information sharing, and promoting best practices.

OUR VISION

Southern California's Catalyst for a Brighter Future

OUR CORE VALUES

Be Open | Lead by Example | Make an Impact | Be Courageous



EXECUTIVE/ADMINISTRATION COMMITTEE MEETING AGENDA

Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700 - Policy B Meeting Room
Los Angeles, CA 90017

Wednesday, March 1, 2023

3:00 PM

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

(The Honorable Jan C. Harnik, Chair)

GENERAL INFORMATION FOR PUBLIC COMMENTS

Members of the public can participate in the meeting via written or verbal comments. Written comments can be emailed to: ePublicComment@scag.ca.gov. Written comments received by 5pm on Tuesday, February 28, 2023 will be transmitted to members of the legislative body and posted on SCAG's website prior to the meeting. Written comments received after will be announced and included as part of the official record of the meeting. Any writings or documents provided to a majority of this committee regarding any item on this agenda (other than writings legally exempt from public disclosure) are available at the Office of the Clerk, at 900 Wilshire Blvd., Suite 1700, Los Angeles, CA 90017 or by phone at (213) 630-1420, or email to aguilarm@scag.ca.gov.

Verbal comments can be presented in real time during the meeting. Members of the public are allowed a total of 3 minutes for verbal comments. The presiding officer retains discretion to adjust time limits as necessary to ensure efficient and orderly conduct of the meeting, including equally reducing the time of all comments.

For members of the public participating in-person, Public Comment Cards are available. For members of the public attending remotely, please wait for the presiding officer to call the item and then indicate your interest in offering public comment by using the "raise hand" function on your computer or pressing *9 on your telephone.

For items listed on the Consent Calendar, please indicate that you wish to speak when the Consent Calendar is called. Items listed on the Consent Calendar will be acted upon with one motion and there will be no separate discussion of these items unless a member of the committee so requests, in which event, the item will be considered separately.

PUBLIC COMMENT PERIOD (Matters Not on the Agenda)

This is the time for public comments on any matter of interest within SCAG's jurisdiction that is *not* listed on the agenda. For items listed on the agenda, public comments will be received when that item is considered. Although the committee may briefly respond to statements or questions, under state law, matters presented under this item cannot be discussed or acted upon at this time.

REVIEW AND PRIORITIZE AGENDA ITEMS



EXECUTIVE/ADMINISTRATION COMMITTEE MEETING AGENDA

ACTION ITEM

1. Approval of the Fiscal Year 2023-24 Draft Comprehensive Budget PPT. 7
(Cindy Giraldo, Chief Financial Officer)

RECOMMENDED ACTION:

That the Executive/Administration Committee (EAC) recommend that the Regional Council (RC): 1) Approve the Fiscal Year 2023-24 (FY 2023-24) Draft Comprehensive Budget in the amount of \$348,972,434; 2) Authorize the release of the FY 2023-24 Draft Overall Work Program (OWP) to initiate the 30-day public comment period; and 3) Approve the FY 2023-24 General Fund Budget and Membership Assessment and transmit to the General Assembly.

CONSENT ITEMS

Approval Items

2. Minutes of the Meeting – February 1, 2023 PPT. 95
3. Resolution Delegating Authority to Chief Financial Officer (CFO) with Respect to Approving Certain 457(b) Deferred Compensation Plan & Trust (Plan) Amendments PPT. 102
4. Contract Amendment Greater Than 30% of the Contract's Original Value and \$150,000 or Greater: Contract No. 21-012- C01, Amendment No. 2, Microsoft Enterprise Software License Agreement PPT. 106
5. Approval of Guidelines and Authorization to Release the Call for Fellowship Providers PPT. 114
6. SCAG Memberships and Sponsorships PPT. 128

Receive and File

7. Fiscal Year 2021-22 External Financial Audit PPT. 131
8. Purchase Orders, Contract and Amendments below Regional Council Approval Threshold PPT. 138
9. CFO Monthly Report PPT. 144

CFO REPORT

(Cindy Giraldo, Chief Financial Officer)

PRESIDENT'S REPORT

(The Honorable Jan C. Harnik, Chair)

EXECUTIVE DIRECTOR'S REPORT

(Kome Ajise, Executive Director)

FUTURE AGENDA ITEMS

ANNOUNCEMENTS

ADJOURNMENT



AGENDA ITEM 1
REPORT

Southern California Association of Governments
March 1, 2023

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

**EXECUTIVE DIRECTOR'S
APPROVAL**

From: Cindy Giraldo, Chief Financial Officer
(213) 630-1413, giraldo@scag.ca.gov

Subject: Approval of the Fiscal Year 2023-24 Draft Comprehensive Budget

RECOMMENDED ACTION FOR EAC:

That the Executive/Administration Committee (EAC) recommend that the Regional Council (RC): 1) Approve the Fiscal Year 2023-24 (FY 2023-24) Draft Comprehensive Budget in the amount of \$348,972,434; 2) Authorize the release of the FY 2023-24 Draft Overall Work Program (OWP) to initiate the 30-day public comment period; and 3) Approve the FY 2023-24 General Fund Budget and Membership Assessment and transmit to the General Assembly.

RECOMMENDED ACTION FOR RC:

That the Regional Council (RC): 1) Approve the Fiscal Year 2023-24 (FY 2023-24) Draft Comprehensive Budget in the amount of \$348,972,434; 2) Authorize the release of the FY 2023-24 Draft Overall Work Program (OWP) to initiate the 30-day public comment period; and 3) Approve the FY 2023-24 General Fund Budget and Membership Assessment and transmit to the General Assembly.

STRATEGIC PLAN:

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

EXECUTIVE SUMMARY:

SCAG's Bylaws require the adoption of an annual comprehensive budget. Additionally, SCAG is required by federal and state law to develop the Overall Work Program (OWP) and the Indirect Cost Budget each year. Staff has developed the FY 2023-24 Draft Comprehensive Budget that includes: the OWP; the General Fund Budget and Membership Assessment; the FTA Grant Budget; the TDA Budget; the Indirect Cost Budget; and the Fringe Benefits Budget. After the 30-day public comment period, the Final OWP will be submitted to the Regional Council for final approval on May 4, 2023. The General Fund Budget and the Membership Assessment will be forwarded to the General Assembly for approval on May 4, 2023. The proposed FY 2023-24 Draft Comprehensive Budget is \$348.97 million, which is \$199.02 million or 132.72% more than the FY 2022-23 Budget Amendment 2 of \$149.96 million. The proposed FY 2023-24 Draft Comprehensive Budget currently

includes an estimated carryover for the full funding amount of the Regional Early Action Planning Grants of 2021 (REAP 2.0) totaling \$238,350,867. SCAG staff anticipates receiving an award notice for the REAP 2.0 full funding in FY 2022-23.

BACKGROUND:

Through SCAG, city and county governments throughout Southern California come together to develop solutions to common problems in transportation, housing, air quality, and other issues. To foster innovative regional solutions that improve the lives of Southern Californians through inclusive collaboration, visionary planning, regional advocacy, information sharing, and promoting best practices.

SCAG's primary responsibilities include the development of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS); the Federal Transportation Improvement Program (FTIP); the annual OWP; and the transportation-related portions of local air quality management plans. Under the federal Clean Air Act, SCAG is responsible for determining if regional transportation plans and programs are in conformity with applicable state air quality plans. SCAG's additional functions include the intergovernmental review of regionally significant development projects and the periodic preparation of a Regional Housing Needs Assessment (RHNA).

The proposed FY 2023-24 Draft Comprehensive Budget meets SCAG's primary responsibility requirements and furthers the implementation of our long-range RTP/SCS, Connect SoCal. The Connect SoCal outlines longer-term goals, guiding principles, and planning strategies for regional transportation planning activities. The FY 2023-24 Draft Comprehensive Budget includes funding in support of the development of 2024 Connect SoCal and research work for 2028 Connect SoCal, anticipated Regional Call for Projects for STBG/CMAQ funding, REAP 2.0 implementation, as well as funding to support continued efforts for priority programs such as 2020 Connect SoCal Implementation.

The framework for developing the FY 2023-24 Draft Comprehensive Budget is SCAG's multi-year Strategic Plan that focuses on SCAG's vision and priorities and improves the organization and its operations. The FY 2023-24 Draft Comprehensive Budget supports Strategic Plan Goal #7 – Secure funding to support agency priorities to effectively and efficiently deliver work products. All the work programs funded in the budget support at least one of the seven Strategic Plan Goals.

DISCUSSION:

The proposed FY 2023-24 Draft Comprehensive Budget is \$348.97 million. **Table 1** provides a summary of revenue sources included in the proposed FY 2023-24 Draft Comprehensive Budget in the amount of \$348.97 million. The proposed draft budget is 132.72% more than FY 2022-23



Budget Amendment 2, and the increase is primarily due to the programming of the REAP 2.0 funding.

The FY 2023-24 revenues also include \$2.58M in over-recovered indirect cost from FY 2021-22 and \$1.13M in over-recovered fringe benefits cost from FY 2021-22.

Table 1. FY 2023-24 Funding Sources		
FUNDING SOURCES	FY23 Amend 2	FY24 Draft
FHWA PL - Metropolitan Planning	32,255,465	28,683,770
FTA 5303 - Metropolitan Planning	15,930,409	16,839,669
FHWA SPR - Strategic Partnership Grants	167,303	-
FTA 5304 - Sustainable Communities Grants	-	-
Federal Other	5,377,681	1,656,976
State Other	11,697,855	8,057,748
SB 1 - Sustainable Communities Formula Grants	9,420,498	7,660,728
SHA - Sustainable Communities Grants	-	-
Regional Early Action Planning (REAP) 2019 Grants	28,543,540	12,611,775
Regional Early Action Planning (REAP) 2021 Grants	-	238,350,867
MSRC Last Mile Freight Program (LMFP) Grant	16,751,000	16,618,900
TDA	3,840,589	5,627,117
In-Kind Commitments	5,723,212	5,562,871
Cash/Local Other	14,057,920	503,562
General Fund	3,390,152	3,089,747
SUBTOTAL	147,155,624	345,263,730
Fringe Benefits Carryforward	-	1,130,592
Indirect Cost Carryforward	2,229,200	2,578,112
SUBTOTAL	2,229,200	3,708,704
Indirect Cost Budget Change/Allocated Indirect Cost Change	570,179	-
TOTAL FUNDING SOURCES	149,955,003	348,972,434

Table 2 provides a summary of the expenditure categories in the proposed FY 2023-24 Draft Comprehensive Budget in the amount of \$348.97 million. The significant changes compared to FY 2022-23 Budget Amendment 2 include increases in Salaries & Benefits, Consultants and Consultants -Technical Assistance/Pass-Through Payments primarily to support the REAP 2.0 Program implementation, and reductions in FTA pass-through and cash/local other carryovers as the program approaches the final year. The newly created Consultants-Technical Assistance/Pass-

Through Payments line includes the new FY 2023-24 resources provided to partner agencies through Sustainable Communities Program (SCP) Call #4, as well as various REAP 2.0 programs. The Consultants line includes resources to support the development, outreach, and implementation of Connect SoCal. In addition, nearly half of the resources included in the Consultants line are resources allocated in prior years to our partner agencies through the LMFP projects, 2020 SCP Call 1, 2, and 3 projects, 2018 ATP SCP projects, as well as the REAP 1.0 Subregional Partnership and other technical assistance resources.

EXPENDITURES	FY23 Amend 2	FY24 Draft
Salaries & Benefits	36,870,502	45,231,596
Consultants	71,259,756	73,629,323
Consultants-Technical Assistance/Pass-Through Payments	-	196,000,000
Non-Profits/IHL	132,787	-
FTA Pass-Through Payments	1,977,967	200,000
In-Kind Commitments	5,723,212	5,562,871
Cash/Local Other	12,856,292	49,942
Other Costs	20,851,761	28,298,702
Capital & Debt Service	282,726	-
TOTAL EXPENDITURES	149,955,003	348,972,434

Draft Overall Work Program (OWP)

As a Metropolitan Planning Organization (MPO), SCAG is required by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the California Department of Transportation (Caltrans) to develop an annual Overall Work Program (OWP). The OWP identifies the work that will be accomplished during the 2023-24 fiscal year. It discusses the planning priorities, the needs of the region, and the specific programs to meet those needs.

On January 19, 2023, SCAG held its annual OWP development and coordination meeting with Caltrans, FHWA, and FTA representatives. SCAG staff presented the proposed work program for FY 2023-24 and reported accomplishments and progress on major projects in the current fiscal year.

The proposed FY 2023-24 OWP budget is \$340.95 million. The Draft OWP will be released for a 30-day public comment period from March 2 to April 3, 2023. Staff will receive and address comments in the Final OWP before it is submitted to the Regional Council for final approval on May 4, 2023, and to Caltrans by no later than May 12, 2023.

The following table shows the FY 2023-24 OWP budget by program area:



Program		Total *
010	System Planning	1,083,814
015	Transportation Finance	1,802,010
020	Environmental Planning	1,619,278
025	Air Quality and Conformity	850,561
030	Federal Transportation Improvement Program (FTIP)	3,501,886
045	Geographic Information Systems (GIS)	5,669,923
050	Active Transportation Planning	969,720
055	Regional Forecasting, Socioeconomic Technical & Policy Analysis	2,030,131
060	Corridor Planning	298,159
065	Sustainability Program	1,724,010
070	Modeling	8,426,043
080	Performance Assessment, Monitoring & Strategy	755,873
090	Public Information and Communications	4,869,482
095	Regional Outreach and Public Participation	5,340,677
100	Intelligent Transportation Systems (ITS) and Smart Cities	1,591,353
115	Clean Technology Program	1,524,296
120	OWP Development and Administration	1,564,560
130	Goods Movement	1,983,478
140	Transit and Rail Planning	1,019,985
225	Special Grant Projects	2,476,646
230	Regional Aviation and Airport Ground Access Planning	511,950
235	Local Information Services Program	546,781
265	Express Travel Choices Phase III	151,962
267	Clean Cities Program	90,535
275	Sustainable Communities Program	8,582,114
280	Future Communities Initiative	477,024
290	Research, Planning and Engagement for Sustainable Communities	5,264,586
300	Regional Early Action Planning (REAP) Grants Program - AB 101	12,656,775
303	Economic Empowerment	218,038
305	Regional Early Action Planning (REAP) Grants Program – REAP 2.0	238,350,867
310	Planning Strategy Development and Implementation	5,632,777
315	Last Mile Freight Program - MSRC	16,927,129
320	Inclusive Economic Recovery Strategy (IERS) Implementation Grant	2,438,116
Total Costs		340,950,539
*Includes indirect costs, fringe benefits, non-labor costs and in-kind match.		

The proposed FY 2023-24 OWP budget is \$340.95 million and includes various federal and state funding sources. The funding sources and the supported activities are highlighted as follows.

FHWA PL and FTA 5303 Metropolitan Planning Formula Funds (\$45.52 million)

The proposed FY 2023-24 OWP budget includes \$45.52 million of FHWA PL and FTA 5303 metropolitan planning formula funds. Both funding sources are allocated to MPOs on an annual basis, and SCAG uses the funding to support the development of various transportation plans and transportation improvement programs.

Federal Other (\$1.66 Million) and State Other (\$8.06 million)

The federal and state other sources include various federal and state funds that SCAG has secured through competitive grant opportunities. For the Federal Other, the proposed budget includes \$1.46 million in the FY 2023-24 OWP budget and \$0.20 million in the FTA Pass-Through Budget Program. The funds are used to support various transportation planning activities as well as capital projects for the pass-through entity. For the State Other, the entire \$8.06 million is programmed in the FY 2023-24 OWP budget, and the funding supports the Active Transportation Programs, the Inclusive Economic Recovery Strategy Program, and other transportation planning activities.

Sustainable Communities SB 1 Formula Grants (\$7.66 million)

Sustainable Communities SB 1 Formula Grants are allocated via formula (consistent with the FHWA PL formula) to the MPOs. The SB 1 Grants support local and regional multimodal transportation and land use planning projects that further the region's RTP/SCS, contribute to the State's GHG reduction targets and assist in achieving other State goals.

REAP 2019 Grant Program (\$12.61 million)

The proposed budget includes \$12.61 million for the REAP 2019 Grant Program eligible activities that support housing planning activities that accelerate housing production and meet the region's goals as determined by the sixth cycle Regional Housing Needs Assessment. SCAG programmed the early application grant amount of \$11.87 million in FY 2020-21 OWP, and subsequently executed the grant agreement with the California Housing & Community Development Department (HCD) and programmed the full grant funds of \$47.47 million in FY 2021-22 OWP and \$27.87 million carryover was programmed in FY 2022-23 OWP. The proposed FY 2023-24 OWP budget includes \$12.61 million in the REAP 2019 carryover funds to support the remaining grant-funded activities in FY 2023-24.

REAP 2.0 Grant Program (\$238.35 million)

REAP 2.0, is administered by HCD and provides funding to support transformative and innovative projects that implement the region's Sustainable Communities Strategy and help accelerate infill housing and reduction in per capital Vehicle Miles Traveled (VMT). In February 2022, the Regional

Council approved and authorized SCAG to apply for the advance funding, and SCAG received an award notice for the advance funding in the amount of \$8.61 million in December 2022. In November 2022, the Executive/Administration Committee, acting on behalf of the Regional Council (RC), approved and authorized SCAG to apply for the REAP 2.0 full funding, and SCAG submitted the full funding application to HCD in December 2022. The REAP 2.0 funds of \$238.35 million included in the FY 2023-24 OWP reflects the anticipated carryover amount based on the full funding grant amount.

Last Mile Freight Program Grant (\$16.62 million)

State Health & Safety Code Section 44225 (AB2766) established Mobile Source Air Pollution Reduction Review Committee (MSRC) to develop a work program to fund projects which help reduce air pollution from motor vehicles within the South Coast Air District. MSRC provides SCAG the financial assistance which supports the Last Mile Freight Program. The proposed budget includes the estimated carryover of the Last Mile Freight Program Grant funds in the amount of \$16.62 million.

TDA Funds (\$5.63 million)

Approximately \$4.95 million is included in the FY 2023-24 OWP budget, and the funding supports consultant and staff-related costs for transportation planning activities and is primarily used as a match. The remaining \$0.68 million primarily supports SCAG's special events, such as the General Assembly and Economic Summit.

In-Kind Commitments (\$5.56 million) and Cash/Local Other (\$0.50 million)

The proposed FY 2023-24 OWP budget includes \$5.72 million for third-party contributions and local cash for transportation planning projects. The remaining \$0.35 million is included in the FTA Pass-Through Budget Program and serves as a match to the FTA Pass-Through Capital Project.

General Fund Budget and Membership Assessment (\$3.09 million)

The proposed General Fund budget is \$3.09 million. The General Fund budget provides funding for the Regional Council and its Subcommittees for stipends and travel, General Assembly, and other expenditures that may not be eligible for grant reimbursement. The General Fund budget and Membership Assessment will be submitted to the General Assembly for approval on May 4, 2023. The Membership Dues Assessment is calculated in accordance with the SCAG's bylaws, and the membership dues are adjusted by the recent year-over-year change in the Consumer Price Index, which is 4.9261%. The Membership Assessment now includes all the tribal governments, and the dues were calculated following the process prescribed in the Bylaws but using available population data from the Decennial censuses and American Community Surveys. For the tribal governments of which population data was not readily available, staff recommends assessing a flat due amount of \$150 on a temporary basis. Once the population data becomes available, the flat due amount will be adjusted to reflect the appropriate due based on the population data. The General Fund

expenditures are described beginning on page 47, and the Membership Assessment Schedule is included on page 61 of the FY 2023-24 Draft Comprehensive Budget.

Indirect Cost Budget (\$34.53 million)

The Indirect Cost budget provides funding for staff salaries, fringe benefits, and other non-labor costs not attributable to an individual direct program. The proposed Indirect Cost budget is \$34.53 million, which is \$4.87 million more than FY 2022-23 Budget Amendment 2 due to increases in staff costs, consultants, and infrastructure cloud services to support the agency expanding operational activities (page 53 of the FY 2023-24 Draft Comprehensive Budget).

Staff developed the FY 2023-24 Indirect Cost Rate Proposal (ICRP) based on Federal Transit Administration (FTA) guidelines. The proposed indirect cost rate is 137.2349%. The final ICRP will be submitted to FTA for approval in May after the Regional Council approves the budget. The indirect costs allocated to the salaries in the OWP, TDA, and General Fund budgets are \$31.95 million. The difference between the indirect cost budget and the allocated indirect costs is approximately \$2.58 million, which represents an over-recovery of costs from FY 2021-22. The over-recovery is carried forward, as an adjustment to the calculation of the indirect cost rate, in the FY 2023-24 ICRP.

Salaries and Benefits Budget

The proposed budget includes salaries and benefits for 231 positions in the amount of \$45.23 million, which represents an increase of \$8.36 million compared to FY 2022-23 Budget Amendment 2. The increase in the salaries and benefits budget can be primarily attributed to the full-year funding of REAP 2.0 limited-term staff approved by the Regional Council with the approval of the full REAP 2.0 application, requests for five new positions, projected performance-based merit increases, an increase to the required CalPERS unfunded liability payment, and the cost of implementing phase 2 of the completed classification and compensation study for employee benefits.

The FY 2023-24 budget includes seven new permanent and one new limited-term position and the elimination of three limited-term positions for a net increase of five new positions. The seven new permanent positions will provide transportation planning support for CMAQ/STBG administration and safety projects as well as operational support for information system application development, GIS analysis, procurement and contracting, and recruitment. A detailed list of personnel changes is provided in Attachment 2.

As part of the agency-wide classification and compensation study, SCAG's consultant developed a custom total rewards market survey to gather benchmark data for an employee compensation package, including salaries and benefits. As a result, a new salary schedule was adopted upon the Executive/Administration Committee and Regional Council approval of the FY 2022-23 Budget

Amendment 2. The FY 2023-24 Draft Comprehensive Budget includes the recommended benefit changes resulting from the classification and compensation study. The total cost of proposed benefits for the FY 2023-24 Draft Comprehensive Budget is \$1,068,672; however, to offset this cost, \$413,921 has been reallocated from the Transit Passes Reimbursement Program and Vacation Cash Out Program budget lines. The reductions in these budget lines were made based on the actual expenditures in the prior fiscal year. As such, the net budget impact for the proposed benefits is \$654,751. Detailed information regarding the proposed benefits changes is provided in Attachment 3.

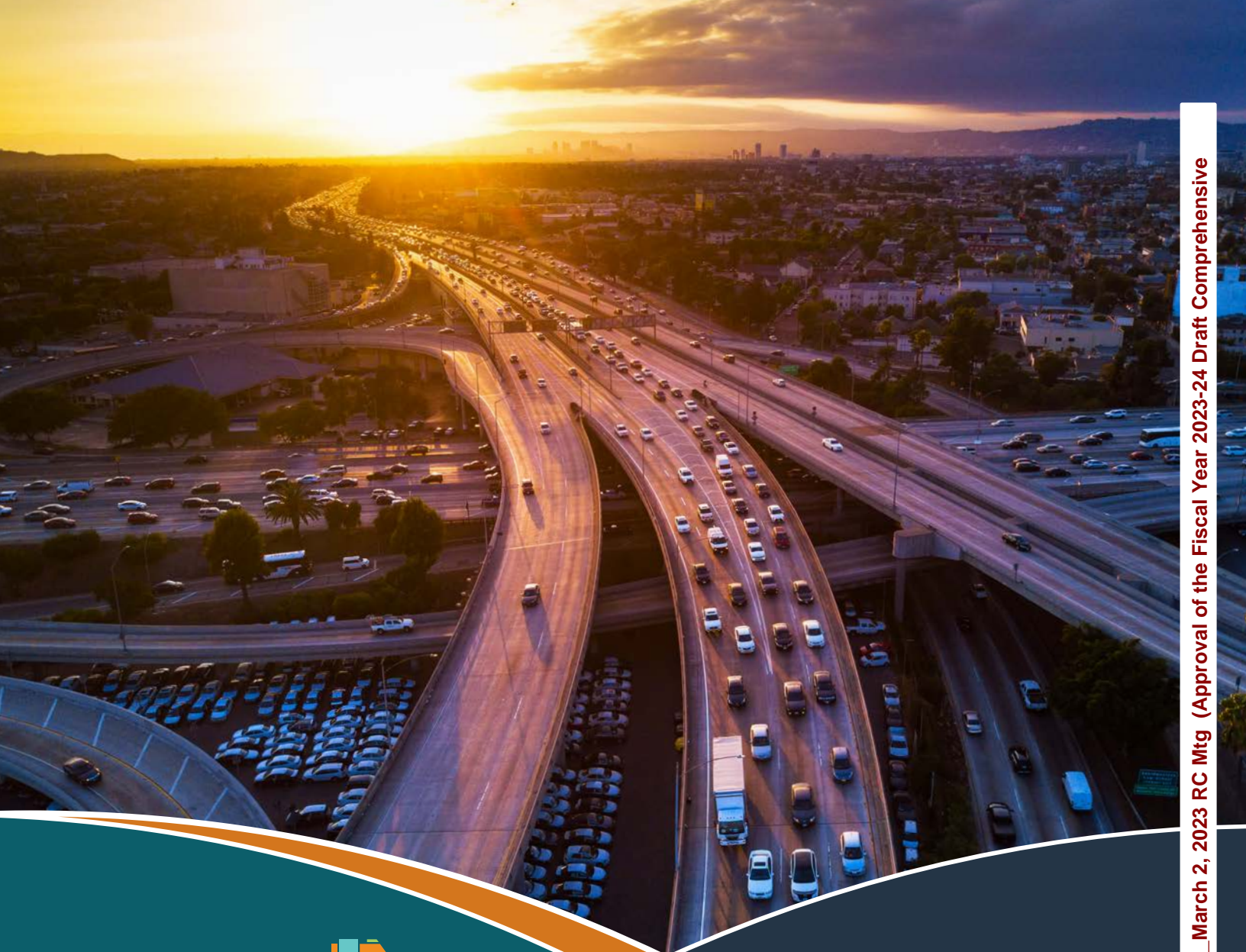
The proposed fringe benefits rate for FY 2023-24 is 67.08%, which is applied to all salaries in the OWP, TDA, General Fund, and Indirect Cost budgets. The employee-associated costs are described beginning on page 51 of the FY 2023-24 Draft Comprehensive Budget.

FISCAL IMPACT:

There is no immediate fiscal impact as a result of the recommended actions. Staff will return to the Regional Council on May 4, 2023, to recommend the adoption of the FY 2023-24 Final Comprehensive Budget in the amount of \$348,972,434.

ATTACHMENT(S):

1. FY24 DRAFT COMPREHENSIVE BUDGET_March 2, 2023 RC Mtg
2. +List of Personnel Changes - FY24 Draft Comprehensive Budget
3. Classification and Compensation Study - Benefits Enhancements
4. Link to FY 2023-24 Draft OWP and Public Comment Form



Draft Comprehensive Budget FISCAL YEAR 2023-24

MARCH 2023

Attachment: FY24 DRAFT COMPREHENSIVE BUDGET March 2, 2023 RC Mtg (Approval of the Fiscal Year 2023-24 Draft Comprehensive

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

COMPREHENSIVE BUDGET

Fiscal Year 2023-24

TABLE OF CONTENTS

Section I – Overview Page

Introduction.....	3
SCAG Organization.....	4
Organizational Chart.....	5
SCAG Strategic Plan.....	6
Comprehensive Budget Overview.....	10
Comprehensive Line Item Budget.....	12

Section II – Budget Components

Overall Work Program (OWP).....	14
• OWP Funding Sources.....	14
• OWP Line Item Budget.....	19
• OWP Programs.....	21
FTA Discretionary and Formula Grant Budget.....	43
TDA Budget.....	45
General Fund Budget (GF).....	46
• Program Overview.....	46
• Membership Dues Assessments.....	46
• GF Line Item Budget.....	47
Fringe Benefits Budget (FB).....	50
• Program Overview.....	50
• FB Line Item Budget.....	51
Indirect Cost Budget (IC).....	52
• Program Overview.....	52
• IC Line Item Budget.....	53
• IC Work Areas.....	54

Section III – Appendices

Description of Budget Line Items.....	55
Membership Assessment.....	61
SCAG Salary Schedule.....	68



Draft
Comprehensive Budget
FISCAL YEAR 2023-24

SECTION I
OVERVIEW

ORGANIZATION

INTRODUCTION

This document contains the Southern California Association of Governments (SCAG) Comprehensive Budget for Fiscal Year (FY) 2023-24.

The annual budget for consists of:

- The Overall Work Program (OWP)
A federal, state, and locally funded budget consisting of projects related to regional planning in the areas of transportation, housing, and the environment.
- Federal Transit Administration (FTA) Discretionary & Formula Grant Budget
A budget for federal grant funds of which SCAG is the designated recipient and must pass through to eligible public agencies for specialized transportation programs and projects.
- Transportation Development Act (TDA) Budget
A budget for the local transportation funds that the Transportation Commissions in Los Angeles, Orange, Riverside, and San Bernardino counties allocate to SCAG as the multi-county planning agency for the region.
- The General Fund Budget (GF)
A budget that utilizes SCAG members' dues for activities not eligible for federal and state funding.
- The Indirect Cost Budget (IC)
The budget for the administrative and operations support of SCAG.
- The Fringe Benefits Budget (FB)
The budget for the fringe benefits and leave time of SCAG employees.

ORGANIZATION

SCAG ORGANIZATION

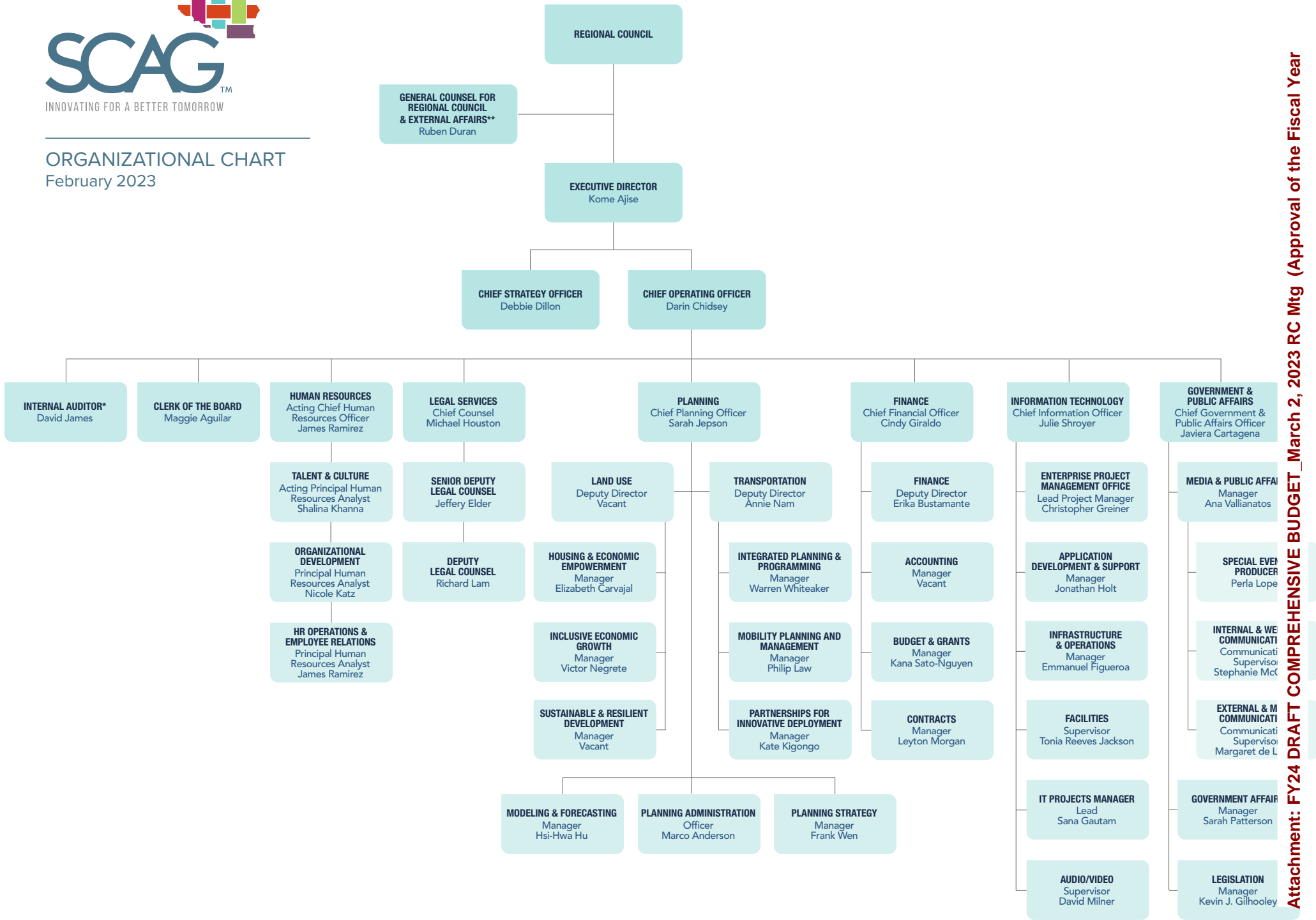
SCAG, founded in 1965, is a Joint Powers Authority under California state law, established as an association of local governments and agencies that voluntarily convene as a forum to address regional issues. Under federal law, SCAG is designated as a Metropolitan Planning Organization (MPO) and under state law as the Multicounty Designated Transportation Planning Agency for the six (6) county Southern California region. Through SCAG, city and county governments throughout Southern California come together to develop solutions to common problems in transportation, housing, air quality, and other issues. To foster innovative regional solutions that improve the lives of Southern Californians through inclusive collaboration, visionary planning, regional advocacy, information sharing, and promoting best practices.

SCAG's primary responsibilities include the development of the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS); the Federal Transportation Improvement Program (FTIP); the annual OWP; and the transportation-related portions of local air quality management plans. Under the federal Clean Air Act, SCAG is responsible for determining if regional transportation plans and programs are in conformity with applicable state air quality plans. SCAG's additional functions include the intergovernmental review of regionally significant development projects and the periodic preparation of a Regional Housing Needs Assessment (RHNA

In addition to the six (6) counties and 191 cities that make up SCAG's region, there are six (6) County Transportation Commissions (CTCs) that hold the primary responsibility for programming and implementing transportation projects, programs and services in their respective counties. The agency also operates via a number of critical partnerships at the local, state and federal levels. In addition to its federal and state funding partners, including but not limited to, Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Federal Aviation Administration, California Transportation Commission, California Department of Transportation (Caltrans), etc., SCAG's planning efforts are closely coordinated with regional transit operators, Tribal Governments and fifteen sub-regional Councils of Governments (COGs) or joint power agencies that represent SCAG's cities and counties.

The framework for developing the FY 2023-24 Comprehensive Budget is SCAG's multi-year Strategic Plan that focuses on SCAG's vision and priorities and improves the organization and its operations. The FY 2023-24 Comprehensive Budget supports Strategic Plan Goal #7 – Secure funding to support agency priorities to effectively and efficiently deliver work products. All the work programs funded in the budget support at least one of the seven Strategic Plan Goals.

ORGANIZATIONAL CHART
February 2023



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

STRATEGIC PLAN

STRATEGIC PLAN COMPONENTS

Vision Statement

Southern California's Catalyst for a Brighter Future.

Mission Statement

To foster innovative regional solutions that improve the lives of Southern Californians through inclusive collaboration, visionary planning, regional advocacy, information sharing, and promoting best practices.

Core Values

Be Open

Be accessible, candid, collaborative and transparent in the work we do.

Lead by Example

Commit to integrity and equity in working to meet the diverse needs of all people and communities in our region.

Make an Impact

In all endeavors, effect positive and sustained outcomes that make our region thrive.

Be Courageous

Have confidence that taking deliberate, bold, and purposeful risks can yield new and valuable benefits.

STRATEGIC PLAN

STRATEGIC PLAN GOALS

GOAL #1

Produce innovative solutions that improve the quality of life for Southern Californians.

Objectives

- A. Create plans that enhance the region's strength, economy, resilience and adaptability by reducing greenhouse gas (GHG) emissions and air pollution.
- B. Be the leading resource for best practices that lead to local implementation of sustainable and innovative projects.
- C. Ensure quality, effectiveness, and implementation of plans through collaboration, pilot testing, and objective, data-driven analysis.
- D. Identify partnership opportunities with the private sector yield public benefits.
- E. Facilitate inclusive and meaningful engagement with diverse stakeholders to produce plans that are effective and responsive to community needs.
- F. Partner with the broader research community to ensure plans are informed by the most recent research and technology.

GOAL #2

Advance Southern California's policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

Objectives

- A. Cultivate dynamic knowledge of the major challenges and opportunities relevant to sustainability and quality of life in the region.
- B. Develop and implement effective legislative strategies at both the state and federal level.
- C. Advocate for the allocation, distribution, and expenditure of resources to meet the region's needs.
- D. Promote and engage partners in a cooperative regional approach to problem-solving.
- E. Act as the preeminent regional convener to shape regional, state, and national policies.

GOAL #3

Be the foremost data information hub for the region.

Objectives

- A. Develop and maintain models, tools, and data sets that support innovative plan development, policy analysis and project implementation.
- B. Become the information hub of Southern California by improving access to current, historical, local, and regional data sets that reduce the costs of planning and increase the efficiency of public services.
- C. Allocate resources to accelerate public sector innovation related to big data, open data

STRATEGIC PLAN

and smart communities with a focus on social equity in the deployment of new technologies across the region.

- D. Develop partnerships and provide guidance by sharing best practices and promoting collaborative research opportunities with universities, local communities and the private sector regionally, nationally, and internationally.
- E. Facilitate regional conversations to ensure data governance structures are in place at the local and regional level to standardize data sets, ensure timely updates of data, and protect the region's data systems and people.
- F. Model best practices by prioritizing continuous improvement and technical innovations through the adoption of interactive, automated, and state-of-the-art information tools and technologies.

GOAL #4

Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration.

Objectives

- A. Promote information-sharing and local cost savings with enhanced services to member agencies through networking events, educational and training opportunities, technical assistance, and funding opportunities.
- B. Provide resources and expertise to support local leaders and agencies in implementing regional plans.
- C. Expand SCAG's ability to address local and regional planning and information needs by prioritizing regular engagement with members to develop innovative, insight-driven, and interactive tools.
- D. Promote data-driven decision making, government transparency, and information as public engagement tools to increase opportunities for the public to inform local and regional policy.
- E. Identify, support, and partner with local champions to foster regional collaboration.

GOAL #5

Recruit, support, and develop a world-class workforce and be the workplace of choice.

Objectives

- A. Integrate the Strategic Plan into SCAG's day-to-day operations by defining roles and responsibilities across the agency.
- B. Prioritize a diverse and cooperative environment that supports innovation, allows for risk-taking, and provides opportunities for employees to succeed.
- C. Encourage interdepartmental collaboration through the use of formal and informal communication methods.
- D. Adopt and support enterprise-wide data tools to promote information sharing across

STRATEGIC PLAN

the agency.

- E. Anticipate future organizational needs of the agency by developing a systematic approach to succession planning that ensures leadership continuity and cultivates talent.
- F. Invest in employee development by providing resources for training programs, internal mentorship opportunities, and partnerships with universities.
- G. Foster a culture of inclusion, trust, and respect that inspires relationship-building and employee engagement.

GOAL #6

Deploy strategic communications to further agency priorities and foster public understanding of long- range regional planning.

Objectives

- A. Leverage cutting-edge communication tools and strategies to maximize connectivity and sustain regional partnerships.
- B. Produce clear and consistent communications, media, and promotional campaigns that exemplify agency values and standards.
- C. Enhance the SCAG brand as a respected and influential voice for the region increasing awareness of agency's work and purpose.
- D. Practice robust public engagement, conducting proactive outreach to traditionally underrepresented communities as well as long-term stakeholders.

GOAL #7

Secure funding to support agency priorities to effectively and efficiently deliver work products.

Objectives

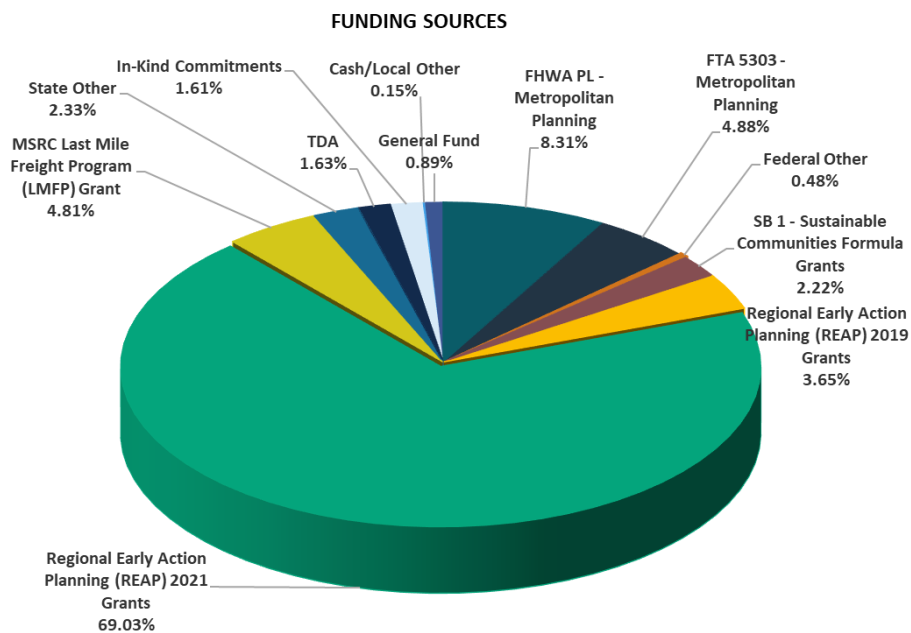
- A. Pursue innovative funding opportunities for planning and infrastructure investments.
- B. Maximize efficiency and effectiveness in resource allocation to maintain adequate working capital, appropriate reserves, and investments, and utilize resources in a timely and responsible fashion.
- C. Pioneer best practices and streamline administrative processes to better support agency activities.
- D. Focus resources to maintain and expand programs that are aligned with agency values.

COMPREHENSIVE BUDGET

FY 2023-24 COMPREHENSIVE BUDGET

Budget Funding Sources

SCAG receives most of its recurring funding from the Federal Consolidated Planning Grant (CPG) which consists of Metropolitan Planning Funds from FHWA (FHWA PL) and FTA (FTA Section 5303). In recent years, SCAG received the Regional Early Action Planning Grants of 2019 (REAP 2019) and 2021 (REAP 2.0) from the Department of Housing and Community Development (HCD), which represents more than 70% of the total funding sources. More information on funding sources is detailed on pages 14-17. The following chart illustrates the source and relative value of SCAG’s funding sources.



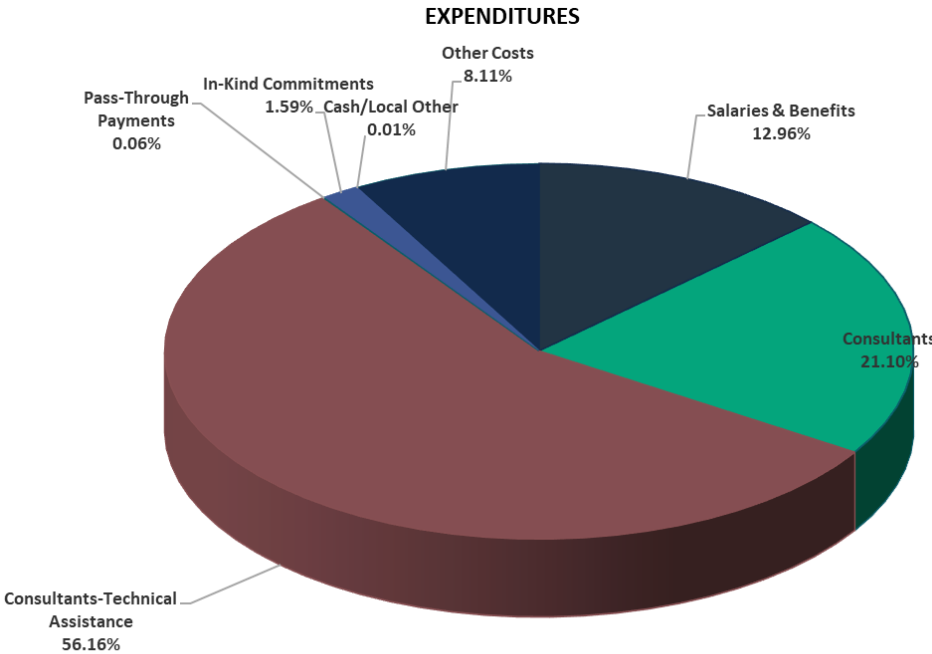
*May not total 100.00% due to rounding

FUNDING SOURCES	AMOUNT
FHWA PL - Metropolitan Planning	28,683,770
FTA 5303 - Metropolitan Planning	16,839,669
Federal Other	1,656,976
SB 1 - Sustainable Communities Formula Grants	7,660,728
Regional Early Action Planning (REAP) 2019 Grants	12,611,775
Regional Early Action Planning (REAP) 2021 Grants	238,350,867
MSRC Last Mile Freight Program (LMFP) Grant	16,618,900
State Other	8,057,748
TDA	5,627,117
In-Kind Commitments	5,562,871
Cash/Local Other	503,562
General Fund	3,089,747
SUBTOTAL	345,263,730
Fringe Benefits Carryforward	1,130,592
Indirect Cost Carryforward	2,578,112
TOTAL FUNDING SOURCES	348,972,434

COMPREHENSIVE BUDGET

Budget Expenditures

SCAG allocates its budget into seven major expenditure categories. The following chart illustrates the relative values of each category. Consultants category in the chart and table below includes the following costs categories: Consultant, Consultant Toll Credit, and Consultant IC REAP Admin (see page 12). Consultants-Technical Assistance includes the resources being allocated to the regional partners through Sustainable Communities Program Call 4 and REAP 2.0 programs. Lastly, Other includes direct and indirect non-labor costs (see pages 12-13).



EXPENDITURES	AMOUNT
Salaries & Benefits	45,231,596
Consultants	73,629,323
Consultants-Technical Assistance	196,000,000
Pass-Through Payments	200,000
In-Kind Commitments	5,562,871
Cash/Local Other	49,942
Other Costs	28,298,702
TOTAL EXPENDITURES	348,972,434

COMPREHENSIVE BUDGET

Comprehensive Line Item Budget: FY21 through FY24

GL Account	Line Item	FY21 Actuals	FY22 Actuals	FY23 Adopted	FY24 Proposed	% Incr. (Decr)
500XX	Staff	\$ 18,719,166	\$ 21,547,217	\$ 24,235,152	\$ 30,793,976	27%
543XX	Consultant	15,267,391	21,050,899	57,635,422	67,749,836	18%
54302	Non-Profits/IHL	694,352	411,147	132,875	-	-100%
54303	Consultant TC	1,779,652	2,414,792	7,998,943	5,879,487	-26%
54304	Consultant TA	-	-	-	196,000,000	
54340	Legal	669,539	371,814	940,644	986,339	5%
54360	Pass-Through Payments	4,184,198	3,529,241	1,079,543	200,000	-81%
55201	Network and Communications		200,437	238,700	179,548	-25%
55210	Software Support	689,402	955,508	1,529,900	1,892,709	24%
55220	Hardware Support	366,013	405,200	503,518	693,826	38%
55240	Repair-Maintenance	9,196	24,216	56,000	55,000	-2%
55250	Cloud Services	580,320	521,103	-	-	
55251	Infrastructure Cloud Services	-	276,956	1,966,400	2,754,062	40%
55270	Software Purchases	-	2,399			
55271	On-Prem Software	-	9,613	286,636	579,348	102%
55275	Co-location Services	-	148,884	168,947	171,997	2%
5528X	3rd Party Contributions	4,147,786	4,443,110	5,469,596	5,562,871	2%
55310	Furniture & Fixture Principal	251,852	264,368	160,241	-	-100%
55315	Furniture & Fixture Interest	27,315	14,799	2,607	-	-100%
55320	Audio-Visual Equipment Principal	141,160	149,033	117,206	-	-100%
55325	Audio-Visual Equipment Interest	18,677	10,804	2,672	-	-100%
55400	Office Rent / Operating Expense	2,209,350	2,378,341	2,371,519	2,442,665	3%
55410	Office Rent Satellite	117,074	130,937	286,546	295,142	3%
55415	Off-Site Storage	10,275	14,601	14,124	14,124	0%
55420	Equipment Leases	60,838	60,851	100,000	100,000	0%
55430	Equipment Repair-Maintenance	1,690	845	1,000	2,000	100%
55435	Security Services	3,701	72,459	100,000	100,000	0%
55440	Insurance	368,039	356,854	315,000	370,000	17%
55441	Payroll / Bank Fees	22,274	27,685	32,500	32,500	0%
55445	Taxes	632	829	1,000	1,000	0%
55460	Materials & Equipment < \$5,000	3,535	9,020	154,000	205,000	33%
55510	Office Supplies	20,181	35,159	73,800	73,800	0%
55520	Graphic Supplies	2,498	4,802	9,000	8,000	-11%
55530	Telephone	175,844	1,226	-	-	
55540	Postage	197	-	10,000	10,000	0%
55550	Delivery Services	7,411	9,833	12,000	15,000	25%
55580	Outreach/Advertisement	56,698	45,169	50,000	56,000	12%
55600	SCAG Memberships	205,465	183,394	231,600	231,600	0%
55610	Professional Memberships	5,865	7,409	13,000	14,000	8%
55611	Professional Dues	879	1,384	1,950	8,750	349%
55620	Resource Materials/Subscriptions	206,032	278,614	432,500	521,000	20%
55630	COVID Facility Expense	148,119	9,760	53,740	53,740	0%
55631	ADA & Safety Compliance	-	-	15,000	15,000	0%
55700	Depreciation - Furniture & Fixture	124,927	63,775	250,000	250,000	0%
55710	Depreciation - Computer	47,259	240,427	-	-	
55720	Amortization - Lease	75,487	108,382	75,000	75,000	0%
55730	Capital Outlay	100,923	1,026,796	-	-	
55800	Recruitment - Advertising	21,509	20,661	25,000	65,000	160%
55801	Recruitment - Other	27,668	24,628	45,000	45,000	0%
55810	Public Notices	25,285	25,093	65,000	58,000	-11%
55820	Staff Training	17,500	995	30,000	70,000	133%
55830	Networking Meetings/Special Events	663	6,725	24,000	24,500	2%
55840	Training Registration	70,746	53,434	75,000	98,000	31%
55860	Scholarships	92,000	-	44,000	44,000	0%
55910	RC/Committee Meetings	-	-	15,000	15,000	0%
55912	EAC Retreat	39,939	19,248	40,000	40,000	0%
55914	RC General Assembly	850	651,713	611,500	661,500	8%

Attachment: FY24 DRAFT COMPREHENSIVE BUDGET_March 2, 2023 RC Mtg (Approval of the Fiscal Year 2023-24 Draft Comprehensive

COMPREHENSIVE BUDGET

Comprehensive Line Item Budget: FY21 thru FY24 (continued)

GL Account	Line Item	FY21 Actuals	FY22 Actuals	FY23 Adopted	FY24 Proposed	% Incr. (Decr)
55915	Demographic Workshop	1,000	-	28,000	28,000	0%
55916	Economic Summit	46,740	25,000	85,000	85,000	0%
55918	Housing Summit	-	-	-	-	
55920	Other Meeting Expense	12,398	43,187	141,750	121,750	-14%
55930	Miscellaneous Other	37,468	14,679	162,649	60,500	-63%
55931	Miscellaneous Labor	48	-	2,335,388	529,675	-77%
55932	Miscellaneous Labor Future	-	-	101,842	12,955,549	12621%
55936	Engagement Committee	4,702	8,633	20,000	20,000	0%
55937	Employee Recognition	2,862	3,935	15,000	15,000	0%
55938	Department Allowances	6,609	13,149	15,000	15,000	0%
55940	Stipend-RC Meetings	244,400	234,230	245,000	245,000	0%
55950	Temporary Help	368,204	87,552	208,261	186,000	-11%
55980	Contingency - General Fund	445,917	-	-	-	
56100	Printing	9,251	3,368	42,000	51,500	23%
58100	Travel	-	39,765	189,000	341,000	80%
58101	Travel - Local	1,285	12,998	68,000	76,878	13%
58110	Mileage	1,300	11,928	71,000	61,700	-13%
58150	Staff Lodging Expense	1	3,378	13,000	13,000	0%
58800	RC Sponsorships	67,713	99,540	165,000	165,000	0%
59090	Expense - Local Other	6,788,021	32,389,195	277,715	49,942	-82%
60041	Vacation Cash Out	81,957	66,896	274,345	75,000	-73%
60110	Retirement-PERS	5,616,735	6,463,636	7,402,214	8,385,649	13%
60120	Retirement-PARS	78,388	79,956	79,690	80,752	1%
60200	Health Insurance - Active Employees	1,506,706	1,670,985	1,996,800	2,904,612	45%
60201	Health Insurance - Retirees PAYGO	557,562	560,166	698,772	703,491	1%
60202	Health Insurance - Retirees GASB 45	141,524	138,981	-	-	
60210	Dental Insurance	200,569	205,163	308,458	327,592	6%
60220	Vision Insurance	57,849	61,891	93,611	91,550	-2%
60225	Life Insurance	100,434	114,835	103,268	123,106	19%
60240	Medicare Tax Employers Share	273,271	316,450	346,765	439,451	27%
60250	Medicare Tax ER - Interns	3,231	3,666	4,495	4,495	0%
60255	Social Security ER - Interns	2,292	7,565	23,715	23,715	0%
60300	Tuition Reimbursement	18,503	25,956	43,776	43,776	0%
60310	Transit Passes	18,233	8,927	264,576	50,000	-81%
60315	Bus Passes NT - Interns	-	125	24,757	8,073	-67%
60360	De Minimis Employee Exp	83,160	67,355	15,000	15,000	0%
60365	De Minimis Employee Exp Interns	1,690	5,500	5,167	5,167	0%
60366	Technology Allowance	-	51,655	297,293	388,080	31%
60367	Technology Allowance Intern	-	2,985	-	28,933	
60400	Workers Compensation Insurance	142,380	146,286	142,380	146,286	3%
60405	Unemployment Compensation Insurance	30,333	3,869	35,000	35,000	0%
60410	Miscellaneous Employee Benefits	81,438	68,746	13,836	16,836	22%
60415	SCAG 457 Match	113,016	107,693	133,750	434,750	225%
60450	Benefits Administrative Fees	43,775	69,975	84,561	85,605	1%
60500	Automobile Allowance	19,575	20,700	20,700	20,700	0%
	Total	69,027,905	105,883,088	124,699,315	348,972,434	180%

*Totals may not add due to rounding



Draft
Comprehensive Budget
FISCAL YEAR 2023-24

SECTION II

BUDGET
COMPONENTS

OVERALL WORK PROGRAM

OVERALL WORK PROGRAM (OWP)

THE FLOW OF FUNDS

Traditionally, the majority of OWP recurring funding has come to SCAG via the Federal appropriations process. Some funding has been directly allocated to SCAG, and some has “passed through” via Caltrans. In recent years, SCAG’s non-recurring funding flow has expanded due to the direct allocation from the California Department of Housing & Community Development (HCD) for the Regional Early Action Planning Grants of 2019 and 2021. In addition, SCAG has secured various discretionary competitive grants to support its work plan and activities.

SUMMARY OF FUNDING SOURCES

Consolidated Planning Grant (CPG)

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

1. FHWA Metropolitan Planning (FHWA PL)

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

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

2. FTA Metropolitan Planning, Section 5303 (FTA §5303)

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

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

3. FHWA State Planning and Research Part I – Strategic Partnership Grants (SP&R)

Funds transportation planning studies in partnership with Caltrans that address the regional, interregional and statewide need of the State highway system, and assist in

OVERALL WORK PROGRAM

achieving other State goals. Caltrans awards these grants through an annual, competitive selection process.

4. FTA State Planning and Research, Section 5304 Strategic Partnerships – Transit (FTA §5304)

Funds local and regional multimodal transportation planning projects, with a focus on transit, in partnership with Caltrans of regional, interregional and statewide significance, that support in achieving the Caltrans Mission and other State Goals. Caltrans awards these grants through an annual, competitive selection process.

Sustainable Communities SB 1 Formula Grants

Senate Bill (SB) 1, the Road Repair and Accountability Act of 2017, is a transportation funding bill that will provide a reliable source of funds to maintain and integrate the State’s multimodal transportation system. Beginning in FY 2017-18 approximately \$12.5 million in Sustainable Communities Formula Grants from SB 1 reside under the Sustainable Transportation Planning Grant Program and are allocated via formula (consistent with the FHWA PL formula) to the 18 MPOs. These funds are for local and regional multimodal transportation and land use planning projects that further the region’s RTP/SCS, contribute to the State’s GHG reduction targets, and assist in achieving other State goals.

Local Funds

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

Transportation Development Act (TDA)

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

Cash Match/Local Funds

Funding from local agencies is provided to SCAG to serve as matching funds to the CPG and other grants that require local match for consultant expenditures as a condition of receiving grant funds. For example, the CPG requires a match of 11.47%.

In-Kind Match

The CPG and other grants accept in-kind match, as well as cash match, to fulfill the local

OVERALL WORK PROGRAM

match requirement for staff costs that is a condition of receiving grant funds. In-kind match includes services, such as staff time, provided by a local agency in support of the work funded by a grant.

FTA Pass-Through Funds

As the Designated Recipient of Section 5339 and Section 5312 FTA funds, SCAG is required to pass them through to eligible public agencies. SCAG administers these grant programs which provide capital funding to replace, rehabilitate and purchase buses, vans, and fixed guideway, as well as to construct related facilities and to purchase related equipment.

Special Grant Funds

SCAG receives various discretionary grant funds to carry out a wide array of planning programs such as Regional Early Action Planning Grants Program, Pedestrian and Bicycle Safety Program, Clean Cities Coalition, Last Mile Freight Program, and Caltrans Local Assistance Active Transportation Program.

AB2766/Mobile Source Air Pollution Reduction Review Committee (MSRC) Funds

State Health & Safety Code Section 44225 (AB2766) established MSRC to develop a work program to fund projects which help reduce air pollution from motor vehicles within the South Coast Air District. MSRC provides to SCAG the financial assistance which supports Last Mile Freight Program.

Office of Traffic Safety (OTS) Pedestrian and Bicycle Safety Funds

California OTS competitively award to various agencies for projects that increase awareness of traffic rules, rights, and responsibilities among different age groups.

Department of Energy (DOE) Funds

The Department of Energy provides financial assistance to fund projects which provide technical aid and targeted outreach, within the coalition's territory, to raise awareness and foster a greater understanding of alternative fuels and advanced vehicle technologies in order to increase the market and decrease petroleum dependence.

Active Transportation Program (ATP) Funds

ATP was created by Senate Bill 99 (Chapter 359, Statutes of 2013) and Assembly Bill 101 (Chapter 354, Statutes of 2013) to encourage increased use of active modes of transportation, such as biking and walking. The ATP program is funded from various federal and state funds appropriated in the annual Budget Act. Caltrans provides the administrative oversight for the Programs and ensures that the terms and conditions of

OVERALL WORK PROGRAM

the California Transportation Commission’s guidelines.

Congressionally Directed Project

The Consolidated Appropriations Act, 2022 (Public Law 117-103) appropriated funding for Highway Infrastructure Programs (HIP), which included a set-aside for Community Project Funding/Congressionally Directed Spending. Caltrans provides administrative oversight for this program. SCAG received an award in the amount of \$480,000 under this program to support Highways to Boulevards Regional Study.

Regional Early Action Planning (REAP) Grants Program

The California 2019-20 Budget Act, also known as Assembly Bill (AB) 101, appropriated two new one-time programs to provide regions and jurisdictions with grants for planning activities to enable jurisdictions to increase housing planning and accelerate housing production in order to meet housing needs as determined by the sixth Regional Housing Needs Assessment (RHNA). Up to \$47.5 million is available for SCAG under the REAP 2019 for eligible activities.

As part of the 2021 California Comeback Plan under AB 140, the Regional Early Action Planning Grant of 2021 (REAP 2.0) was established to build on the success of the REAP 2019, but to expand the program focus by integrating housing and climate goals and allowing for broader planning and implementation investments. Up to approximately \$246 million is available for SCAG under the REAP 2.0 for eligible activities.

California Workforce Development Board Grant Funds

Through the State of California mid-year budget revise process, AB129 allocated one-time funding of \$3.5 million to SCAG, to be administered through the California Workforce Development Board, to implement several core recommendations of the Inclusive Economic Recovery Strategy (IERS).

California Energy Commission Grant Funds

The California Energy Commission (CEC) released a solicitation to fund applied research and development (AR&D) and technology demonstration and deployment (TD&D) activities through the creation of a Research Hub for Electric Technologies in Truck Applications (RHETTA). Electric Power Research Institute (EPRI) led the application effort and subsequently secured \$13 million in grant funds. Of this, \$0.6 million is being sub-awarded from EPRI to SCAG. The larger study led by EPRI will demonstrate and evaluate corridor-based charging strategies for zero emission truck solutions and SCAG’s work will focus on the study of supporting infrastructure for medium and heavy duty zero emission trucks.

OVERALL WORK PROGRAM

OWP BUDGET DOCUMENT

The core regional transportation planning document is the OWP, and its core product is completion of the Regional Transportation Plan (RTP). The OWP is developed by SCAG on an annual basis, and serves as the planning structure that SCAG must adhere to for the state fiscal year, which is July 1 through June 30 of the following calendar year. The OWP includes three component pieces:

1. Regional Prospectus
The prospectus section provides the context for understanding the work activities proposed and gives information about the region. It includes, but is not limited to:
 - The region’s regional planning approach
 - The agency’s organizational structure and interagency arrangements
 - An overview of governmental and public involvement
 - The progress made towards implementing the RTP/SCS
2. Program/Work Elements
The Program/Work Element identifies specific planning work to be completed during the term of the OWP, as well as a narrative of previous, on-going and future year’s work to be completed. It also includes the sources and uses of funds.
3. Budget Revenue & Expenditure Reports
These summary reports are a listing of all the work elements in the OWP by funding sources and expenditure category.

The OWP, in conjunction with the Overall Work Program Agreement (OWPA) and the regional planning Master Fund Transfer Agreement (MFTA), constitutes the annual funding agreement between the State and SCAG. Although the OWP includes all planning projects to be undertaken by SCAG during the fiscal year, the OWPA and MFTA only includes the CPG and SB 1 grants described above.

OVERALL WORK PROGRAM

OWP LINE ITEM BUDGET

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

Cost Category	FY23 Adopted	FY24 Proposed	Incr (Decr)
500XX Staff	10,600,168	13,761,841	\$ 3,161,673
543XX Consultant	54,623,182	63,947,349	9,324,167
54302 Non-Profits/IHL	132,875	-	(132,875)
54303 Consultant TC	7,998,943	5,879,487	(2,119,456)
54304 Consultant TA	-	196,000,000	196,000,000
55305 Cloud services	-	-	-
54340 Legal	370,644	415,164	44,520
55210 Software support	700,000	909,000	209,000
5528X Third party contribution	5,469,596	5,562,871	93,275
55415 Off-site storage	9,124	9,124	-
55460 Materials & equipment purchases <\$5K	-	1,000	1,000
55520 Graphic supplies	5,000	4,000	(1,000)
55580 Outreach/advertisement	50,000	56,000	6,000
55610 Professional membership	-	1,000	1,000
55620 Resource materials/subscriptions	270,000	350,000	80,000
55810 Public notices	65,000	58,000	(7,000)
55830 Networking meetings/special events	4,000	4,000	-
55920 Other meeting expense	54,000	34,000	(20,000)
55930 Miscellaneous other	53,754	24,000	(29,754)
55931 Miscellaneous labor	2,165,388	460,387	(1,705,001)
55932 Miscellaneous labor, future	101,842	12,955,613	12,853,771
55950 Temporary help	102,261	-	(102,261)
56100 Printing	9,000	8,500	(500)
58100 Travel	49,500	167,500	118,000
58101 Travel-local	5,000	10,000	5,000
58110 Mileage	24,000	12,000	(12,000)
Sub-total	\$ 82,863,277	300,630,836	\$ 217,767,559
51000 Fringe benefits	7,987,962	9,034,823	\$ 1,046,861
51001 Indirect costs	26,107,993	31,284,880	\$ 5,176,887
Total	\$ 116,959,232	340,950,539	\$ 223,991,307

*Totals may not add due to rounding

OVERALL WORK PROGRAM

This table shows the same budget by program and major budget category.

Program		FY24 Proposed Budget				
		Total *	Other Costs	Consultant	Consultant TC	Consultant TA
010	System Planning	1,083,814	1,083,814			
015	Transportation Finance	1,802,010	1,294,630		507,380	
020	Environmental Planning	1,619,278	1,125,727		493,551	
025	Air Quality and Conformity	850,561	850,561			
030	Federal Transportation Improvement Program (FTIP)	3,501,886	3,151,886		350,000	
045	Geographic Information Systems (GIS)	5,669,923	5,146,623		523,300	
050	Active Transportation Planning	969,720	919,720		50,000	
055	Regional Forecasting, Socioeconomic Technical & Policy Analysis	2,030,131	1,720,131		310,000	
060	Corridor Planning	298,159	298,159			
065	Sustainability Program	1,724,010	1,469,248	204,762	50,000	
070	Modeling	8,426,043	7,886,043		540,000	
080	Performance Assessment, Monitoring & Strategy	755,873	755,873			
090	Public Information and Communications	4,869,482	4,146,482		723,000	
095	Regional Outreach and Public Participation	5,340,677	4,840,377		500,300	
100	Intelligent Transportation Systems (ITS) and Smart Cities	1,591,353	1,116,353	112,500	362,500	
115	Clean Technology Program	1,524,296	474,296	555,000	495,000	
120	OWP Development and Administration	1,564,560	1,564,560			
130	Goods Movement	1,983,478	1,574,478		409,000	
140	Transit and Rail Planning	1,019,985	880,717		139,268	
225	Special Grant Projects	2,476,646	535,543	1,941,103		
230	Regional Aviation and Airport Ground Access Planning	511,950	511,950			
235	Local Information Services Program	546,781	546,781			
265	Express Travel Choices Phase III	151,962	55,774		96,188	
267	Clean Cities Program	90,535	90,535			
275	Sustainable Communities Program	8,582,114	903,344	5,678,770		2,000,000
280	Future Communities Initiative	477,024	427,024	50,000		
290	Research, Planning and Engagement for Sustainable Communities	5,264,586	3,746,586	1,518,000		
300	Regional Early Action Planning (REAP) Grants Program - AB 101	12,656,775	1,902,477	10,754,298		
303	Economic Empowerment	218,038	218,038			
305	Regional Early Action Planning (REAP) Grants Program – REAP 2.0	238,350,867	19,265,291	25,085,576		194,000,000
310	Planning Strategy Development and Implementation	5,632,777	5,152,777	150,000	330,000	
315	Last Mile Freight Program - MSRC	16,927,129	188,229	16,738,900		
320	Inclusive Economic Recovery Strategy (IERS) Implementation Grant	2,438,116	1,279,676	1,158,440		
Total Costs		340,950,539	75,123,703	63,947,349	5,879,487	196,000,000

*Totals may not add due to rounding

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

Attachment: FY24 DRAFT COMPREHENSIVE BUDGET_March 2, 2023 RC Mtg (Approval of the Fiscal Year 2023-24 Draft Comprehensive

OVERALL WORK PROGRAM

PROGRAM/WORK ELEMENTS

The following section provides a summary of the OWP Programs and the Strategic Plan goal(s) each program supports.

010 System Planning

Managers: Warren Whiteaker & Philip Law

Program Objective:

Transportation System Planning involves long-term planning for system preservation, system maintenance, optimization of system utilization, system safety, and strategic system expansion of all modes of transportation for people and goods in the six-county region, including Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura. Connect SoCal (RTP/SCS) is the primary vehicle SCAG uses to achieve our transportation system planning goals and objectives. As the MPO for this region, one of SCAG's major responsibilities is to develop, administer, and update the RTP/SCS. The primary objective of this work element is to ensure SCAG is fulfilling its roles and responsibilities in this area as the designated MPO and RTPA for this region. SCAG will ensure that Connect SoCal 2024 is consistent with state and federal requirements while addressing the region's transportation needs.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California's policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

015 Transportation Finance

Manager: Warren Whiteaker

Program Objective:

This work program is critical to addressing some of SCAG's core activities—specifically, satisfying federal planning requirements on financial constraint; ensuring a reasonably available revenue forecast through the RTP/SCS planning horizon, and addressing system level operation and maintenance cost analyses along with capital cost evaluation of transportation investments. In FY 2023-24, this work program will continue development of the Connect SoCal 2024 financial plan

OVERALL WORK PROGRAM

and provide support for key financial strategies throughout the region.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #7 – Secure funding to support agency priorities to deliver work products effectively and efficiently.

020 Environmental Planning

Manager: Frank Wen

Program Objective:

In accordance with the California Environmental Quality Act (CEQA), SCAG prepares environmental documentation to ensure regulatory compliance with applicable federal and state environmental laws, monitors changes in environmental compliance requirements, and provides tools and services related to CEQA and CEQA streamlining efforts to support local jurisdictions. SCAG serves as the lead agency responsible for preparing the RTP/SCS Program Environmental Impact Report (PEIR) and addendums, and ensures completion of environmental documentation, such as Categorical Exemptions, for SCAG's existing programs, as needed. Staff works closely with local and regional agencies and stakeholders and conducts consultation and public outreach during the preparation of environmental documentation.

The Intergovernmental Review (IGR) program provides informational resources to regionally significant projects, plans, and programs to facilitate the consistency of these projects with SCAG's adopted regional plans, to be determined by the lead agencies; functions as a clearinghouse for applications for federal grants and financial assistance programs, federally required state plans, federal development activities, and environmental documents; serves as an internal resource for submitted project information to support the Connect SoCal update and regional performance monitoring and assessment; and coordinates internal input to integrate performance monitoring in the review of environmental documents for regionally significant projects.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California's policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

OVERALL WORK PROGRAM

025 Air Quality and Conformity

Manager: Frank Wen

Program Objective:

The Air Quality Planning and Conformity program oversees and performs regional transportation conformity determinations and related air quality planning, analysis, documentation, and policy implementation in SCAG region. This includes preparing transportation conformity analyses for RTP/SCS, FTIP, and their amendments; fulfilling federally required interagency consultation, processing and acting as clearinghouse for particulate matter (PM) hot spot analyses for transportation projects through the Transportation Conformity Working Group (TCWG); monitoring, participating in, and reporting on relevant federal, California, and regional air quality rulemaking; collaborating with the California Air Resources Board (ARB) and local air districts on development of air quality management plans/state implementation plans (AQMPs/SIPs); identifying and proactively addressing potential conformity failures and potential highway sanctions; developing SCAG's portion of South Coast Air Quality Management Plan (commonly known as Appendix IV-C); ensuring the timely implementation of transportation control measures (TCMs); and participating in the development and implementation of the Mobile Source Air Pollution Reduction Review Committee (MSRC) work programs.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California's policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

030 Federal Transportation Improvement Program (FTIP)

Manager: Warren Whiteaker

Program Objective:

The Federal Transportation Improvement Program (FTIP) is a multimodal list of capital improvement projects programmed over a six-year period. The FTIP is the program that implements the RTP/SCS. The currently approved FTIP is the 2023 FTIP and was federally approved and found to conform on December 16, 2022. The program contains approximately \$35.9 billion worth of projects beginning FY 2022-23 to FY 2027-28. The FTIP must include all federally funded transportation projects in the region, as well as all regionally significant transportation projects

OVERALL WORK PROGRAM

and projects for which approval from a federal agency is required regardless of funding source. The FTIP is developed to incrementally implement the programs and projects in the RTP/SCS in accordance with federal and state requirements. The FTIP is amended on an on-going basis, as necessary, thereby allowing projects consistent with the RTP/SCS to move forward toward implementation. SCAG continues to work with consultant to enhance the functionality of the eFTIP database to ensure requirements to programming and performance monitoring are consistent with federal guidance.

Strategic Plan:

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

045 Geographic Information Systems (GIS)

Managers: Hsi-Hwa Hu & Jonathan Holt

Program Objective:

Analyzing and visualizing regional geographic data, often on a map, is where many Planning efforts begin. This program provides agency-wide GIS operations and support. It fosters widespread use of geographic data in data-driven planning, geospatial analysis, data visualization, GIS mapping, as well as GIS application development by leveraging location intelligence. To enhance GIS workflows, staff applies GIS modeling and analytics techniques to streamline regional geospatial database development and maintenance processes. GIS staff establishes innovative analytical and visualization methodologies to facilitate and support policy and planning analysis. In addition, GIS staff provides professional GIS technical support and training to SCAG staff. To support SCAG’s ongoing role as a Regional Information Center, the program manages and maintains regional geospatial data and information for policy and planning analysis for Southern California and provides data and visualization services and support to better serve the needs of the agency and stakeholders.

Additional goals include developing cutting-edge web-GIS applications and tools for information sharing and innovative planning; developing and managing SCAG’s Enterprise GIS and RDP systems (including GIS hardware/software, GIS database, GIS analysis, and GIS applications); developing and implementing GIS governance and GIS data management standards and providing value-added GIS technical services and products to our local jurisdictions.

Strategic Plan:

OVERALL WORK PROGRAM

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

Supports Goal #3 – Be the foremost data information hub for the region.

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

Supports Goal #6 – Deploy strategic communications to further agency priorities and foster public understanding of long-range regional planning.

050 Active Transportation Planning

Manager: Philip Law & Frank Wen

Program Objective:

SCAG will continue to research and explore opportunities and partnerships to implement the core regional active transportation strategies. In addition, SCAG will develop partnerships and strategies that are coordinated with the deployment of shared mobility services to advance complete streets goals and reduce the use of Single Occupancy Vehicles (SOVs) for short trips. SCAG will also work with Caltrans, counties, and individual cities to fund local active transportation plans and multi-jurisdictional active transportation projects that are part of Connect SoCal, the 2024 RTP/SCS.

SCAG will also continue to manage the Regional Active Transportation Program, including providing technical assistance to project sponsors, managing planning and program grants, tracking project delivery, and preparing program amendments, as necessary. SCAG will provide leadership and input at the state and regional levels to ensure future funding cycles align with regional planning goals. Through continued collaboration with the California Transportation Commission, Caltrans and the Southern California county transportation commissions, SCAG will also work to improve the application and allocation procedures.

Efforts will also be continued to expand and support capability to measure the impact of active transportation investments, including through better data collection, modeling, and co-benefit analysis (focusing on greenhouse gas emissions, public health and the economy).

OVERALL WORK PROGRAM

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

055 Regional Forecasting, Socioeconomic Technical & Policy Analysis

Managers: Sarah Jepson & Hsi-Hwa Hu

Program Objective:

The key focus of this work element is to collect, compile, assess, analyze, and research socioeconomic, technology advancement, and demographic data and their trends, develop value-added information products, including but not limited to regional and county-level population, household and employment estimates and projections to inform regional planning and policy development.

This program also addresses the following: promote and advance in-house research and capacity with trainings and teaching research methodology, data, analytical tools - GIS, statistics, programming across the agency. Collaboration with universities, research institutes and planning partners and peer agencies jointly conduct research and data sharing on important and emerging regional challenges and issues. Serve as the regional data and information hub, promote data and information driven decision-making process and outcome. Additional program objectives include actively promoting and advocating for SCAG’s innovative planning practices and experiences across the nation and internationally by organizing and conducting summits, workshops, symposiums, participation, presentation at key conferences, and publications in the peer-reviewed journals.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

Supports Goal #3 – Be the foremost data information hub for the region.

OVERALL WORK PROGRAM

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

Supports Goal #6 – Deploy strategic communications to further agency priorities and foster public understanding of long-range regional planning.

060 Corridor Planning

Manager: Philip Law

Program Objective:

Staff will provide input to the RTP/SCS on the design concept and scope of major transportation corridor investments, as identified upon the completion of corridor planning studies conducted under this work element and in partnership with other agencies. Staff will also initiate and/or support our partners in developing comprehensive, multi-modal and sustainable corridor plans that will meet the needs of the region, including providing a greater diversity of mobility choices and a well maintained, sustainable and safer transportation system. Additionally, staff will ensure that corridor planning studies are completed in accordance with federal transportation planning requirements as identified in 23 CFR 450. Lastly, staff will engage with state and local partners, including Caltrans and local jurisdictions, on efforts to reconnect communities by planning for the removal, retrofit, or mitigation of existing transportation facilities (e.g., highways or rail lines).

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

065 Sustainability Program

Manager: Sarah Jepson & Frank Wen

Program Objective:

SCAG’s Sustainability Program is a core effort for implementing the Connect SoCal, the 2020 RTP/SCS. The program demonstrates that the region can achieve mobility, air quality, and public health goals through local land use and policy changes along with targeted transportation investments. The program also focuses on developing regional resiliency strategies; explores pressing issues and possible challenges Southern California’s residents may face in the coming

OVERALL WORK PROGRAM

decades, including climate change impacts to public health; furthers the region’s ability to model the impacts of transportation and land use changes on public health; and considers ways to address potential disruptions to anticipated regional development patterns and transportation investments.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

070 Modeling

Manager: Hsi-Hwa Hu

Program Objective:

Provide data and modeling services for the development and implementation of the RTP/SCS, FTIP, and other major land use and transportation planning initiatives. Analyze socioeconomic data and build analytical foundations for planning activities. Develop small area demographic and employment growth forecast through collaborating with local jurisdictions and peer planning agencies and building consensus. Continue to provide small area socioeconomic data for scenario planning and transportation modeling. Provide member agencies tools and data to analyze the impacts of their land use and planning decisions. Develop, maintain, and improve SCAG’s forecasting and modeling tools to more effectively forecast small area growth, impacts of alternative scenarios, regional travel demand and estimate resulting air quality. Maintain a leadership role in the Southern California modeling community by coordinating the Region’s modeling activities. Provide technical assistance and data services to support planning analysis of member agencies and other public institutions. Promote model consistency through an active subregional modeling program. Continue ongoing modeling collaboration with SCAG’s partners to advance the region’s modeling practices.

Strategic Plan:

Supports Goal #3 – Be the Foremost Data Information Hub for the Region.

080 Performance Assessment, Monitoring, & Strategy

Manager: Frank Wen

Program Objective:

OVERALL WORK PROGRAM

Provide performance assessment and monitoring of the SCAG region that is consistent with federal performance-based planning, monitoring, and reporting guidance. Ensure the region is on track toward achieving the goals of the 2020 RTP/SCS (Connect SoCal) and in the implementation of Connect SoCal. Performance Assessment, Monitoring, and Strategy tasks including the collection and analysis of data needed to identify and evaluate regional growth and development trends, transportation system performance, environmental quality, regional sustainability and climate resilience, public health, housing affordability, and the socioeconomic well-being of people in the region.

The results of the regional performance monitoring and assessment program provide the basis for informed policy making, investment planning, and the effective implementation of Connect SoCal. To support this effort, SCAG is in the process of developing a regional performance monitoring dashboard application to enhance the visualization, communication, and reporting of regional performance relative Connect SoCal objectives. The provision of assistance to local jurisdictions in the implementation of the revised CEQA transportation impact assessment requirements established through SB 743 is also included in this task item. This program also coordinates with the California Department of Transportation (Caltrans) in the management of the annual local data collection process in support of the Highway Performance Monitoring System (HPMS).

On environmental justice (EJ), SCAG staff will monitor potential changes to EJ and equity requirements and related policies (i.e. SB1000, AB617, Justice40 Initiative), provide support services to member agencies, as needed, to ensure regulatory compliance, and provide on-going outreach opportunities with local jurisdictions and stakeholders to showcase equity in action best practices and discuss and solicit input on environmental justice and equity concerns relevant to the region by means of the Equity Working Group and equity focused Toolbox Tuesdays. SCAG staff will use these outreach opportunities to monitor implementation of EJ policies and incorporation of equity considerations and assist local jurisdictions that may benefit from SCAG's wide range of EJ and equity analysis and data. Lastly, SCAG staff will continue to conduct outreach with local jurisdictions and stakeholders and consultation with SCAG's Policy Committees to further improve on the Equity Analysis for Connect SoCal 2024.

Strategic Plan:

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

OVERALL WORK PROGRAM

Supports Goal #3 – Be the foremost data information hub for the region.

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration.

Supports Goal #6 – Deploy strategic communications to further agency priorities and foster public understanding of long-range regional planning.

090 Public Information & Communications

Manager: Ana Vallianatos

Program Objective:

Develop and execute a comprehensive external communications program that informs the region's diverse audiences about SCAG programs, plans, initiatives, and services. SCAG's communications strategies facilitate the agency's transportation planning activities by helping to inform the general public, media, agency stakeholders and partners about the existence, purpose and potential impact of these activities, and to convey this information in ways that are engaging and easy to understand for general audiences. SCAG communicates through various email and social media channels, engagement with local media, video production, websites, print collateral and workshops/events.

Strategic Plan:

Supports Goal #2 – Advance Southern California's policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

Supports Goal #6 – Deploy strategic communications to further agency priorities and foster public understanding of long-range regional planning.

095 Regional Outreach & Public Participation

Manager: Sarah Patterson

Program Objective:

Provide support for federal and state mandated public outreach for SCAG's planning activities. Engage regional stakeholders in the SCAG planning and programming process through the support, assessment and enhancement of outreach efforts to local governments, Tribal Governments, and members of the various stakeholder entities, including community, environmental, business, and academic groups, as well as other interested parties. The SCAG Regional Offices are critical components in these efforts, with SCAG staff assigned to an office in

OVERALL WORK PROGRAM

each county in the SCAG region.

Strategic Plan:

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

100 Intelligent Transportation Systems (ITS) and Smart Cities

Manager: Philip Law

Program Objective:

Under this program, staff will identify and create plans, policies, and tools to support deployment and integration of technologies and Smart Cities strategies, to achieve regional goals including mobility, equity and sustainability. SCAG will plan for and support ubiquitous regional broadband deployment, access and adoption to provide the necessary infrastructure and supporting policies for Smart Cities Strategies and other transportation planning initiatives, and will work towards documenting and disseminating the benefits of these strategies equitably throughout the region. SCAG will continue engaging with regional stakeholders on ITS and ITS related matters, including use and maintenance of the updated Regional ITS Architecture. Additionally, SCAG will maintain the web-accessible Architecture and provide documentation to maximize its usability and ensure on-going maintenance. SCAG will seek to provide training and educational opportunities to stakeholders on ITS related topics in partnership with FHWA/Caltrans as opportunities become available.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

Supports Goal #3 – Be the foremost data information hub for the region

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration.

Supports Goal #5 – Provide innovative information and value-added services to enhance member

OVERALL WORK PROGRAM

agencies' planning and operations and promote regional collaboration

Supports Goal #7 – Secure funding to support agency priorities to effectively and efficiently deliver work products.

115 Clean Technology Program

Manager: Philip Law

Program Objective:

Through the Clean Technology Program, SCAG will work towards the Connect So Cal long term vision of a zero-emission transportation system, using cleaner mobility options where zero emission options are not feasible. SCAG will identify and create plans, policies, and tools to support demonstration, deployment and integration of clean mobility strategies consistent with regional goals including equity and sustainability; to continue engaging with regional stakeholders on clean mobility related matters, develop planning tools, provide technical assistance, and prepare the region for funding opportunities to support this objective; and to develop and convey Clean Mobility strategies in the Connect SoCal update and support modeling efforts on clean mobility assumptions and analysis.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California's policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration.

120 OWP Development & Administration

Manager: Kana Sato-Nguyen

Program Objective:

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

OVERALL WORK PROGRAM

Strategic Plan:

Supports Goal #7 – Secure funding to support agency priorities to effectively and efficiently deliver work products.

130 Goods Movement

Manager: Philip Law

Program Objective:

This work program focuses on integrating freight related transportation initiatives into the regional transportation planning process, including efforts to refine and support the implementation of the Comprehensive Regional Goods Movement Plan and Implementation Strategy. This includes but is not limited to a systems level plan for inland port strategies, along with strategic operational approaches to address increasing supply chain volatility and to prepare for major events. Under this program, SCAG will plan and advocate for funding, policies, and programs to optimize the intermodal goods movement network through increases in economic efficiency, congestion mitigation, safety and air quality improvements, mitigation of community impacts, and enhancements to system security.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

Supports Goal #7 – Secure funding to support agency priorities to effectively and efficiently deliver work products.

140 Transit and Rail Planning

Manager: Philip Law

Program Objective:

SCAG supports and engages transit and rail operations in corridor and regional planning efforts and in further refining the transit and rail strategies for inclusion in future updates to Connect SoCal. In FY23-24, SCAG will continue to implement FTA requirements for performance-based planning and coordinate with transit operators to address transit safety and transit asset management (TAM). SCAG will continue to assess and monitor regional transit system

OVERALL WORK PROGRAM

performance and work with transit operators through the Regional Transit Technical Advisory Committee to ensure stakeholder input and participation in the metropolitan transportation planning process, consistent with the SCAG MOUs with the transit operators.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

225 Special Grant Projects

Manager: Frank Wen

Program Objective:

To fund and participate in environmental and transportation specialized projects with funding from discretionary grants and/or local funds contributed by local jurisdictions. Grants assist the region and local agencies to better integrate land use, technology and transportation planning to develop alternatives for addressing growth, sustainability and to assess efficient infrastructure investments that meet community needs. In addition, staff secured a grant through the Office of Traffic Safety to support Go Human, SCAG’s Regional Active Transportation Safety and Encourage Campaign. The Campaign was implemented in partnership with the six county health departments and six county transportation commissions, and aimed to increase rates of walking and biking while reducing collisions. The multi-pronged campaign included partnership development with local agencies on temporary safety demonstration projects utilizing *Go Human’s* Kit of Parts Lending Library, safety messaging campaigns and increasing public awareness of traffic safety measures through outreach and engagement. The multi-faceted campaign will include partnering with local agencies on demonstration projects, coordinating safety trainings and workshops, and increasing public awareness of the rules of the road through outreach and advertising partnerships.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through

OVERALL WORK PROGRAM

regional, statewide, and national engagement and advocacy.

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

Supports Goal #6 – Deploy strategic communications to further agency priorities and foster public understanding of long-range regional planning.

Supports Goal #7 – Secure funding to support agency priorities to effectively and efficiently deliver work products.

230 Regional Aviation & Airport Ground Access Planning

Manager: Warren Whiteaker

Program Objective:

The Regional Aviation and Airport Ground Access Planning (Aviaton) program focuses on the region’s airports and aviation system primarily from the perspective of airport ground access and the surface transportation system. Although SCAG does not have regulatory or developmental authority over the airports, it does maintain an updated list of airport ground access projects in the regional transportation plan. It also plays a critical consultative and collaborative role with the airports, federal agencies, Caltrans, the transportation agencies and commissions, academic institutions, industry associations, and other transportation stakeholders. During FY 2023-24, staff continue development of the aviation element of the Connect SoCal 2024. Staff will also continue ongoing work on regional airport and airport ground access planning, and explore new areas of research on aviation systems planning. There will be considerable collaboration with regional partners through ongoing communication and participation on working groups and committees, including the Aviation Technical Advisory Committee (ATAC), which SCAG manages and convenes.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

Supports Goal #3 – Be the foremost data information hub for the region.

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

OVERALL WORK PROGRAM

235 Local Information Services Program

Manager: Frank Wen

Program Objective:

The Local Information Services Program mainly focuses on the Local Information Services Team (LIST) and the Toolbox Tuesday Training Series to build local capacity in innovative and integrated transportation and planning tools and resources. LIST aims to (1) link SCAG's available information products (e.g., data, applications, model policies and best practices, topical white papers, etc.) to help address local needs, (2) provide local jurisdiction staff an opportunity to offer feedback on how SCAG can improve its products to facilitate better collaboration, and (3) coordinate and conduct one-on-one technical assistance meetings with local jurisdictions. Internally, LIST also work closely with subject matter experts at SCAG to provide technical, outreach, education, and engagement guidance on a number of proposed applications for local jurisdictions while aligning the objectives between local and regional planning. The Toolbox Tuesdays serve as important opportunities for inter-governmental communication. By bringing together planners from diverse areas of the region, the sessions provide opportunities for local jurisdictions to learn from each other about the successes and failures in new approaches to transportation and land use planning. In a region as vast as SCAG, forums, where staff from dense urban communities can share their concerns and successes with planners from less populated areas, are highly valued. Toolbox Training sessions equip local government planners to think beyond their traditional roles and respond to new mandates that require collaboration and public participation.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #3 – Be the foremost data information hub for the region.

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration.

Supports Goal #6 – Deploy strategic communications to further agency priorities and foster public understanding of long-range regional planning.

265 Express Travel Choices Phase III

Manager: Warren Whiteaker

OVERALL WORK PROGRAM

Program Objective:

Update the Regional Express Lanes Concept of Operations, as needed, and associated research to facilitate the buildout of the planned express lane system. Conduct related managed lanes and value pricing research.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #7 – Secure funding to support agency priorities to effectively and efficiently deliver work products.

267 Clean Cities Program

Manager: Philip Law

Program Objective:

Administer the U.S. Department of Energy (DOE) Clean Cities Program for the SCAG Clean Cities Coalition, including performing outreach and marketing in support of expanding alternative fuels in the SCAG region. Partner with public and private entities to displace petroleum gasoline use by encouraging purchase of alternative vehicles, increasing efficiency of existing fleet vehicles, and reduction of vehicle miles traveled (VMT).

Strategic Plan:

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration.

275 Sustainable Communities Program

Manager: Frank Wen, Philip Law, & Marco Anderson

Program Objective:

The Sustainable Communities Program (SCP) is a proven, recognized and effective framework for deploying essential planning resources throughout the SCAG region. This collaborative initiative provides assistance to local jurisdictions to coordinate sustainable transportation, land use and regional policies and issues in local planning. The SCP seeks to provide needed planning resources to local jurisdictions for active transportation and multimodal planning efforts, sustainability, land use and planning for affordable housing; develop local plans that support the implementation of

OVERALL WORK PROGRAM

key strategies and goals outlined in Connect SoCal, the 2020 RTP/SCS; and increase the region's competitiveness for federal and state funds. In FY24 this also includes planning for mobility as a service as well as reconnecting communities previously divided by highway or railway facilities. The SCP aims to address and ensure health and equity in regional land use and transportation planning and to close the gap of racial injustice and better serve our communities of color. The program seeks planning solutions to local growth challenges and results in strategies that promote local and regional sustainability through the integration of transportation and land use, with particular focus on developing and practical strategies to reduce greenhouse gases. It will continue to be a critical tool in achieving SB 375 targets and other State goals aimed at reducing GHG emissions.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California's policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration.

280 Future Communities Initiative

Manager: Hsi-Hwa Hu

Program Objective:

The Future Communities Initiative, guided by the Emerging Technologies Committee, includes early action items aimed at harnessing the power of new technologies, big data, open data as well as enhanced analytics to promote innovation in regional and local planning and reduce transportation demand. Tools and resources provided through the initiative will enable more informed regional and local policy making, increase the efficiency of public service delivery, and ensure the financial sustainability of future cities. The Future Communities Initiative will play a key role in reducing VMT and GHG emissions by modernizing regional land-use and transportation planning tools, fostering data-driven collaboration with SCAG's partner agencies, and providing local agencies with planning resources to pilot new technologies and initiatives to reduce travel demand.

OVERALL WORK PROGRAM

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #3 – Be the foremost data information hub for the region.

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

290 Research, Planning and Engagement for Sustainable Communities

Managers: Sarah Jepson, Marco Anderson, Elizabeth Carvajal, Frank Wen, Warren Whiteaker & Hsi-Hwa Hu

Program Objective:

SCAG staff initiated the implementation of Connect SoCal immediately after its adoption, and has since launched research, planning and studies in preparation for the next plan, Connect SoCal 2024. Much of SCAG’s research and planning is focused on reducing single occupancy vehicle trips and transportation related GHG through advancing mode shift, transportation demand management, operational efficiency, system accessibility, and integration of future transportation, employment and land use. Research is also focused on aligning land use and encouraging cities and counties to adopt land uses that promote growth in Connect SoCal identified Priority Growth Areas.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

300 Regional Early Action Planning (REAP) Grants Program – AB 101

Manager: Elizabeth Carvajal

Program Objective:

Under the California 2019-20 Budget Act, SCAG was awarded \$47 million in Regional Early Action Planning (REAP 1.0) funding to support local governments and stakeholders with housing planning activities that accelerate housing production and meet the region’s goals for producing

OVERALL WORK PROGRAM

1.3 million new units of housing by 2029, as determined by the 6th Cycle Regional Housing Needs Assessment (RHNA). The REAP 1.0 funding is a one-time planning program that authorizes subregional partnerships and encourages inter-governmental collaboration on projects that have a broader regional impact on housing production. SCAG is administering the REAP funds through a combination of direct technical assistance (including housing element data components and policy assessments), subregional partnerships with councils of government, community-based partnership grants in collaboration with philanthropic organizations, and planning support offered through the Sustainable Communities Program to local jurisdictions or entities serving single or multiple jurisdictions. The REAP grants program is focused on implementable solutions across land use, financing, development streamlining and other actions that accelerate housing production.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

303 Economic Empowerment

Manager: Elizabeth Carvajal

Program Objective:

The Economic Empowerment Program is focused on the implementation of targeted, place-based programs aimed at achieving economic empowerment, environmental and restorative justice across intersectional policy goals identified in the RTP/SCS and the Regional Housing Needs Allocation (RHNA) process. This program will ensure that the recommendations of the Racial Equity and Regional Planning Subcommittee inform the strategies and implementation plans in Connect SoCal 2024. The staff in this program are also charged with identifying new partnerships, projects and funding sources to develop new programs for implementation of Connect SoCal 2020, the future Connect SoCal 2024, and SCAG’s adopted Racial Equity Action Plan.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

OVERALL WORK PROGRAM

305 Regional Early Action Planning (REAP) Grants Program – REAP 2.0

Managers: Elizabeth Carvajal, Kate Kigongo, Frank Wen & Marco Anderson

Program Objective:

The REAP 2.0 program seeks to accelerate progress towards state housing goals and climate commitments through a strengthened partnership between the state, its regions, and local entities. REAP 2.0 seeks to accelerate infill housing development, reduce Vehicle Miles Traveled (VMT), increase housing supply at all affordability levels, affirmatively further fair housing, and facilitate the implementation of adopted regional and local plans to achieve these goals. SCAG’s REAP 2.0 Program was developed through an inclusive and equitable outreach process with a variety of strategies to reach a wide range of regional stakeholders. SCAG’s REAP 2.0 Program combines coordinated and transformative housing development, finance, land use, and transportation strategies to help achieve California’s housing and greenhouse gas emission reduction goals. This program includes several projects across three major Program Areas, including Early Program Initiatives, Programs to Accelerate Transformative Housing (PATH) Program, and the Transportation Partnership Programs (TPP).

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

Supports Goal #7 – Secure funding to support agency priorities to effectively and efficiently deliver work products.

310 Planning Strategy Development and Implementation

Manager: Frank Wen

Program Objective:

This project will develop a strategic framework for coordinating the implementation, monitoring, and performance assessment of the current Connect SoCal (2020 Regional Transportation Plan/Sustainable Communities Strategy) alongside coordinating the integration of existing strategies, emerging trends and technologies across all SCAG departments to develop of the next Connect SoCal (2024 RTP/SCS). This project will coordinate and advance planning division priorities and major work programs, and coordinate projects that fall in different departments. Additionally, this program will foster partnerships with federal, state, regional, and local agencies. To accomplish above objectives, the Planning Strategy Department will coordinate planning

OVERALL WORK PROGRAM

teams in the following program areas: Connect SoCal Development, Connect SoCal Strategies, and Performance Measurement and Monitoring., Local Planning and Program Assistance, and Local Jurisdiction Technical and Information Assistance.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

Supports Goal #3 – Be the foremost data information hub for the region.

Supports Goal #4 – Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

Supports Goal #6 – Deploy strategic communications to further agency priorities and foster public understanding of long-range regional planning.

Supports Goal #7 – Secure funding to support agency priorities to effectively and efficiently deliver work products

315 Last Mile Freight Program – MSRC

Manager: Philip Law

Program Objective:

SCAG has partnered with the Mobile Source Air Pollution Reduction Review Committee (MSRC) to establish the Last Mile Freight Program (LMFP). The LMFP is intended to achieve immediate reductions in criteria pollutants and greenhouse gas emissions from commercially deployed vehicles/equipment serving the last mile delivery market. The LMFP will inform both industry and the public regarding zero-emissions/near-zero emissions vehicle/equipment and supporting infrastructure performance and how this information can be used to scale emissions reductions to contribute to regional air quality goals.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

OVERALL WORK PROGRAM

320 Inclusive Economic Recovery Strategy (IERS) Implementation Grant

Manager: Victor Negrete

Program Objective:

Using \$3.5 million in one-time State-grant funding from the California Workforce Development Board, implement recommendations developed in the Inclusive Economic Recovery Strategy (IERS) adopted by SCAG's Regional Council on July 1, 2021. The five deliverables are focused on strategies that support expansion of the number of, and access to, middle wage jobs, strengthen supply chains and access to contracting opportunities for small businesses, expand construction apprenticeships and training, provide regional data to support both state efforts and broader inclusive economic growth efforts, and address human capital needs to realize economic opportunity.

Strategic Plan:

Supports Goal #1 – Produce innovative solutions that improve the quality of life for Southern Californians.

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

FTA GRANT BUDGET

FTA DISCRETIONARY AND FORMULA GRANT BUDGET

Program Overview

SCAG is the Designated Recipient of FTA Urbanized Area Formula Grants under 49 U.S.C. Section 5307 for the large urbanized areas (UZAs) with populations of 200,000 or more (according to the latest U.S. Census) in the SCAG region. Under the reauthorization bill that was signed into Law on November 15, 2021, the Infrastructure Investment and Jobs Act (referred to as the Bipartisan Infrastructure Bill), funding is authorized for 49 U.S.C. Section 5339 Bus and Bus Facilities Formula Grants Program and U.S.C. Section 5312 National Research & Technology Program to SCAG due to being the Section 5307 Designated Recipient.

As the Designated Recipient, SCAG is responsible to apply for and pass through Section 5339 and Section 5312 grant funds for specialized transportation programs and projects, which provide capital funding to replace, rehabilitate and purchase buses, vans, fixed guide-way, as well as to construct related facilities and purchase related equipment.

Line Item Budget

The following table shows the FTA Discretionary and Formula Grant line item budget.

Cost Category	FY23 Adopted	FY24 Proposed	Incr (Decr)
500XX Staff	\$ 26,792	\$ 2,047	\$ (24,745)
54300 SCAG Consultant	\$ 200,000	\$ 218,719	\$ 18,719
54360 Pass Through Payments			
Riverside Transit Agency	373,133	200,000	(173,133)
SunLine Transit Agency	430,906	-	(430,906)
Metro-Foothill	275,504	-	(275,504)
ATNs'	-	-	-
54360 Total	\$ 1,079,543	\$ 200,000	\$ (879,543)
55930 Miscellaneous Other	\$ 90,000	\$ -	\$ (90,000)
55931 Miscellaneous Labor	\$ 80,000	\$ 69,288	\$ (10,712)
59090 Exp Local Other			
Riverside Transit Agency	93,225	49,942	(43,283)
SunLine Transit Agency	81,439	-	(81,439)
Metro-Foothill	103,051	-	(103,051)
ATNs'	-	-	-
59090 Total	\$ 277,715	\$ 49,942	\$ (227,773)
Sub-total	\$ 1,754,050	\$ 539,996	\$ (1,214,054)
51000 Fringe Benefits	\$ 20,427	\$ 1,373	\$ (19,054)
51001 Indirect Costs	\$ 66,318	\$ 4,693	\$ (61,625)
Total	\$ 1,840,795	\$ 546,062	\$ (1,294,733)

TDA BUDGET

TDA BUDGET

Program Overview

State of California Public Utilities Code Section 99233.2 authorizes the Transportation Commissions in Los Angeles, Orange, Riverside and San Bernardino counties to allocate up to ¾ of 1 percent of their local transportation funds to SCAG as the multi-county planning agency for the region. SCAG uses TDA to fund local initiatives and to provide cash match as needed for projects funded with state or federal funds.

Line Item Budget

In FY 2023-24, the TDA budget includes \$5,627,117 for consultants and staff related costs to support local transportation planning projects.

The following table shows the TDA line item budget.

	FY23 Adopted	FY24 Proposed	Incr (Decr)
REVENUES:			
TDA Revenue	5,240,123	5,397,327	157,204
Transfer from Fund Balance	-	229,790	229,790
Total Revenues	5,240,123	5,627,117	386,994
EXPENDITURES:			
500XX Staff	721,642	1,010,724	289,082
54300 SCAG consultant	793,177	1,051,998	258,821
54302 Non-Profits/IHL	14,094	-	(14,094)
54340 Legal	20,000	164,520	144,520
55210 Software Support	5,735	5,735	-
55520 Graphic Supplies	5,000	4,000	(1,000)
55460 Materials & Equipment Purchases < \$5K	-	1,000	1,000
55580 Outreach/Advertisement	-	6,000	6,000
55610 Prof Membership	-	1,000	1,000
55914 RC General Assembly	-	208,190	208,190
55915 Demographic Workshop	-	18,200	18,200
55916 Economic Summit	-	55,250	55,250
55930 Miscellaneous other	22,068	9,000	(13,068)
55950 Temporary Help	10,211	-	(10,211)
56100 Printing	-	16,000	16,000
58100 Travel	5,000	26,000	21,000
58110 Mileage	-	4,000	4,000
58150 Travel lodge>Per Diem	-	13,000	13,000
Sub-total	1,596,927	2,594,617	993,690
51000 Fringe benefits - Reg Staff	550,184	675,430	125,246
51003 Fringe benefits - Intern	-	-	-
51001 Indirect Cost	1,823,768	2,357,070	533,302
Non-Capital	3,970,879	5,627,117	1,652,238
55310 F&F Principal	160,241	-	(160,241)
55315 F&F Interest	1,836	-	(1,836)
55320 AV Principal	117,206	-	(117,206)
55325 AV Interest	653	-	(653)
Capital & Debt Service	279,936	-	(279,936)
Total Expenditures	4,250,815	5,627,117	1,372,302

GENERAL FUND BUDGET

GENERAL FUND BUDGET (GF)

Program Overview

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

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

Membership Dues Assessments

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

GENERAL FUND BUDGET

General Fund Line Item Budget

The following table shows General Fund revenues and expenditures by task.

		FY22 Actual	FY23 Adopted Budget	FY24 Proposed Budget	FY23 Adopted To FY24 Proposed Incr (Decr)
REVENUE:	Membership Dues:				
	Counties	322,491.00	336,895	349,754	12,859
	Cities	1,762,255.59	1,876,843	2,011,702	134,859
	Commissions	88,500.00	88,500	88,500	-
	Transportation Corridor Agency	10,000.00	10,000	10,000	-
	Air Districts	10,000.00	10,000	10,000	-
	Sub-total	2,193,246.59	2,322,238	\$ 2,469,956	\$ 147,718
	Interest	26,699.86	90,000	55,086	(34,914)
	Other	184,016.98	41,800	41,800	-
	General Assembly Sponsorships & Registrations	340,575.00	340,000	340,000	-
	Transfer from Fund Balance	-	596,114	182,905	(413,209)
	Sub-total	551,291.84	1,067,914	\$ 619,791	\$ (448,123)
	Total Revenues	2,744,538.43	3,390,152	\$ 3,089,747	\$ (300,405)
	EXPENDITURES:				
Task .01 Regional Council	Regional Council:				
	Staff Time	87,702.61	48,546	26,738	(21,808)
	EAC Retreat	19,248.13	40,000	40,000	-
	Legal Services	103,284.30	135,000	164,840	29,840
	Miscellaneous Other	4,546.77	-	-	-
	Other Meeting Expense	7,662.58	20,000	20,000	-
	Professional Memberships	549.29	-	-	-
	RC/Committee Meeting	-	15,000	15,000	-
	Stipends	234,230.00	245,000	245,000	-
	Travel - Outside	4,279.31	50,000	50,000	-
	Travel - Local	6,662.02	46,000	46,000	-
	Mileage - Local	1,329.77	25,000	25,000	-
Task sub-total	469,494.78	624,546	\$ 632,578	\$ 8,032	
Task .02 Legislative	Legislative:				
	Staff Time	8,988.39	29,324	34,086	4,762
	Federal/State Lobbyist	228,000.00	228,000	228,000	-
	Networking Meeting/Special Events	2,540.00	-	-	-
	Other Meeting Expense	-	15,000	15,000	-
	Resource Materials/Subscriptions	-	2,000	2,000	-
	Travel - Outside	3,884.82	10,000	10,000	-
	Travel - Local	1,084.81	-	-	-
	Mileage	40.95	500	500	-
Task sub-total	244,538.97	284,824	\$ 289,586	\$ 4,762	

GENERAL FUND BUDGET

General Fund Line Item Budget (continued)

		FY22 Actual	FY23 Adopted Budget	FY24 Proposed Budget	FY23 Adopted To FY24 Proposed Incr (Decr)
Task .03 RHNA	RHNA:				
	Staff Time	-	-	53,688	53,688
Task sub-total		-	-	\$ 53,688	\$ 53,688
Task .04 Other Non-Labor	Other Non-Labor:				
	Bank Fees	17,194.73	15,000	15,000	-
	Demographic Workshop	-	28,000	-	(28,000)
	Economic Summit	25,000.00	85,000	-	(85,000)
	Legal Services	-	205,000	220,000	15,000
	Miscellaneous Other	3,176.95	20,000	20,000	-
	Other Meeting Expense	24,030.00	50,000	50,000	-
	Professional Memberships	6,809.26	11,500	11,500	-
	SCAG Consultant	150,000.00	76,415	26,500	(49,915)
	SCAG Memberships	166,079.65	127,600	-	(127,600)
	Scholarships	-	44,000	-	(44,000)
	Sponsorships	99,540.00	165,000	-	(165,000)
	Training Registration	11,995.65	-	-	-
	Travel	968.69	2,500	2,500	-
	Travel - Local	272.93	1,500	1,500	-
	Staff Lodging Expense	3,377.54	13,000	-	(13,000)
Mileage - Local	151.37	500	500	-	
Task sub-total		508,596.77	845,015	\$ 347,500	\$ (497,515)
Task .06 General Assembly	General Assembly:				
	Staff Time	31,436.77	33,082	12,141	(20,941)
	General Assembly	651,713.16	611,500	453,310	(158,190)
	Other Meeting Expense	5,700.00	-	1,500	1,500
	Printing	-	10,000	4,000	(6,000)
	SCAG Consultant	99,494.84	180,000	43,200	(136,800)
	Travel - Local	1,234.91	-	-	-
	Mileage	3,972.48	5,000	1,000	(4,000)
Task sub-total		793,552.16	839,582	\$ 515,151	\$ (324,431)
Task .10 Capital Outlay >\$5K	Capital Outlay >\$5K				
	Capital Outlay	1,026,795.60	-	-	-
Task sub-total		1,026,795.60	-	\$ -	\$ -
Task .11 Public Records Administration	Public Records Administration:				
	Staff Time	21,620.58	51,524	72,642	21,118
Task sub-total		21,620.58	51,524	\$ 72,642	\$ 21,118
Task .14 International Collaboration	International Collaboration:				
	Staff Time	1,684.16	6,063	4,845	(1,218)
	Miscellaneous Other	-	2,000	2,000	-
	Other Meeting Expense	-	1,500	1,500	-
	Mileage	-	500	500	-
Task sub-total		1,684.16	10,063	\$ 8,845	\$ (1,218)

GENERAL FUND BUDGET

General Fund Line Item Budget (continued)

		FY22 Actual	FY23 Adopted Budget	FY24 Proposed Budget	FY23 Adopted To FY24 Proposed Incr (Decr)
Task .20 Go Human Events	Go Human Events:				
	Outreach/Advertisement	661.34	-	-	-
Task sub-total		661.34	-	\$ -	\$ -
Task .23 Other Labor	Other Labor:				
	Staff Time	1,260.42	32,777	34,962	2,185
Task sub-total		1,260.42	32,777	\$ 34,962	\$ 2,185
Task .26 Employee Engagement Program	Employee Engagement Program				
	Engagement Committee	8,633.44	20,000	20,000	-
	Employee Recognition	3,935.21	15,000	15,000	-
	Department Allowance	13,148.76	15,000	15,000	-
Task sub-total		25,717.41	50,000	\$ 50,000	\$ -
Task .28 Grant Program	Grant Program				
	Staff Time	190,808.06	-	-	-
Task sub-total		190,808.06	-	\$ -	\$ -
Task .29 Special Events	Special Events				
	Demographic Workshop	-	-	9,800	9,800
	Economic Summit	-	-	29,750	29,750
	RC Sponsorships	-	-	165,000	165,000
	SCAG Memberships	-	-	127,600	127,600
	Scholarships	-	-	44,000	44,000
Task sub-total		-	-	\$ 376,150	\$ 376,150
Total for all tasks		3,284,730.25	2,738,331	\$ 2,381,102	\$ (357,229)
Allocated Fringe Benefits		268,755.18	153,486	160,398	6,912
Allocated Indirect Costs		865,179.20	498,335	548,247	49,912
Total		4,418,664.63	3,390,152	\$ 3,089,747	\$ (300,405)

*Totals may not add due to rounding

FRINGE BENEFITS BUDGET

FRINGE BENEFITS BUDGET (FB)

Program Overview

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

To participate in SCAG's fringe benefits program, staff must hold benefits-eligible positions as regular, at-will or limited-term positions. Some of these programs provide staff and their families with financial protection if they become ill or disabled. Others are designed to aid them in preparing for retirement or in meeting educational costs they incur for themselves. Others are designed to allow staff and their family's time to recreate and spend time together.

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

A rate is applied to all OWP, GF and IC salaries, e.g., for every \$1,000 of salaries, the FB budget is \$670.83 (67.0832%).

Part-time staff, interns, and temporary employees may be eligible for SCAG's limited fringe benefits. Part-time staff, interns, and temporary employee benefits are calculated separately and are not part of the fringe benefits burden rate.

FRINGE BENEFITS BUDGET

Line Item Budget

The following table shows the Fringe Benefits line item budget.

GL Account	Line Item	FY23 Adopted	FY24 Proposed	Incr (Decr)
60002	Sick leave	308,637	537,332	228,695
60004	PFH	612,907	680,951	68,044
60003	Holiday	1,127,304	1,251,499	124,195
60001	Vacation	1,299,227	1,773,195	473,968
60032	Sick - Interns	10,333	10,333	-
60041	Vacation Cash Out	274,345	75,000	(199,345)
60110	PERS	7,402,214	8,385,649	983,435
60120	PARS	79,690	80,752	1,062
60200	Health insurance - actives	1,996,800	2,904,612	907,812
60201	Health insurance - retirees PAYGO	698,772	703,491	4,719
60210	Dental insurance	308,458	327,592	19,134
60220	Vision insurance	93,611	91,550	(2,061)
60225	Life insurance	103,268	123,106	19,838
60240	Medicare tax employers - regular staff	346,765	439,451	92,686
60250	Medicare tax employers - interns	4,495	4,495	-
60255	Social security tax employers - interns	23,715	23,715	-
60300	Tuition reimbursement	43,776	43,776	-
60310	Bus passes - regular staff	264,576	50,000	(214,576)
60315	Bus passes - interns	24,757	8,073	(16,684)
60360	De Minimis Employee Exp	15,000	15,000	-
60365	De Minimis Employee Exp Interns	5,167	5,167	-
60366	Technology Allowance	274,560	388,080	113,520
60367	Technology Allowance Intern	22,733	28,933	6,200
60400	Workers compensation	142,380	146,286	3,906
60405	Unemployment compensation Insurance	35,000	35,000	-
60410	Miscellaneous employee benefits	13,836	16,836	3,000
60415	SCAG 457 match	133,750	434,750	301,000
60450	Benefits administrative fees	84,561	85,605	1,044
60500	Automobile allowance	20,700	20,700	-
		15,771,337	18,690,931	2,919,594

*Totals may not add due to rounding

INDIRECT COST BUDGET

INDIRECT COST BUDGET (IC)

Program Overview

The Indirect Cost Budget is established to provide funding for staff salaries, fringe benefits and other non-labor costs that are not attributable to an individual direct program project, except on a pro-rata basis. The Indirect Cost Rate Proposal (ICRP) is prepared in accordance with the guidelines of SCAG’s federal cognizant agency, FTA, and requires their approval as well as Caltrans approval.

An IC rate, approved by FTA and Caltrans, is applied to all productive staff salaries and fringe costs. For example, for every \$1,000 of direct salaries and fringe, the IC budget is \$1,372.35 (137.2349%). A review of the comprehensive line item budget chart beginning on page 12 shows the impact of this concept. Notice that the budgets for the OWP, TDA and General Fund include allocated funds for the indirect costs which represents each budget component’s share of funding the Indirect Cost program.

INDIRECT COST BUDGET

Line Item Budget

The following table shows the Indirect Cost line item budget.

GL Account	Cost Category	FY23 Adopted	FY24 Proposed	Incr (Decr)
	Staff	10,048,467	12,489,756	2,441,289
5430X	SCAG consultant	2,327,825	3,113,268	785,443
54340	Legal	230,000	186,335	(43,665)
55201	Network and Communications	238,700	179,548	(59,152)
55210	Software support	829,900	983,709	153,809
55220	Hardware support	503,518	693,826	190,308
55240	Repair- maintenance	56,000	55,000	(1,000)
55251	Infrastructure Cloud Services	1,966,400	2,754,062	787,662
55271	On-Prem Software	286,636	579,348	292,712
55275	Co-location Services	168,947	171,997	3,050
55315	Furniture & Fixture Interest	771	-	(771)
55325	Audio-visual Equipment Interest	2,019	-	(2,019)
55400	Office rent / Operating expense	2,371,519	2,442,665	71,146
55410	Office rent satellite	286,546	295,142	8,596
55415	Off-site Storage	5,000	5,000	-
55420	Equipment leases	100,000	100,000	-
55430	Equip repairs and maintenance	1,000	2,000	1,000
55435	Security Services	100,000	100,000	-
55440	Insurance	315,000	370,000	55,000
55441	Payroll / bank fees	17,500	17,500	-
55445	Taxes	1,000	1,000	-
55460	Materials & equipment <\$5K	154,000	204,000	50,000
55510	Office supplies	73,800	73,800	-
55520	Graphic Supplies	4,000	4,000	-
55540	Postage	10,000	10,000	-
55550	Delivery services	12,000	15,000	3,000
55600	SCAG memberships	104,000	104,000	-
55610	Professional memberships	1,500	1,500	-
55611	Professional dues	1,950	8,750	6,800
55620	Resource materials	160,500	169,000	8,500
55630	COVID Facility Exp	53,740	53,740	-
55631	ADA & Safety Compliance	15,000	15,000	-
55700	Depreciation - furniture & fixture	250,000	250,000	-
55720	Amortization - lease	75,000	75,000	-
55800	Recruitment adverting	25,000	65,000	40,000
55801	Recruitment - other	45,000	45,000	-
55820	In House Training	30,000	70,000	40,000
55830	Networking Meetings/Special Events	20,000	20,500	500
55840	Training Registration	75,000	98,000	23,000
55920	Other meeting expense	1,250	1,250	-
55930	Miscellaneous other	87,000	13,000	(74,000)
55950	Temporary help	106,000	186,000	80,000
56100	Printing	23,000	23,000	-
58100	Travel	77,000	111,000	34,000
58101	Travel - local	15,500	19,378	3,878
58110	Mileage	15,500	18,200	2,700
	Sub-total	21,292,488	26,194,274	4,901,786
51000	Fringe benefits - regular staff	7,577,112	8,304,738	727,626
51003	Fringe benefits - interns	32,361	26,885	(5,476)
	Total	\$ 28,901,961	34,525,897	\$ 5,623,936

*Totals may not add due to rounding

INDIRECT COST BUDGET

Indirect Cost Work Areas

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

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



Draft
Comprehensive Budget
FISCAL YEAR 2023-24

SECTION III
APPENDICES

BUDGET LINE ITEMS

DESCRIPTION OF BUDGET LINE ITEM

The following chart provides a description of each budget account/line item.

Account/Line Item	Description
500XX Staff	Staff wages including non-worktime.
54300 Consultant	Outside experts retained to provide special expertise.
54301 Consultant – Other	Same as 54300 above. Outside experts retained to provide special expertise, specifically for IT services.
54302 Non-Profits/IHL	Partnerships with non-profit organizations and institutes of higher learning (IHL).
54303 Consultant TC	Same as 54300 above. Toll credits are used in lieu of local matching funds, which allows for work to be 100% funded with federal funds.
54304 Consultant Technical Assistance	Outside experts retained to provide special expertise as well as pass-through funding to partner agencies.
54315 Consultant IC – REAP Admin	Same as 54300 above. 5% administration costs that are incurred by outside experts.
54340 Legal	Outside legal experts retained to provide special expertise.
54360 Pass-Through Payments	Payments received by SCAG but passed through to other agencies.
55201 Network and Communications	Fees paid for any network infrastructure including network circuits, internet, and VoIP systems and calling plans.
55210 Software Support	Fees paid for telephone support and updates of SCAG’s high-end desktop and network software.
55220 Hardware Support	Fees paid for maintenance and repair contracts on SCAG’s computer servers.
55240 Repair - Maintenance	Processes that do not enhance function or extend the useful life of an asset are expensed as repairs.
55250 Cloud Services	Monthly recurring costs for cloud compute and storage capacity.
55251 Infrastructure Cloud Services	Fees paid for any software, licenses, or software support that is managed in the cloud by a 3rd party provider or is related to cloud provided software or services.
55270 Software Purchases	Fees paid for initial software purchase.
55271 On-Prem Software	Fee paid for any software, licenses, or software support that is installed to or used for SCAG owned servers in our datacenters or private cloud infrastructure.
55275 Co-location Services	Fee paid for any services, products, features, or support that are provided by an IT co-location or data center provider.
5528X 3rd Party Contribution	Like-kind contribution from other agencies that are match for SCAG’s grants.

BUDGET LINE ITEMS

Account/Line Item	Description
55310 Furniture & Fixtures Principal	Principal portion of furniture and fixtures debt service payments.
55315 Furniture & Fixtures Interest	Interest portion of furniture and fixtures debt service payments.
55320 Audio-visual Equipment Principal	Principal portion of audio-visual equipment debt service payments.
55325 Audio-visual Equipment Interest	Interest portion of audio-visual equipment debt service payments.
55400 Office Rent / Operating Expense	Rent and operating expense paid for SCAG's main office.
55410 Office Rent Satellite	Rent paid for SCAG's satellite offices.
55415 Off-site Storage	Fees paid for off-site storage.
55420 Equipment Leases	Fees paid for copier, telephone, postage, equipment, etc.
55430 Equipment Repairs - Maintenance	Fees paid to outside vendors to repair SCAG owned equipment.
55435 Security Services	The cost of physical security services at SCAG's locations.
55440 Insurance	SCAG's liability insurance premiums.
55441 Payroll / Bank Fees	Fees paid for payroll processing & bank services.
55445 Taxes	Personal property taxes levied on SCAG's assets.
55460 Materials & Equipment <\$5,000	Used to buy capital equipment with unit costs under \$5,000 (it's not necessary to capitalize and depreciate).
55510 Office Supplies	Routine office supplies and paper for copy machines.
55520 Graphic Supplies	Materials used in the production of documents for agency communications, presentations, etc.
55530 Telephone	SCAG's monthly telephone fees paid for both voice and data lines.
55540 Postage	Postage and delivery fees.
55550 Delivery Services	Cost of outside courier delivery and other non-USPS services.
55580 Outreach/Advertisement	Cost of advertising and public outreach for SCAG programs and services.

BUDGET LINE ITEMS

Account/Line Item	Description
55600 SCAG Memberships	Pays for SCAG to belong to various organizations.
55610 Professional Memberships	Fees paid on behalf of SCAG employees to belong to certain professional organizations.
55611 Professional Dues	Dues paid on behalf of SCAG employees for professional licenses (Certified Public Accountant, Certified Internal Auditor or State Bar).
55620 Resource Materials / Subscriptions	Fees for book purchases, subscriptions and data acquisition.
55630 COVID Facility Expense	Pays for facility expenses related to COVID 19.
55631 ADA & Safety Compliance	Pays for ADA and safety compliance expenses.
55700 Depreciation - Furniture & Fixtures	The general fund buys assets that have a cost greater than \$5,000 using account 55730, Capital Outlay. The cost is recovered when depreciation is charged to a grant using this account.
55710 Depreciation - Computer	Same as above
55720 Amortization – Lease	To account for amortization of leasehold improvements.
55730 Capital Outlay	Fixed asset purchases greater than \$5,000. The cost is recovered when depreciation is charged to a grant.
55800 Recruitment - Advertising	Advertising in certain journals and publications regarding job opportunities at SCAG.
55801 Recruitment – Other	Moving expenses and cost of sponsoring foreign employees (visas).
55810 Public Notices	Legal advertising that SCAG must undertake to support certain programs or grants.
55820 Staff Training	Used to provide access to outside training opportunities or to bring experts for in-house training.
55830 Networking Meetings / Special Events	Cost of informational events attended by SCAG staff and elected officials.
55840 Training Registration	Training registration cost for staff.
55860 Scholarships	Contributions by SCAG to offset the educational expense of selected students.
55910 RC/Committee Meetings	Pays for the food and other expenses associated with hosting RC and committee meetings.
55912 EAC Retreat	The EAC holds an annual off-site retreat. This budget pays for the actual meeting expenses such as meals and conference facilities.

BUDGET LINE ITEMS

Account/Line Item	Description
55914 RC General Assembly	The by-laws require an annual meeting of the membership. This budget pays for the actual meeting expenses such as meals and conference facilities.
55915 Demographic Workshop	Pays for the meeting expenses of the annual workshop that addresses demographic issues.
55916 Economic Summit	Pays for the meeting expenses of the annual summit that addresses economic issues.
55918 Housing Summit	Pays for the expenses of the annual summit that addresses housing issues.
55920 Other Meeting Expense	Pays for other, non-food expenses related to meeting support.
55930 Miscellaneous Other	Pays for other, minor expenses not categorized elsewhere.
55931 Miscellaneous Labor	Pays for other labor expenses not categorized elsewhere.
55932 Miscellaneous Labor, Future	Pays for other labor expenses not categorized elsewhere for the future budget.
55936 Engagement Committee	Pays for employee engagement committee activities and projects.
55937 Employee Recognition	Pays for employee recognition activities.
55938 Department Allowances	Pays for employee recognition activities by department managers.
55940 Stipend-RC Meeting	Stipends paid to RC Members for attending meetings.
55950 Temporary Help	SCAG occasionally uses employment agencies to provide short term staffing.
55980 Contingency – General Fund	Funds available for unforeseen spending.
56100 Printing	Pays for outside printing costs of SCAG publications and brochures.
58100 Travel	Pays for staff and RC travel on behalf of SCAG projects.
58101 Travel – Local	Travel inside the SCAG region.
58110 Mileage	Cost of automobile travel at the IRS rate per mile.
58150 Staff Lodging Expense	General funds used to pay for staff lodging expenses, under certain conditions, greater than state or federal guidelines.
58800 RC Sponsorships	General funds allocated to events supported by RC actions.

BUDGET LINE ITEMS

Account/Line Item	Description
59090 Expense-Local Other	Cash contributions from local agencies for projects funded with federal pass-through funds from SCAG.
60041 Vacation Cash Out	Vacation cash-out program for staff and management.
60110 Retirement-PERS	Pays for employee share of contributions to PERS.
60120 Retirement-PARS	SCAG contribution to the supplemental defined benefit retirement plan.
60200 Health Insurance – Active Employees	SCAG contribution for employee health insurance
60201 Health Insurance – Retirees PAYGO	Retiree health insurance premiums paid to CalPERS.
60202 Health Insurance – Retirees GASB 45	Retiree health insurance premiums paid to the California Employers’ Retiree Benefit Trust, as computed by an actuary.
60210 Dental Insurance	SCAG contribution for employee dental insurance
60220 Vision Insurance	SCAG contribution for employee vision insurance
60225 Life Insurance	SCAG cost of life insurance for each benefit-eligible employee.
60240 Medicare Tax Employer Share	SCAG pays a percentage of 1.45% (of payroll) contribution to Medicare for all employees hired after 1986.
60250 Medicare Tax ER – Interns	SCAG pays a percentage of 1.45% (of payroll) contribution to Medicare for all employees hired after 1986.
60255 Social Security ER – Interns	Employer’s share of social security on wages paid.
60300 Tuition Reimbursement	All employees can participate in a tuition reimbursement program for work related classes.
60310 Transit Passes	All employees who utilize public transportation to commute are eligible to be reimbursed up to a specified maximum.
60315 Bus Passes NT – Interns	Interns who utilize public transportation to commute are eligible to be reimbursed up to a specified maximum.
60360 De Minimis Employee Exp	Stipends paid to employees related to COVID-19
60365 De Minimis Employee Exp Interns	Stipends paid to interns related to COVID-19
60366 Technology Allowance	The allowance covers phone usage, offset employees’ cost of burden utilizing internet and electricity/water while working remotely.
60367 Technology Allowance Intern	Same as 60366 above but for intern staff.
60400 Workers Compensation Insurance	This is mandated insurance for employees that provides a benefit for work-related injuries.

BUDGET LINE ITEMS

Account/Line Item	Description
60405 Unemployment Comp Insurance	Payments for unemployment insurance claims filed by former employees.
60410 Miscellaneous Employee Benefits	The cost of SCAG’s Employee Assistance Program.
60415 SCAG 457 Match	SCAG staff, managers and directors receive matching funds for 457 Plan deferred compensation contributions.
60450 Benefits Administrative Fees	These fees pay for third parties who administer SCAG’s cafeteria plan.
60500 Automobile Allowance	Allowances payable to executives in accordance with employment contracts.

Attachment: FY24 DRAFT COMPREHENSIVE BUDGET_March 2, 2023 RC Mtg (Approval of the Fiscal Year 2023-24 Draft Comprehensive

MEMBERSHIP ASSESSMENT SCHEDULE

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment

Schedule Fiscal Year 2023-24

As of February 1, 2023

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2023-24
<u>COUNTIES (6)</u>		
IMPERIAL	33,709	7,378
LOS ANGELES	1,009,857	151,187
ORANGE	132,437	40,237
RIVERSIDE	396,717	70,644
SAN BERNARDINO	300,003	59,516
VENTURA	93,798	20,792
	<hr/>	<hr/>
SUB-TOTAL	1,966,521	349,754

CITIES (191)

ADELANTO	36,357	4,683
AGOURA HILLS	19,771	2,525
ALHAMBRA	81,834	9,915
ALISO VIEJO	50,782	6,343
ANAHEIM	341,245	40,011
APPLE VALLEY	75,628	9,201
ARCADIA	55,934	6,935
ARTESIA	16,226	2,117
AVALON	3,394	490
AZUSA	49,704	6,219
BALDWIN PARK	70,855	8,652
BANNING	30,877	4,052
BARSTOW	25,202	3,400
BEAUMONT	54,690	6,792
BELL	33,624	4,369
BELLFLOWER	77,359	9,400
BELL GARDENS	38,861	4,971
BEVERLY HILLS	32,265	4,212
BIG BEAR LAKE	5,041	680
BLYTHE	17,505	2,264
BRADBURY	904	204
BRAWLEY	26,952	3,601
BREA	46,872	5,893
BUENA PARK	83,430	10,099
BURBANK	105,451	12,882
CALABASAS	22,926	2,888

MEMBERSHIP ASSESSMENT SCHEDULE

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment

Schedule Fiscal Year 2023-24

As of February 1, 2023

	UNINC POP	
	COUNTIES/TOTAL	ASSESSMENTS
	POP CITIES	2023-24
CALEXICO	38,711	4,954
CALIMESA	10,899	1,504
CALIPATRIA	6,367	833
CAMARILLO	70,171	8,573
CANYON LAKE	11,056	1,522
CARSON	92,362	11,127
CATHEDRAL CITY	51,840	6,464
CERRITOS	48,634	6,095
CHINO	91,998	11,085
CHINO HILLS	77,964	9,470
CLAREMONT	37,072	4,765
COACHELLA	42,158	5,350
COLTON	53,617	6,669
COMMERCE	12,140	1,647
COMPTON	94,233	11,342
CORONA	156,778	18,788
COSTA MESA	111,394	13,566
COVINA	50,449	6,304
CUDAHY	22,318	2,818
CULVER CITY	40,135	5,118
CYPRESS	49,810	6,231
DANA POINT	32,943	4,290
DESERT HOT SPRINGS	32,569	4,247
DIAMOND BAR	54,204	6,736
DOWNEY	112,584	13,703
DUARTE	21,258	2,696
EASTVALE	69,929	8,546
EL CENTRO	44,508	5,621
EL MONTE	107,706	13,142
EL SEGUNDO	17,084	2,216
FILLMORE	16,469	2,145
FONTANA	212,809	25,234
FOUNTAIN VALLEY	56,564	7,008
FULLERTON	142,732	17,172
GARDEN GROVE	170,526	20,370
GARDENA	59,947	7,397
GLENDALE	193,116	22,969
GLENDORA	51,821	6,462
GRAND TERRACE	13,042	1,751
HAWAIIAN GARDENS	13,619	1,817

MEMBERSHIP ASSESSMENT SCHEDULE

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment

Schedule Fiscal Year 2023-24

As of February 1, 2023

	UNINC POP	
	COUNTIES/TOTAL	ASSESSMENTS
	POP CITIES	2023-24
HAWTHORNE	86,841	10,491
HEMET	89,646	10,814
HERMOSA BEACH	19,171	2,456
HESPERIA	100,324	12,293
HIDDEN HILLS	1,738	300
HIGHLAND	56,546	7,006
HOLTVILLE	5,565	740
HUNTINGTON BEACH	196,100	23,312
HUNTINGTON PARK	53,942	6,706
IMPERIAL	21,513	2,725
INDIAN WELLS	4,762	648
INDIO	89,137	10,755
INDUSTRY	438	150
INGLEWOOD	106,481	13,001
IRVINE	310,250	36,445
IRWINDALE	1,490	271
JURAPA VALLEY	105,384	12,875
LA CANADA FLINTRIDGE	20,081	2,560
LA HABRA	61,792	7,609
LA HABRA HEIGHTS	5,594	744
LA MIRADA	48,696	6,103
LA PALMA	15,332	2,014
LA PUENTE	37,587	4,824
LA QUINTA	37,860	4,856
LA VERNE	32,304	4,217
LAGUNA BEACH	22,706	2,862
LAGUNA HILLS	30,750	4,038
LAGUNA NIGUEL	64,316	7,900
LAGUNA WOODS	17,514	2,265
LAKE ELSINORE	71,615	8,740
LAKE FOREST	86,775	10,484
LAKESWOOD	80,876	9,805
LANCASTER	175,164	20,903
LAWNDALE	31,301	4,101
LOMA LINDA	25,349	3,416
LOMITA	20,633	2,624
LONG BEACH	460,682	53,753
LOS ALAMITOS	11,873	1,616
LOS ANGELES	3,819,538	440,700
LYNWOOD	66,723	8,177
MALIBU	10,686	1,479

MEMBERSHIP ASSESSMENT SCHEDULE

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment

Schedule Fiscal Year 2023-24

As of February 1, 2023

	UNINC POP	ASSESSMENTS
	COUNTIES/TOTAL	2023-24
	POP CITIES	
MANHATTAN BEACH	34,902	4,516
MAYWOOD	24,814	3,105
MENIFEE	106,627	13,018
MISSION VIEJO	92,515	11,144
MONROVIA	37,563	4,822
MONTCLAIR	37,846	4,854
MONTEBELLO	61,622	7,590
MONTEREY PARK	60,207	7,427
MOORPARK	35,399	4,573
MORENO VALLEY	209,407	24,843
MURRIETA	111,183	13,542
NEEDLES	4,876	661
NEWPORT BEACH	83,727	10,133
NORCO	24,909	3,116
NORWALK	101,645	12,445
OJAI	7,466	959
ONTARIO	179,516	21,404
ORANGE	137,676	16,590
OXNARD	200,050	23,766
PALM DESERT	50,889	6,355
PALM SPRINGS	44,397	5,608
PALMDALE	167,398	20,010
PALOS VERDES ESTATES	12,980	1,743
PARAMOUNT	52,477	6,538
PASADENA	138,310	16,663
PERRIS	78,890	9,577
PICO RIVERA	61,442	7,569
PLACENTIA	51,204	6,391
POMONA	149,766	17,981
PORT HUENEME	21,599	2,735
RANCHO CUCAMONGA	174,476	20,824
RANCHO MIRAGE	16,804	2,183
RANCHO PALOS VERDES	41,468	5,271
RANCHO SANTA MARGARITA	47,279	5,940
REDLANDS	72,585	8,851
REDONDO BEACH	68,972	8,435
RIALTO	103,954	12,710
RIVERSIDE	317,847	37,319

MEMBERSHIP ASSESSMENT SCHEDULE

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment

Schedule Fiscal Year 2023-24

As of February 1, 2023

	UNINC POP	
	COUNTIES/TOTAL	ASSESSMENTS
	POP CITIES	2023-24
ROLLING HILLS	1,684	294
ROLLING HILLS ESTATES	8,289	1,054
ROSEMEAD	50,511	6,311
SAN BERNARDINO	220,840	26,158
SAN BUENAVENTURA	108,231	13,202
SAN CLEMENTE	63,380	7,792
SAN DIMAS	34,352	4,452
SAN FERNANDO	23,519	2,956
SAN GABRIEL	38,845	4,969
SAN JACINTO	54,593	6,781
SAN JUAN CAPISTRANO	34,798	4,504
SAN MARINO	12,257	1,660
SANTA ANA	308,459	36,239
SANTA CLARITA	228,835	27,078
SANTA FE SPRINGS	18,763	2,409
SANTA MONICA	92,408	11,132
SANTA PAULA	30,892	4,054
SEAL BEACH	24,846	3,109
SIERRA MADRE	10,865	1,500
SIGNAL HILL	11,597	1,584
SIMI VALLEY	124,985	15,130
SOUTH EL MONTE	19,668	2,513
SOUTH GATE	93,259	11,230
SOUTH PASADENA	26,580	3,558
STANTON	39,275	5,019
TEMECULA	109,925	13,397
TEMPLE CITY	36,262	4,672
THOUSAND OAKS	124,592	15,085
TORRANCE	144,433	17,367
TUSTIN	79,535	9,651
TWENTYNINE PALMS	27,685	3,685
UPLAND	79,139	9,605
VERNON	208	124
VICTORVILLE	136,561	16,462
VILLA PARK	5,782	765
WALNUT	28,094	3,732
WEST COVINA	108,243	13,204

MEMBERSHIP ASSESSMENT SCHEDULE

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment

Schedule Fiscal Year 2023-24

As of February 1, 2023

	UNINC POP	
	COUNTIES/TOTAL	ASSESSMENTS
	POP CITIES	2023-24
WEST HOLLYWOOD	35,399	4,573
WESTLAKE VILLAGE	8,043	1,025
WESTMINSTER	90,393	10,900
WESTMORLAND	2,004	331
WILDOMAR	36,632	4,715
WHITTIER	87,931	10,617
YORBA LINDA	67,233	8,235
YUCCA VALLEY	21,813	2,760
YUCAIPA	54,494	6,770
SUB-TOTAL	16,693,119	2,010,897
<u>TRIBAL GOVERNMENTS (16)</u>		
AGUA CALIENTE BAND OF CAHUILLA INDIANS	27,090	3,617
AUGUSTIN BAND OF CAHUILLA INDIANS	0	150
CABAZON BAND OF MISSION INDIANS	192	122
CAHUILLA BAND OF MISSION INDIANS	229	126
CHEMEHUEVI INDIAN TRIBE	464	153
COLORADO RIVER RESERVATION	1,213	240
FORT MOJAVE INDIAN TRIBE	253	129
FORT YUMA (QUECHAN TRIBE) RESERVATION	1,876	316
MORONGO-MISSION INDIANS	1,243	243
PECHANGA BAND OF LUISENO INDIANS	582	167
RAMONA BAND OF MISSION INDIANS	0	150
SAN MANUEL BAND OF MISSION INDIANS	137	116
SANTA ROSA BAND OF CAHUILLA INDIANS	131	115
SOBOBA BAND OF LUISENO INDIANS	567	165
TORRES MARTINEZ BAND OF CAHUILLA INDIANS	119	114
TWENTY-NINE PALMS BAND OF MISSION INDIANS	0	150
SUB-TOTAL	34,096	6,073

MEMBERSHIP ASSESSMENT SCHEDULE

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment

Schedule Fiscal Year 2023-24

As of February 1, 2023

	UNINC POP	ASSESSMENTS
	COUNTIES/TOTAL POP CITIES	2023-24
<u>COMMISSIONS (7)</u>		
SBCTA	2,187,665	25,000
RCTC	2,435,525	25,000
VCTC	833,652	10,000
ICTC	179,329	3,500
Transportation Corridor Agency		10,000
OCTA	3,162,245	25,000
Air Districts		10,000
SUB-TOTAL	8,798,416	108,500
TOTAL MEMBERSHIP AND ASSESSMENTS		2,475,224

SCAG SALARY SCHEDULE

	Classification	Ranges						Time Base
		Minimum	Minimum Hourly	Midpoint	Midpoint Hourly	Maximum	Maximum Hourly	
1	Accountant	\$83,859.70	\$40.32	\$98,535.15	\$47.37	\$113,210.60	\$54.43	Monthly
2	Administrative Assistant	\$58,974.29	\$28.35	\$69,294.80	\$33.31	\$79,615.30	\$38.28	Hourly
3	Application Developer	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
4	Applications Administration Supervisor	\$139,338.75	\$66.99	\$163,723.03	\$78.71	\$188,107.31	\$90.44	Monthly
5	Applications Administrator	\$91,574.79	\$44.03	\$107,600.38	\$51.73	\$123,625.97	\$59.44	Monthly
6	Assistant Modeler	\$70,324.72	\$33.81	\$82,631.55	\$39.73	\$94,938.38	\$45.64	Monthly
7	Assistant Regional Planner	\$70,324.72	\$33.81	\$82,631.55	\$39.73	\$94,938.38	\$45.64	Monthly
8	Associate Modeler	\$83,859.70	\$40.32	\$98,535.15	\$47.37	\$113,210.60	\$54.43	Monthly
9	Associate Regional Planner	\$83,859.70	\$40.32	\$98,535.15	\$47.37	\$113,210.60	\$54.43	Monthly
10	Audio/Video Supervisor	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
11	Benefits Administrator	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
12	Budget and Grants Analyst	\$83,859.70	\$40.32	\$98,535.15	\$47.37	\$113,210.60	\$54.43	Monthly
13	Chief Counsel	\$233,233.64	\$112.13	\$284,545.03	\$136.80	\$335,856.43	\$161.47	Monthly
14	Chief Financial Officer	\$233,233.64	\$112.13	\$284,545.03	\$136.80	\$335,856.43	\$161.47	Monthly
15	Chief Government and Public Affairs Officer	\$201,063.48	\$96.67	\$245,297.44	\$117.93	\$289,531.41	\$139.20	Monthly
16	Chief Human Resources Officer	\$201,063.48	\$96.67	\$245,297.44	\$117.93	\$289,531.41	\$139.20	Monthly
17	Chief Information Officer	\$201,063.48	\$96.67	\$245,297.44	\$117.93	\$289,531.41	\$139.20	Monthly
18	Chief Operating Officer	\$261,221.67	\$125.59	\$318,690.44	\$153.22	\$376,159.21	\$180.85	Monthly
19	Chief Planning Officer	\$233,233.64	\$112.13	\$284,545.03	\$136.80	\$335,856.43	\$161.47	Monthly
20	Chief Strategy Officer	\$233,233.64	\$112.13	\$284,545.03	\$136.80	\$335,856.43	\$161.47	Monthly
21	Clerk of the Board	\$149,422.92	\$71.84	\$182,295.96	\$87.64	\$215,169.00	\$103.45	Monthly
22	Communications Supervisor	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
23	Community Engagement Specialist	\$70,324.72	\$33.81	\$82,631.55	\$39.73	\$94,938.38	\$45.64	Monthly
24	Contracts Administrator	\$83,859.70	\$40.32	\$98,535.15	\$47.37	\$113,210.60	\$54.43	Monthly
25	Creative Designer	\$70,324.72	\$33.81	\$82,631.55	\$39.73	\$94,938.38	\$45.64	Monthly
26	Database Administrator	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
27	Department Manager	\$149,422.92	\$71.84	\$182,295.96	\$87.64	\$215,169.00	\$103.45	Monthly
28	Deputy Clerk of the Board	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
29	Deputy Director (Division)	\$173,330.58	\$83.33	\$211,463.31	\$101.67	\$249,596.04	\$120.00	Monthly
30	Deputy Legal Counsel	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
30	Deputy Legal Counsel	\$122,304.00	\$58.80	\$140,670.40	\$67.63	\$159,036.80	\$76.46	Monthly
31	Executive Assistant	\$83,859.70	\$40.32	\$98,535.15	\$47.37	\$113,210.60	\$54.43	Monthly
32	Facilities Supervisor	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
33	Finance Associate	\$58,974.29	\$28.35	\$69,294.80	\$33.31	\$79,615.30	\$38.28	Monthly
34	GIS Application Developer	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
35	GIS Applications Supervisor	\$139,338.75	\$66.99	\$163,723.03	\$78.71	\$188,107.31	\$90.44	Monthly
36	GIS Database Administrator	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
37	Government Affairs Officer	\$76,794.60	\$36.92	\$90,233.65	\$43.38	\$103,672.71	\$49.84	Monthly
38	Human Resources Analyst I	\$70,324.72	\$33.81	\$82,631.55	\$39.73	\$94,938.38	\$45.64	Monthly
39	Human Resources Analyst II	\$83,859.70	\$40.32	\$98,535.15	\$47.37	\$113,210.60	\$54.43	Monthly
40	Internal Auditor	\$149,422.92	\$71.84	\$182,295.96	\$87.64	\$215,169.00	\$103.45	Monthly
41	IT PMO Supervisor	\$139,338.75	\$66.99	\$163,723.03	\$78.71	\$188,107.31	\$90.44	Monthly
42	IT Project Manager	\$91,574.79	\$44.03	\$107,600.38	\$51.73	\$123,625.97	\$59.44	Monthly
43	IT Projects Assistant	\$70,324.72	\$33.81	\$82,631.55	\$39.73	\$94,938.38	\$45.64	Hourly
44	Lead IT Help Desk	\$91,574.79	\$44.03	\$107,600.38	\$51.73	\$123,625.97	\$59.44	Monthly
45	Lead Projects Manager	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
46	Lead Systems Analyst	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
47	Legislative Affairs Analyst	\$76,794.60	\$36.92	\$90,233.65	\$43.38	\$103,672.71	\$49.84	Monthly
48	Management Analyst	\$91,574.79	\$44.03	\$107,600.38	\$51.73	\$123,625.97	\$59.44	Monthly
49	Modeling Supervisor	\$139,338.75	\$66.99	\$163,723.03	\$78.71	\$188,107.31	\$90.44	Monthly
50	Office Assistant	\$49,455.83	\$23.78	\$58,110.60	\$27.94	\$66,765.37	\$32.10	Hourly

SCAG SALARY SCHEDULE

	Classification	Ranges						Time Base
		Minimum	Minimum Hourly	Midpoint	Midpoint Hourly	Maximum	Maximum Hourly	
51	Office Services Specialist	\$49,455.83	\$23.78	\$58,110.60	\$27.94	\$66,765.37	\$32.10	Hourly
52	Payroll Administrator	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
53	Planning Administration Officer	\$149,422.92	\$71.84	\$182,295.96	\$87.64	\$215,169.00	\$103.45	Monthly
54	Planning Supervisor	\$120,119.61	\$57.75	\$141,140.54	\$67.86	\$162,161.47	\$77.96	Monthly
55	Principal Accountant	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
56	Principal Budget and Grants Analyst	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
57	Principal Contracts Administrator	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
58	Principal Human Resources Analyst	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
59	Principal Management Analyst	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
60	Principal Modeler	\$120,119.61	\$57.75	\$141,140.54	\$67.86	\$162,161.47	\$77.96	Monthly
61	Principal Planner	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
62	Public Affairs Specialist	\$70,324.72	\$33.81	\$82,631.55	\$39.73	\$94,938.38	\$45.64	Monthly
63	Senior Accountant	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
64	Senior Administrative Assistant	\$64,399.93	\$30.96	\$75,669.92	\$36.38	\$86,939.91	\$41.80	Hourly
65	Senior Application Developer	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
66	Senior Audio/Visual Technician	\$58,974.29	\$28.35	\$69,294.80	\$33.31	\$79,615.30	\$38.28	Hourly
67	Senior Budget & Grants Analyst	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
68	Senior Contracts Administrator	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
69	Senior Creative Designer	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
70	Senior Database Administrator	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
71	Senior Deputy Legal Counsel	\$173,330.58	\$83.33	\$211,463.31	\$101.67	\$249,596.04	\$120.00	Monthly
72	Senior Economist	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
73	Senior GIS Application Developer	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
74	Senior GIS Database Administrator	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
75	Senior Government Affairs Officer	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
76	Senior Human Resources Analyst	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
77	Senior IT Quality Assurance Analyst	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
77	Senior IT Quality Assurance Analyst	\$108,284.80	\$52.06	\$124,529.60	\$59.87	\$140,774.40	\$67.68	Monthly
78	Senior Legislative Affairs Analyst	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
79	Senior Management Analyst	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
80	Senior Modeler	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
81	Senior Network Engineer	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
82	Senior Office Services Specialist	\$58,974.29	\$28.35	\$69,294.80	\$33.31	\$79,615.30	\$38.28	Monthly
83	Senior Public Affairs Specialist	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
84	Senior Regional Planner	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
85	Senior Systems Engineer	\$109,199.64	\$52.50	\$128,309.58	\$61.69	\$147,419.52	\$70.87	Monthly
86	Special Events Producer	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly
87	Web/Content Administrator	\$99,999.67	\$48.08	\$117,499.62	\$56.49	\$134,999.56	\$64.90	Monthly



900 Wilshire Blvd., Ste. 1700
Los Angeles, CA 90017
Tel: (213) 236-1800
scag.ca.gov

REGIONAL OFFICES

IMPERIAL COUNTY

1503 North Imperial Ave., Ste. 104
El Centro, CA 92243
Tel: (213) 236-1967

ORANGE COUNTY

OCTA Building
600 South Main St., Ste. 741
Orange, CA 92868
Tel: (213) 236-1997

RIVERSIDE COUNTY

3403 10th St., Ste. 805
Riverside, CA 92501
Tel: (951) 784-1513

SAN BERNARDINO COUNTY

Santa Fe Depot
1170 West 3rd St., Ste. 140
San Bernardino, CA 92418
Tel: (213) 236-1925

VENTURA COUNTY

4001 Mission Oaks Blvd., Ste. L
Camarillo, CA 93012
Tel: (213) 236-1960

The Southern California Association of Governments (SCAG) is the nation’s largest metropolitan planning organization and council of governments. To better serve the 18.7 million residents and 191 cities it represents, SCAG has an office in each of its six member counties: Imperial, Los Angeles, Orange, Riverside, San Bernardino and Ventura. For more information about SCAG call (213) 236-1800 or visit us at scag.ca.gov.

**FY 2023-24 Draft Comprehensive Budget
List of Personnel Changes**

No.	Division	Proposed Position	FTE	Work-Time (WT) Budget	Allocated Fringe Benefits (FB)	Total (WT+FB)	FY24 Draft Budget Impact
New Permanent Positions (n=7)							
1	HR	Human Resource Analyst II	1	97,438	65,365	162,803	162,803
2	IT	Senior Application Developer - Application Architect*	1	117,425	78,772	196,197	196,197
3	IT	Lead Systems Analyst - GIS Systems Analyst	1	117,425	78,772	196,197	196,197
4	Finance	Finance Associate	1	63,404	42,534	105,938	105,938
5	Finance	Principal Contracts Administrator	1	117,425	78,772	196,197	196,197
6	Planning	Principal Planner	1	117,425	78,772	196,197	196,197
7	Planning	Senior Regional Planner	1	107,527	72,132	179,659	179,659
New Limited-Term Position (n=1)							
1	GPA	Senior Public Affairs Specialist - Limited Term	1	107,527	72,132	179,659	179,659
Eliminated Limited-Term Positions (n=3)							
1	Planning	Assistant Regional Planner - Limited Term	(1)	(75,625)	(50,731)	(126,356)	(126,356)
2	Planning	Assistant Regional Planner - Limited Term	(1)	(75,625)	(50,731)	(126,356)	(126,356)
3	Planning	Principal Planner - Limited Term	(1)	(117,425)	(78,772)	(196,197)	(196,197)
Position Upgrades (n=4)**							
1	Finance	TBD to Principal Contracts Administrator	1	The incremental fiscal impacts will be determined based on results of internal recruitments and the budget will be added through the future amendment of FY24.			
2	Planning	TBD to Principal Planner	1				
3	Planning	TBD to Principal Planner	1				
4	Planning	TBD to Principal Planner	1				
Total							963,937

* Staff is still evaluating the classification of the position based on the experience and expertise needed for the position to be successful. Following the evaluation process, a position upgrade may be recommended. If a higher classification is recommended, staff is requesting pre-authorization to move forward with the recruitment and hiring of the position at the recommended classification level and the resulting fiscal impact, if needed, will be included in the future amendment of the FY 2023-24 Budget.

** Staff is requesting approval for four position upgrades opportunities for the existing staff. The fiscal impact of this change is not included in the FY 2023-24 Draft Budget as the candidates for the position upgrades have not yet been determined. However, when the candidates are determined, the resulting incremental fiscal impact will be calculated and included in the future amendment of the FY 2023-24 Budget.

Attachment – Classification and Compensation Study: Benefits Enhancements

<u>Proposed Benefit Changes:</u>		<u>Costs:</u>
Health Benefits	Introduce tier system & increase employer contribution for each tier (3): EE Only \$850; EE+1 \$1500, EE+ Fam \$1800; Decrease new employee opt out amount from \$800 to \$200	+\$662,012
Dental PPO	Add coverage for orthodontics	+\$0
Empower 457	Introduce a match for non-management staff up to \$1,500 annually	+\$298,500
Work@SCAG	Increase Monthly Technology Allowance from \$110 to \$140	+\$83,160
Fertility Care	Managed care that provides wrap around services to complement health plans & offers discounts on in-clinic visits & treatments	+\$25,000
Pet Insurance	Not currently offered – voluntary cost to employee; no cost to SCAG	+\$0
Vacation Cash-out	Adopt vacation cash out program as a permanent benefit	+\$0

Total cost of proposed benefits for FY24 Draft Comprehensive Budget is \$1,068,672; however, to offset this cost, \$413,921 has been reallocated from the Transit Reimbursement Program and Vacation Cash Out Program budget lines. The reductions in these budget lines were made based on the actual expenditures in the prior fiscal year. The net increase for the proposed benefits is approximately \$654,751.

Following the completion of an agency-wide classification and compensation study, SCAG adopted a new salary schedule upon Executive/Administration Committee and Regional Council approval of the FY23 Budget Amendment 2. As part of the classification and compensation study, SCAG’s consultant developed a custom total rewards market survey to gather benchmark classification pay ranges and salary data, paid time off accrual rates, benefits and retirement information, and remote work benefits offered. The results of this survey were used to develop both the implemented classification and compensation structure, as well as the comprehensive benefits proposal included in the FY2023-24 Draft Comprehensive Budget.

SCAG administered the comprehensive total rewards survey to the board-approved benchmark agencies, including the City of Long Beach, the City of Pasadena, LA Metro, Metropolitan Transportation Commission, Metropolitan Water District, Orange County, Orange County Transportation Authority, and South Coast Air Quality Management District. San Diego Association of Governments is included as a benchmark agency and was unable to respond to the total rewards survey, but publicly available data was incorporated into the proposal. To gather additional data of comparable agencies, Metropolitan Washington Council of Governments and Sacramento Area Council of Governments also participated in the study. The data used for the benefits proposal was gathered in 2021, and a summary of the proposed enhancements and detailed information on the market survey findings can be found in the sections below.

Findings:

Health Benefits:

SCAG currently contributes \$800 a month to all eligible employees, regardless of the number of dependents enrolled, and has not updated the benefits contribution since 2007. The results of the market survey confirmed that SCAG is significantly behind in medical contributions for staff, and specifically for those who are enrolled in a plan with one or more dependents. SCAG and most benchmark agencies participate in CalPERS Health Plans, and CalPERS premium costs have consistently increased each year. For the 2023 plan year, premiums increased an average of 7% across all offered health plans. To be competitive in the market and keep pace with increasing health premiums, the recommendation is to increase SCAG’s contribution and implement a tiered system to provide a greater contribution for those in plans with dependents. The market average contribution and recommended SCAG contribution is shown below.

	Employee Only	Employee + 1	Employee + 2
SCAG current contribution	\$800	\$800	\$800
Average contribution for benchmark agencies	\$875	\$1,725	\$2,120
SCAG proposed contribution	\$850	\$1,500	\$1,800

To forecast the impact to SCAG’s annual contribution costs as a result of the proposed tiered benefit system, SCAG used current enrollment data to develop assumptions for FY24 enrollment level. The proposed health plan contribution changes would result in a total annual increase of \$662,012, as shown in the tables below.

SCAG Contribution Cost Differences in Current and Proposed Plans (231 new employees)			
	% of New Employees Assumed in Plan* <i>*assumption based on current enrollment distribution</i>	Monthly Contribution - Current Plan	Monthly Contribution - Proposed Plan
EE Only	43.65%	\$800	\$850
EE +1	9.39%	\$800	\$1,500
EE +2	18.78%	\$800	\$1,800
Opt Out	28.18%	\$800	\$200* \$800**
	100.00% (n=231)	Current Plan Annual Cost for 231 staff: \$2,217,600	Proposed Plan Annual Cost for 231 staff: \$2,879,612

SCAG also provides the full \$800 back to employees who opt-out of health insurance. To offset added costs from the proposal, SCAG recommends reducing the cash value of the health insurance opt-out to \$200. This reduced opt-out value would be effective for all new and existing staff who do not currently opt-out (*). The opt-out cash value of \$800 would be grandfathered for all staff currently electing the health insurance opt-out (**). This amount is in alignment with our benchmark agencies. The overall increase for the tiered contribution proposal based on the assumptions is \$662,012.

Retirement Benefits:

SCAG encourages voluntary participation in our deferred compensation 457 plan, and currently provides a 50% match up to \$3,500 annually to most Managers and Directors. Of the 128 employees who contribute to the 457 plan, 25 are eligible for the employer match. With the implementation of PEPR, which reduced overall pension benefits, there is an increased importance on incentivizing employees to plan for their retirement. Over the years, SCAG has seen a large increase in PEPR members, and PEPR staff now make up 62% of the workforce. PEPR employees are newer staff members that are typically not eligible for the 457-employer match, creating inequities in retirement planning. Encouragement of responsible retirement planning and greater equity among SCAG employees will be achieved through the implementation of an employer match for all SCAG employees.

The results of the study showed that benchmark agencies are offering a deferred compensation plan match to all employees. The average employer 457 match was \$1,159. To support attracting and retaining top talent, SCAG recommends implementing a 50% match of up to \$1,500 annually for all non-management employees, with no change to the management match.

Fringe Benefits:

In FY22, SCAG implemented a technology allowance of \$110 per month for all employees to support Work@SCAG, SCAG’s hybrid work program. This allowance is intended to cover a portion of personal expenses staff incur when working remotely including cell phone, utility, and internet usage. SCAG’s recommendation is to increase the monthly technology allowance for staff to \$140 per month to bring this benefit closer to 20% of average monthly cell phone, utility, and internet costs, which represents an employer best practice.

SCAG also engaged our benefits broker, USI, to identify trends and other programs offered by peer agencies, focusing on voluntary benefits. SCAG was able to negotiate the addition of orthodontia coverage under the Delta Dental PPO plan at no additional costs. Other recommended benefits include offering fertility care, pet insurance, and mental health support. SCAG is proposing to add pet insurance as a voluntary benefit for staff, with no additional cost impact to the agency. SCAG also recommends offering benefit vendor, Carrot, which provides a comprehensive managed care fertility plan. Fertility care services are not currently offered in any SCAG health plans, and infertility care is only accessible following a medical diagnosis. Carrot provides personalized, expert support for people exploring their fertility health, pursuing parenthood, already pregnant, or going through menopause or low testosterone — all on an easy-to-access platform. Carrot provides services to complement health plans and offers - inclusivity to all demographics for a total annual cost to the agency of \$25,000 for all employees.

Since FY20, SCAG has been piloting a Vacation Cash Out Program. This program allows an employee to cash out up to 40 hours of vacation, once per fiscal year. Employees must meet certain eligibility requirements including maintaining a minimum of 80 hours of vacation leave after a cash out request is processed and have used at least 40 hours of vacation during the previous fiscal year. The pilot has proven to be a popular program, resulting in 66 employees leveraging this program over the past three years. SCAG recommends adopting the program as a permanent benefit for SCAG employees.

DRAFT FY 2023-24 OVERALL WORK PROGRAM AND PUBLIC COMMENT FORM

Link: <https://scag.ca.gov/post/draft-fy-2023-24-overall-work-program>



MINUTES OF THE MEETING
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
WEDNESDAY, FEBRUARY 1, 2023

THE FOLLOWING MINUTES IS A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE (EAC). AN AUDIO RECORDING OF THE ACTUAL MEETING IS AVAILABLE AT: <http://scag.ig2.com/Citizens/>.

The Executive/Administration Committee (EAC) of the Southern California Association of Governments (SCAG) held its special meeting both in person and virtually (telephonically and electronically), given the declared state of emergency (pursuant to State of Emergency Proclamation dated March 4, 2020) and local public health directives imposing and recommending social distancing measures due to the threat of COVID-19, and pursuant to Government Code Section 54953(e)(1)(A). A quorum was present.

Members Present

Hon. Jan Harnik, President

Sup. Curt Hagman, 2nd Vice President

Hon. Clint Lorimore, Imm. Past President

Hon. Frank Yokoyama, Chair, CEHD

Hon. David J. Shapiro, Vice Chair, CEHD

Hon. Deborah Robertson, Chair, EEC

Hon. Luis Plancarte, Vice Chair, EEC

Hon. Ray Marquez, Chair, TC

Hon. Tim Sandoval, Vice Chair, TC

Hon. Patricia Lock Dawson, Vice Chair, LCMC

Hon. Margaret Finlay, President’s Appt.

Hon. Kathleen Kelly, President’s Appt.

Hon. Larry McCallon, President’s Appt.

Hon. Jose Luis Solache, Chair, LCMC

Hon. Lucy Dunn

Eastvale

Cerritos

Calabasas

Rialto

Chino Hills

Pomona

Riverside

Duarte

Palm Desert

Highland

Lynwood

RCTC

San Bernardino County

District 4

District 23

District 44

District 8

Imperial County

District 10

District 38

District 68

District 35

District 2

District 7

District 26

Business Representative

Members Not Present

Hon. Art Brown, 1st Vice President

Hon. Andrew Masiel, Sr.

Hon. Tim Sandoval, Vice Chair, TC

Buena Park

Pechanga Dev. Corp.

Pomona

District 21

TGRP Representative

District 38



Hon. Nithya Raman, President's Appt.

Los Angeles

District 51

Staff Present

- Kome Ajise, Executive Director
- Darin Chidsey, Chief Operating Officer
- Debbie Dillon, Chief Strategy Officer
- Cindy Giraldo, Chief Financial Officer
- Sarah Jepson, Director of Planning
- Javiera Cartagena, Director of Government and Public Affairs
- Julie Shroyer, Chief Information Officer
- Michael Houston, Chief Counsel, Director of Legal Services
- Ruben Duran, Board Counsel
- Maggie Aguilar, Clerk of the Board
- Cecilia Pulido, Deputy Clerk of the Board

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Honorable Jan Harnik called the meeting to order at 3:01 p.m. President Harnik asked Board Counsel, Ruben Duran, to lead the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

President Harnik opened the Public Comment Period and outlined instructions for public comments. She noted this was the time for persons to comment on any matter pertinent to SCAG's jurisdiction that were not listed on the agenda. She reminded the public to submit comments via email to ePublicComment@scag.ca.gov.

Ruben Duran, Board Counsel, acknowledged there no written public comments received before or after the deadline.

Seeing no public comment speakers, President Harnik closed the Public Comment Period.

REVIEW AND PRIORITIZE AGENDA ITEMS

There was no prioritization of agenda items.

ACTION ITEM

1. Findings to Continue Holding Virtual Regional Council and Committee Meetings under AB 361

There were no public comments on this item.

The comprehensive staff report was included in the agenda packet and posted on the SCAG website. The meeting video is also available on the SCAG website.

A MOTION was made (McCallon) that the Executive/Administration Committee (EAC): (1) make the following findings required by Government Code Section 54953(e)(3) on the basis of the staff report, which is incorporated by this reference, that (i) a proclaimed state of emergency remains active in connection with the COVID-19 public health crisis, (ii) the EAC has reconsidered the circumstances of the state of emergency and (iii) state and local officials continue to impose or recommend measures to promote social distancing in relation to the COVID-19 public health crisis and, further, (2) authorize all legislative bodies of the Southern California Association of Government (SCAG), including the EAC, RC and all committees, subcommittees and task forces established by the RC or SCAG's Bylaws, to utilize remote teleconference meetings pursuant to and in compliance with Brown Act provisions contained in Government Code Section 54953(e). Motion was SECONDED (Marquez) and passed by the following votes:

AYES: Finlay, Hagman, Harnik, Kelly, Lorimore, Marquez, McCallon, Plancarte, Robertson, Shapiro, Solache and Yokoyama (12)

NOES: None (0)

ABSTAIN: None (0)

2. STBG/CMAQ Compliance Action Plan

There were no public comments on this item.

Kome Ajise, Executive Director, reported that the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) found that SCAG met federal requirements except for one corrective action. He noted that this action pertains to SCAG's role in the prioritization and selection of projects funded with Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) funds. He indicated that in partnership with the County Transportation Commission, SCAG staff finalized a Compliance Action Plan to address the federal corrective plan. He noted that approval of this item would authorize SCAG to formally submit the plan to Caltrans and FHWA/FTA.

Annie Nam, Deputy Director of Planning, provided a brief presentation on the action plan. The presentation covered the following topics: key compliance issues raised by FHWA/FTA; what the Compliance Action Plan is; compliance approach; nomination targets; and (5) next steps.

The comprehensive staff report was included in the agenda packet and posted on the SCAG website. The meeting video is also available on the SCAG website.

A MOTION was made (Finlay) that the Executive/Administration Committee (EAC) recommend that the Regional Council approve the STBG/CMAQ Compliance Action Plan for submittal to Caltrans and FHWA/FTA. Motion was SECONDED (Plancarte) and passed by the following votes:

AYES: Finlay, Hagman, Harnik, Kelly, Lock Dawson, Lorimore, Marquez, McCallon, Plancarte, Robertson, Shapiro, Solache and Yokoyama (13)

NOES: None (0)

ABSTAIN: None (0)

CONSENT CALENDAR

There were no public comments on the Consent Calendar.

Approval Items

3. Minutes of the Meeting – January 4, 2023
4. Contract Amendment Greater Than 30% of the Contract's Original Valuer: Contract No. 17-026-C1 Amendment 10, Professional Auditing Services
5. Contracts \$500,000 or Greater: Contract No. 23-003-C01 and 23-003-C02, Videography Services
6. Contracts \$500,000 or Greater: Contract No. 23-018-C01, SCAG's Analytical Platform
7. Contracts \$200,000 or Greater: Contract No. 23-027-C01, Go Human Safety Strategies
8. SCAG Memberships and Sponsorships

Receive and File

9. Purchase Orders, Contract and Amendments below Regional Council Approval Threshold
10. CFO Monthly Report



A MOTION was made (Solache) to approve Consent Calendar, Items 3 through 8; Receive and File Items 9 through 10; and the corrected minutes reflecting attendance by 2nd Vice President Curt Hagman and title update for Art Brown to 1st Vice President. Motion was SECONDED (Finlay) and passed by the following votes:

AYES: Finlay, Hagman, Harnik, Kelly, Lock Dawson, Lorimore, Marquez, McCallon, Plancarte, Robertson, Sandoval, Shapiro, and Yokoyama (13)

NOES: None (0)

ABSTAIN: Lock Dawson on item 3 (1)

CFO REPORT

Cindy Giraldo, Chief Financial Officer, reported significant progress towards the preparation of the fiscal year 2024 budget had been made and that the annual comprehensive financial report had been completed. She also mentioned that on January 19, SCAG hosted the overall work program development and coordination meeting with Caltrans, FTA and FHWA. She indicated that feedback from the meeting was very favorable. She also reported that SCAG remains on track to bring the budget and work program back to the board next month. She also noted that the full REAP 2.0 application was submitted to HCD and that they were hopeful to hear back from HCD by the end of March. Lastly, she mentioned that the advanced application had already been approved and they were hoping to receive the standard agreement for those funds soon.

PRESIDENT'S REPORT

President Harnik reported that there were new members that recently joined the Regional Council and Policy Committees and that there would be an orientation for new members later this month, in addition to a new member orientation in April after local elections for regional council district seats. President Harnik also reported on the recent mobile tours with the Riverside Transit Agency Vine Street Hub, the California Air Resources Board Southern California Headquarters campus and the Los Angeles International Airport (LAX). She also reported on her attendance to the 2023 National Conference of Regions in Washington D.C. along with SCAG staff. She stated they had productive discussions outlining SCAG's federal legislative priorities for this year with staff from Senator Padilla's office and four of our delegation's congressional members: Young Kim of Fullerton, Robert Garcia of Long Beach, Ken Calvert of Corona and Mike Garcia of Santa Clarita. President Harnik also mentioned that this would be the last Regional Council meeting under COVID-19 emergency order and encouraged members to participate in person going forward. She reminded members that the Brown Act requires remote participants provide their location and allow it to be



accessible to the public. Lastly, she noted the next meeting of the EAC was scheduled for Wednesday, March 1, 2023, at 3 p.m.

EXECUTIVE DIRECTOR’S REPORT

Executive Director Kome Ajise provided an updated on the three subcommittees the were formed to look at emerging issues for the Connect SoCal 2024 plan. He reported that the Joint Policy Committee would meet on March 2 to consider the subcommittee recommendations for Connect SoCal 2024 and to inform on-going policy discussion at SCAG. He also reported that Chief Operating Officer Darin Chidsey attended the Mobility 21’s annual Sacramento Delegation Trip and that the purpose of the trip was to advocate for the group’s state legislative priorities for the upcoming legislative year. Lastly, he congratulated the Gateway Cities Council of Government on establishing a new Gateway Cities Affordable Housing Trust, which would fund housing projects for all affordable income categories and help the Gateway Cities meet their housing needs identified in the 6th cycle Regional Housing Needs Assessment.

FUTURE AGENDA ITEMS

There were no future agenda items.

ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

There being no further business, President Harnik adjourned the Meeting of the Executive Administration Committee at 3:33 p.m.

[MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE EAC]

//

Executive / Administration Committee Attendance Report

MEMBERS	CITY	Representing	2022-23														Total M Attend To Dat	
			JUN	30-Jun	1-Jul	JULY	AUG	15-Aug	31-Aug	OCT	NOV	30-Nov	JAN	FEB	MAR	APR		MAY
Hon. Jan Harnik, Chair, President, Chair		RCTC	1	1	1	1	1	1	1	1	1	1	1	1	1	1	12	
Hon. Art Brown, 1st Vice Chair	Buena Park	District 21	1	0	0	1	1	1	1	1	1	1	1	0			9	
Hon. Curt Hagman		San Bernardino County											1	1	1	1	4	
Hon. Clint Lorimore, Imm. Past President	Eastvale	District 4	1	0	1	1	1	0	1	1	1	1	1	1			10	
Hon. Frank Yokoyama, Chair, CEHD	Cerritos	District 23	1	1	1	1	1	1	1	1	1	1	1	1			12	
Hon. David J. Shapiro, Vice Chair, CEHD	Cerritos	District 44	1	1	1	1	1	1	1	1	1	1	1	1			12	
Hon. Deborah Roberston, Chair, EEC	Rialto	District 8	0	1	1	1	1	1	1	1	1	1	1	1			11	
Hon. Luis Plancarte, Vice Chair, EEC		Imperial County	1	1	1	1	1	1	1	1	1	1	1	1			12	
Hon. Ray Marquez, Chair, TC	Chino Hills	District 10	1	1	1	1	0	1	1	1	1	1	1	1			11	
Hon. Tim Sandoval, Vice Chair, TC	Pomona	District 38	0	1	0	0	0	0	0	0	0	0	1	0			2	
Hon. Jose Luis Solache, Chair, LCMC	Lynwood	District 26	1	1	0	0	0	1	0	1	0	1	0	1			6	
Hon. Patricia Lock Dawson, Vice Chair, LCMC	Riverside	District 68													1	1	2	
Hon. Margaret Finlay, President's Appt.	Duarte	District 35	1	1	1	1	1	1	1	0	1	0	1	1			10	
Hon. Kathleen Kelly, President's Appt.	Palm Desert	District 2	1	1	1	1	1	1	1	1	1	1	1	1			12	
Hon. Larry McCallon, President's Appt.	Highland	District 7	1	1	1	1	1	1	1	1	1	1	1	1			12	
Hon. Nithya Ramen, President's Appt.	Los Angeles	District 51	1	1	1	1	1	0	1	0	1	0	0	0			7	
Hon. Andrew Masiel, Sr.	Pechanga Dev. Corporation	Tribal Government Regional Planning Board	0	1	1	1	0	1	1	0	0	1	1	0			7	
Ms. Lucy Dunn, Ex-Officio Member	Lucy Dunn Strategic Issues Mar	Business Representative	1	1	1	1	1	1	1	1	0	0	1	1			10	
			13	14	13	14	12	13	14	12	13	13	16	14	0	0	0	1

Attachment: EAC Attendance Sheet 2022-23 (Minutes of the Meeting - February 1, 2023)



AGENDA ITEM 3
REPORT

Southern California Association of Governments
March 1, 2023

To: Executive/Administration Committee (EAC)

**EXECUTIVE DIRECTOR'S
APPROVAL**

From: Cindy Giraldo, Chief Financial Officer
(213) 630-1413, giraldo@scag.ca.gov

Subject: Resolution Delegating Authority to Chief Financial Officer (CFO) with
Respect to Approving Certain 457(b) Deferred Compensation Plan & Trust
(Plan) Amendments

RECOMMENDED ACTION:

That the Executive Administration Committee (EAC) approve Resolution No. 23-652-1 delegating to the Chief Financial Officer (CFO) the authority to adopt amendments to the 457(b) Deferred Compensation Plan & Trust (Plan) for any of the following purposes: (i) to conform the Plan's terms to applicable law; (ii) to clarify the Plan's intended operation; (iii) to implement any directive of the Regional Council or the EAC; or (iv) to make any other changes to the Plan that the CFO finds necessary or desirable, but only to the extent that any such change does not result in a material increase in the Plan's costs or materially limit the benefits available to participants under the Plan.

STRATEGIC PLAN:

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

EXECUTIVE SUMMARY:

SCAG sponsors and maintains an employer's deferred compensation plan and trust (described as the "Plan" above) for the benefit of its eligible employees. The Regional Council has formally delegated to the EAC responsibility to deal with matters pertaining to human resources, budgets, finance, operations, and certain other matters, including the authority to adopt and amend the Plan. To ensure that Plan participants have access to updated features and benefits and that the Plan remains in legal compliance with applicable laws and regulations in a timely manner, staff recommends delegating certain settlor authority to the CFO as provided in the proposed resolution.

BACKGROUND:

At the June 22, 2020, EAC meeting, the EAC adopted Resolution 20-622-1, whereby the EAC appointed the CFO as the Plan Administrator of the Plan. The primary role of the Plan Administrator is to ensure the fiduciary responsibilities are met for the administration, assets, and investments of

the Plan. Although this action contemplated delegation of the day-to-day administration and oversight of the Plan, the EAC, acting on behalf of the plan sponsor as settlor, retained full authority and responsibility for the amendment of the Plan.

DISCUSSION:

To ensure that Plan participants have access to updated features and benefits and that the Plan remains in legal compliance with applicable laws and regulations in a timely manner, staff recommends delegating certain settlor authority regarding amendment of the Plan to the CFO. Specifically, staff recommends that the EAC delegate to the CFO Plan amendment authority for the following limited and express purposes:

- (i) to conform the Plan's terms to applicable law;
- (ii) to clarify the Plan's intended operation;
- (iii) to implement any directive of the Regional Council or the EAC; or
- (iv) to make any other changes to the Plan that the CFO finds necessary or desirable, but only to the extent that any such change does not result in a material increase in the Plan's costs or materially limit the benefits available to participants under the Plan

Examples of the amendment authority delegated to the CFO include the authority to amend the Plan document to align with the legal provisions and benefits granted under the Secure Act and CARES Act.

FISCAL IMPACT:

There is no fiscal impact of the recommended action.

ATTACHMENT(S):

1. SCAG Resolution Regarding 457 Plan Conferring Authority to CFO



RESOLUTION NO. 23-652-1

A RESOLUTION OF THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) PERTAINING TO SCAG'S 457(B) DEFERRED COMPENSATION PLAN AND TRUST (PLAN) AND DELEGATING SPECIFIED AUTHORITY TO THE CHIEF FINANCIAL OFFICER (CFO) AS EXPRESSLY PROVIDED IN THIS RESOLUTION

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS 900 Wilshire Blvd., Ste. 1700 Los Angeles, CA 90017 T: (213) 236-1800 www.scag.ca.gov

REGIONAL COUNCIL OFFICERS

- President Jan C. Harnik, Riverside County Transportation Commission
First Vice President Art Brown, Buena Park
Second Vice President Curt Hagman, County of San Bernardino
Immediate Past President Clint Lorimore, Eastvale

COMMITTEE CHAIRS

- Executive/Administration Jan C. Harnik, Riverside County Transportation Commission
Community, Economic & Human Development Frank Yokoyama, Cerritos
Energy & Environment Deborah Robertson, Rialto
Transportation Ray Marquez, Chino Hills

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

WHEREAS, the SCAG Regional Council has formally delegated to the Executive/Administration Committee (EAC) responsibility to deal with matters pertaining to human resources, budgets, finance, operations, and certain other matters, which includes the authority to amend the Plan described below;

WHEREAS, SCAG sponsors and maintains the Employer's 457(b) Deferred Compensation Plan and Trust (Plan) for the benefit of its eligible employees;

WHEREAS, the EAC appointed SCAG's Chief Financial Officer (CFO) as plan administrator of the Plan, to be responsible for the administration, assets, and investments of the Plan;

WHEREAS, the CFO established a 457(b) Plan Advisory Committee (Advisory Committee) to provide recommendations on decisions regarding the Plan;

WHEREAS, to ensure participants of the Plan have access to updated features and benefits provided by applicable laws and regulations in a timely manner, staff recommends delegating certain settlor authority related to the amendment of the Plan to the CFO; and

WHEREAS, the EAC deems it to be in the best interest of SCAG and the Plan's participants to delegate certain settlor authority regarding the amendment of the Plan to the CFO.

NOW, THEREFORE, BE IT RESOLVED, THAT the EAC hereby delegates to the CFO the authority to adopt amendments to the Plan for any of the following purposes: (i) to conform the Plan's terms to applicable law; (ii) to clarify the Plan's intended operation; (iii) to implement any directive of the Regional Council or the EAC; or (iv) to make any other changes to the Plan that the CFO finds necessary or desirable, but only to the extent that any such change does not result in a material increase in the Plan's costs or materially limit the benefits available to participants under the Plan; and

Attachment: SCAG Resolution Regarding 457 Plan Conferring Authority to CFO (Resolution Delegating Authority to Chief Financial Officer

BE IT FURTHER RESOLVED THAT any and all amendments to the Plan adopted at any time by the CFO in accordance with the foregoing delegation are hereby ratified and affirmed and given full effect without any further action of the EAC or the Regional Council.

PASSED, APPROVED AND ADOPTED by the Regional Council of the Southern California Association of Governments at its regular meeting this 1st day of March, 2023.

Jan C. Harnik
President, SCAG
Riverside County Transportation Commission

Attested by:

Kome Ajise
Executive Director

Approved as to Form:

Michael R.W. Houston
Chief Counsel



AGENDA ITEM 4
REPORT

Southern California Association of Governments
March 1, 2023

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

**EXECUTIVE DIRECTOR'S
APPROVAL**

From: Cindy Giraldo, Chief Financial Officer
(213) 630-1413, giraldo@scag.ca.gov

Subject: Contract Amendment Greater Than 30% of the Contract's Original Value
and \$150,000 or Greater: Contract No. 21-012- C01, Amendment No. 2,
Microsoft Enterprise Software License Agreement

RECOMMENDED ACTION:

Approve Amendment No. 2 to Contract No. 21-012-C01, Microsoft Enterprise Software License Agreement, with Insight Public Sector, in an amount not to exceed \$70,000, increasing the contract value from \$450,991 to \$520,991 to provide additional software licenses for SCAG's Microsoft Enterprise Agreement (EA), Professional Direct Support for Microsoft 365, and Azure AD Premium 2. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract amendment on behalf of SCAG.

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 3: Be the foremost data information hub for the region.

EXECUTIVE SUMMARY:

On September 3, 2020, SCAG awarded Contract 20-012-C01 to Insight Public Sector to provide SCAG a Microsoft E3 Enterprise License Agreement. SCAG's Microsoft Enterprise License Agreement consolidates all Microsoft licenses used at SCAG for both staff machines and servers. This includes licensing for Office 365, which provides access to various cloud-based productivity applications and communication platforms such as Skype for Business and Microsoft Teams.

On November 5, 2022, staff subsequently received the Regional Council's approval to amend the contract (Amendment No. 1) due to a Microsoft announcement of the retirement of Skype for Business. This discovery required staff to perform an update of its main form of communication from Skype for Business to Microsoft Teams. In order to accomplish this update and continue to provide robust communication and collaboration tools, SCAG needed to upgrade Office 365 from E3 license tier to E5.



Amendment No. 2. Increases the contract value from \$420,991 to \$490,991 (\$70,000). The increase is due to projected growth and support needs that include, but are not limited to:

- 1. Additional Office 365 user licenses for staff,**
- 2. Microsoft 365 direct support,**
- 3. Additional Project P3 licenses for planning staff, and**
- 4. Azure Active Directory Premium P2 licenses for IT administration.**

Amendment No. 2 when combined with a previous amendment exceeds \$150,000 and is greater than 30% of the contract's original value. Therefore, in accordance with SCAG Procurement Manual (January 2021) Section 9.3, requires the Regional Council's approval.

BACKGROUND:

Staff recommends executing the following amendment greater than 30% of its original value:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Amendment Amount</u>
Insight Public Sector (21-012-C01)	The vendor will provide additional Microsoft Office 365 E5 licenses, Professional Direct Support for Microsoft 365, and Azure AD Premium 2.	\$70,000

FISCAL IMPACT:

Funding of \$70,000 is available in the FY 2022-23 Indirect Cost Budget in Project Number 811-1163.08, and the remaining balance will be requested in future fiscal year budget(s), subject to budget availability.

ATTACHMENT(S):

1. Contract Summary 21-012-C01 Amendment No. 2
2. Contract Summary 21-012-C01 Amendment No. 2 COI

CONSULTANT CONTRACT 20-012-C01 Amendment No. 2

Consultant: Insight Public Sector

Background & Scope of Work: On September 3, 2020, SCAG awarded Contract 20-012 to Insight Public Sector to provide SCAG a Microsoft Enterprise License Agreement. SCAG’s Microsoft Enterprise License Agreement consolidates all Microsoft licenses used at SCAG for both staff machines and servers. This includes licensing for Office 365, which provides access to various cloud-based productivity applications and communication tools such as Microsoft Teams.

On November 5, 2022, staff subsequently received the Regional Council’s approval to amend the contract (amendment no. 1) due to a Microsoft announcement of the retirement of Skype for Business. This discovery required staff to perform an update of its main form of communication from Skype for Business to Microsoft Teams. In order to accomplish this update and continue to provide robust communication and collaboration tools, SCAG needed to upgrade Office 365 from E3 license tier to E5. This amendment increased the contract value from \$260,991 to \$420,991 (\$160,000).

Amendment no 2. Increases the contract value from \$420,991 to \$490,991 (\$70,000). The increase is due to projected growth and support needs that include, but are not limited to:

1. Additional Office 365 user licenses for staff,
2. Microsoft 365 direct support,
3. Additional Project P3 licenses for planning staff, and
4. Azure Active Directory Premium P2 licenses for IT administration

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

- Provide staff with an up-to-date Microsoft collaboration and communication tools such as Microsoft Teams and OneDrive.
- Ensure staff have access to cloud-based productivity applications;
- Provide advanced security and compliance capabilities.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 3: Be the foremost data information hub for the region; Objective: Model best practices by prioritizing continuous improvement and technical innovations through the adoption of interactive, automated, and state-of-the-art information tools and technologies.

Amendment	Amendment 2	\$70,000
Amount:	Amendment 1	\$160,000
	Original contract value	<u>\$260,991</u>
	Total contract value is not to exceed	\$490,991

This amendment when combined with a previous amendment exceeds \$150,000, as well as 30% of the contract’s original value. Therefore, in accordance with SCAG Procurement Manual (January 2021) Section 9.3, it requires the Regional Council’s approval.

Contract Period: October 1, 2020 – September 30, 2023

Project Number: 811-1163.08 – Indirect Cost Program Budget

Funding of \$70,000 is available in the FY 2020-23 Indirect Cost Program Budget in Project Number 811-1163.08, and the remaining balance will be requested in future fiscal year budget(s), subject to budget availability.

Basis for the Amendment:

In accordance with SCAG’s Contract Manual Procurement Manual (January 2021) Section 9.3, to foster greater economy and efficiency, SCAG’s federal procurement guidance (49 CFR Part 18, Section 18.36 [b] [5]) authorizes SCAG to procure goods and services by entering into MSA’s. SCAG utilized an MSA with the County of Riverside (Participating Agreement RIVCO 20800-013-12/19, Enterprise Agreement No. 01E73970). This agreement is specifically designed for use by local agencies to leverage combined purchasing power for discounted volume pricing and qualification for programs such as Microsoft EA. Any new licenses added by SCAG are purchased annually at the end of Years 1, 2 and 3 in what is termed a license “true up” program. This once-a-year program reduces the administrative burden and compliance risk of tracking and purchasing licenses for new staff or newly-added applications during the year.

It is of critical importance to SCAG operations that this agreement for additional licenses is approved. SCAG utilizes Microsoft software on a daily basis for Information Technology (IT) infrastructure (servers and desktops), Customer Relationship Management (CRM) system, phone and web meeting systems, modeling systems, and custom applications that serve our members, including the Federal Transportation Improvement Program (FTIP), Regional Transportation Plan/Sustainable Community Strategies (Connect Social) websites and public comments, InterGovernmental Review system (IGR), Finance Division systems, SCAG websites and SCAG employee Intranet portal, SCAGHub. Software includes Visual Studio and Team Foundation Server for software development, Windows Server operating system, Microsoft Office 365, Microsoft Customer Relationship Management (CRM), SQL Server databases, Skype for Business communications software, Teams, SharePoint web and collaboration software, and Exchange email suite.

**Conflict Of Interest (COI) Form - Attachment
For March 3, 2023 Regional Council Approval**

Approve Amendment No. 2 to Contract No. 21-012-C01, Microsoft Enterprise Software License Agreement, with Insight Public Sector, in an amount not to exceed \$70,000, increasing the contract value from \$450,991 to \$520,991 to provide additional software licenses for SCAG’s Microsoft Enterprise Agreement (EA), Professional Direct Support for Microsoft 365, and Azure AD Premium 2. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract amendment on behalf of SCAG.

The consultant team for this contract includes:

Consultant Name	Did the consultant disclose a conflict in the Conflict of Interest Form they submitted with its original proposal (Yes or No)?
Insight Public Sector	No - form attached

SCAG CONFLICT OF INTEREST FORM

RFP No./Contract No. 21-012-C01

SECTION I: INSTRUCTIONS

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

In order to answer the questions contained in this form, please review SCAG’s Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG’s Regional Council members. All three documents can be viewed online at <https://scag.ca.gov>. The SCAG Conflict of Interest Policy is located under “GET INVOLVED”, then “Contract & Vendor Opportunities” and scroll down under the “Vendor Contracts Documents” tab; whereas the SCAG staff may be found under “ABOUT US” then “OUR TEAM” then “Employee Directory”; and Regional Council members can be found under “MEETINGS”, then scroll down to “LEADERSHIP” then select “REGIONAL COUNCIL” on the left side of the page and click on “Regional Council Officers and Member List.”

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

Name of Firm: Insight Public Sector
Name of Preparer: Erica Falchetti
Project Title: Microsoft Enterprise Agreement
Date Submitted: 2/17/2023

SECTION II: QUESTIONS

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

YES NO

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

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an employee of SCAG or served as a member of the SCAG Regional Council within the last twelve (12) months?

YES NO

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

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to an employee of SCAG or member of the SCAG Regional Council that is considering your proposal?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

4. Does an employee of SCAG or a member of the SCAG Regional Council hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES NO

If "yes," please list name and the nature of the relationship:

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any current employee of SCAG or member of the SCAG Regional Council (including contributions to a political committee created by or on behalf of a member/candidate)?

YES NO

If "yes," please list name, date gift or contribution was given/offered, and dollar value:

Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

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

DECLARATION

I, (printed full name) Erica Falchetti, hereby declare that I am the (position or title) Sr. SLED Market Leader of (firm name) Insight Public Sector, Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 2/17/2023 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.

Erica Falchetti

2/17/2023

Signature of Person Certifying for Proposer
(original signature required)

Date

NOTICE

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



AGENDA ITEM 5
REPORT

Southern California Association of Governments
March 1, 2023

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

From: Anikka Van Eyl, Associate Regional Planner
(213) 630-1452, vaneyl@scag.ca.gov

Subject: Approval of Guidelines and Authorization to Release the Call for
Fellowship Providers

**EXECUTIVE DIRECTOR'S
APPROVAL**

RECOMMENDED ACTION:

Recommend approval of the Call for Fellowship Provider Guidelines and authorize staff to release the Call for Fellowship Providers, upon approval of SCAG’s full Regional Early Action Planning Grant (REAP 2.0) application by the State Partners. Authorize the SCAG Executive Director or his designee to revise the Guidelines as needed for compliance with the REAP 2.0 program and/or feedback from the State Partners, and to enter into agreements with awarded fellowship providers under this program and execute all documents incident to the agreements, including issuance of conditional award letters.

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 5: Recruit, support, and develop a world-class workforce and be the workplace of choice.

EXECUTIVE SUMMARY:

SCAG has been a strong supporter of critical fellowship programs across the region that work with SCAG, local jurisdictions, and other partners to address complex problems facing the region. SCAG will release a Call for Fellowship Providers to establish a list of approved Fellowship Providers who would be eligible for grants, as funding becomes available, with experience in SCAG’s program areas. Fellowships will be funded by a variety of grant sources including the State of California (State) Regional Early Action Planning Grant Program (REAP 2.0) and Senate Bill 1 (SB1), the Road Repair and Accountability Act of 2017. SCAG anticipates releasing the Call for Fellowship Providers upon securing approval and authorization from the Regional Council and State Partners.

BACKGROUND:

Since 2015, SCAG has partnered with different fellowship providers to deploy nearly 280 fellows seeking to enhance their experience and education on relevant and timely planning issues facing Southern California. Prior fellowships such as Civic Sparks and the Randall Lewis Health & Policy Fellows have been funded through CivicWell and Partners for Better Health. Fellows come from

over 16 universities and are seeking to establish a career in and studying or bring professional experience in the areas of urban planning, public administration, public policy, data science, health administration, business, public health, or related areas of study. The fellowship programs help prepare the fellows for a future in the public sector.

CALL FOR FELLOWSHIP PROVIDERS

This Call for Fellowship Providers will provide grants, as funding becomes available, to approved Fellowship Providers that will place students from local universities and/or professionals seeking to work on regional planning issues, expand their experience base, and contribute to the realization of Connect SoCal, SCAG's Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). Fellows will be seeking to establish a career in and studying or bring professional experience in the areas of urban planning, public administration, public policy, data science, health administration, business, public health, or related areas of study. The fellowship programs will help prepare the fellows for a future in the public sector.

SCAG is looking to establish a list of approved Fellowship Providers who would be eligible for grants, as funding becomes available, with experience in the following program areas:

- Climate Adaptation/Mitigation
- Economic Development
- Equity
- Housing
- Land Use
- Mobility
- Public Health
- Resilience
- Resource Conservation
- Sustainability
- Transportation

Fellowship providers may be public, private, nonprofit, or Tribal Governmental entities. Grants will be provided as funding opportunities become available and in alignment with the core goals and objectives of the grant funding source. Grants will be provided as funding opportunities become available and in alignment with the core goals and objectives of the grant funding source. It is estimated that grant terms will extend between 9 to 24 months. This Call establishes the goals and objectives of this program and the evaluation criteria that SCAG will utilize to create a list of approved Fellowship Providers who will be eligible to receive grant funding from SCAG, as funding becomes available.

FUNDING SOURCES

Fellowships will be funded by a variety of grant sources. Potential funding sources include the State of California (State) Regional Early Action Planning Grant Program (REAP 2.0) and Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017. To align with the REAP 2.0 funding priorities, fellowships funded through REAP 2.0 must advance implementation of the region's Sustainable Communities Strategy (SCS) and support transformative planning activities. REAP 2.0 explicitly aims to meet three key objectives – accelerate infill development, reduce Vehicle Miles Traveled (VMT), and support Affirmatively Furthering Fair Housing (AFFH). SB1 supports the implementation of the RTP/SCS and supports greenhouse gas (GHG) emissions reductions. Fellowship providers and fellowships funded by SB1 must have a transportation nexus and are expected to directly benefit the multi-modal transportation system. Fellowships must also include an integrated approach to land use and transportation planning, and further a coordinated approach to planning.

EVALUATION CRITERIA

The following evaluation criteria will be used to establish the list of approved Fellowship Providers who will be eligible for grant funding. The evaluation criteria will focus on four main categories:

- Fellowship Provider Experience
- Fellowship Alignment with Program Objectives
- Fellowship Administration
 - Demonstratable experience working with government agencies
 - Demonstratable experience as a Fellowship Provider working with federal and state grant funds and related invoicing and reporting requirements.

Each application will be evaluated on a 5-point scale to establish a list of approved fellowship providers. Successful submittal of an application for this Call for Fellowship Providers and being placed on the list of approved Fellowship Providers does not guarantee grant funds or any other funding sources.

TIMELINE AND NEXT STEPS

Pending approval and authority to release the Call for Fellowship Providers from Regional Council and State partners, SCAG anticipates opening the Call for Fellowship Providers in the spring of 2023 and awarding grants as funding becomes available.

FISCAL IMPACT:

There is no immediate fiscal impact as a result of the recommended actions. Funding for the REAP 2.0 work program is available in the FY 2023-24 Overall Work Program (OWP) budget (305.4927.01: REAP 2.0 – Early Program Initiatives). SB1 funding for this program will be included in the FY2024/2025 budget.

ATTACHMENT(S):

1. Call for Fellowship Providers Guidelines and Application

Southern California Association of Governments

2023 – 2027 Call for Fellowship Providers

PROGRAM GUIDELINES

The Southern California Association of Governments (SCAG) is seeking to provide grants to Fellowship Providers, through this Call for Applications, to leverage and support its efforts and those of its partners in the SCAG region. Through this Call, SCAG seeks to create opportunities for early-career and mid-career fellows to gain experience and proficiency in public service and to make meaningful positive impact in the SCAG region.

BACKGROUND

SCAG is a federally designated Metropolitan Planning Organization (MPO) for Southern California and under state law is a Regional Transportation Planning Agency and a Council of Governments. The SCAG region encompasses six counties (Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura) and 191 cities covering more than 38,000 square miles. SCAG develops long-range regional transportation plans, including sustainable communities' strategy and growth forecast components, regional transportation improvement programs, regional housing needs allocations, and a portion of the South Coast Air Quality management plans.

SCAG has been a strong supporter of critical fellowship programs across the region that work with SCAG, local jurisdictions, and other partners to address complex problems facing the region. Since 2015, SCAG has partnered with different fellowship providers to deploy nearly 280 fellows seeking to enhance their experience and education on relevant and timely planning issues facing Southern California.

This Call for Fellowship Providers will provide grants, as funding becomes available, to approved Fellowship Providers that will place students from local universities and/or professionals seeking to work on regional planning issues, expand their experience base, and contribute to the realization of [Connect SoCal](#), SCAG's Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). Fellows will ideally be seeking to establish a career in and studying or bring professional experience in the areas of urban planning, public administration, public policy, data science, health administration, business, public health, or related areas of study. The fellowship programs will help prepare the fellows for a future in the public sector.

SCAG PROGRAM AREAS

SCAG is looking to establish a list of approved Fellowship Providers who would be eligible for grants, as funding becomes available, with experience in the following program areas:

- Climate Adaptation/Mitigation
- Economic Development
- Equity
- Housing

- Land Use
- Mobility
- Public Health
- Resilience
- Resource Conservation
- Sustainability
- Transportation

Fellowship providers may be public, private, nonprofit, or Tribal Governmental entities. Grants will be provided as funding opportunities become available and in alignment with the core goals and objectives of the grant funding source. Individual fellowships offered as a result of this Call will occur during an established grant term that will align with the grant funding source. It is estimated that grant terms will extend between 9 to 24 months. This Call establishes the goals and objectives of this program and the evaluation criteria that SCAG will utilize to create a list of approved Fellowship Providers who will be eligible to receive grant funding from SCAG, as funding becomes available.

PROGRAM FUNDING

Fellowships will be funded by a variety of grant sources. Potential funding sources include the State of California (State) Regional Early Action Planning Grant Program (REAP 2.0) and Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017.

REAP 2.0 Funding

REAP 2.0 funds transformative planning and implementation activities that meet housing and equity goals, reduce vehicle miles traveled (VMT), and advance implementation of the region's Sustainable Communities Strategy (SCS). REAP 2.0 is explicitly intended to meet multiple objectives:

- Accelerate Infill Development that Facilitates Housing Supply, Choice, and Affordability;
- Affirmatively Further Fair Housing; and
- Reduce Vehicle Miles Traveled.

Any fellowship provider that is funded by REAP 2.0, must meet the funding objectives established by REAP 2.0 such as be located in an infill area and align with the above three objectives.

SB1 Funding

SB1 grant funding supports the implementation of the Regional Transportation Plan (RTP) Sustainable Communities Strategies (SCS) and supports greenhouse gas (GHG) emissions reductions. Fellowship providers and fellowship funded by SB1 must have a transportation nexus and are expected to directly benefit the multi-modal transportation system. Additionally, fellowships funded by SB1 shall support and advance the following objectives:

- sustainability,

- accessibility,
- safety,
- preservation,
- innovation,
- economic vitality,
- public health, and
- social equity, and
- provide other important community benefits.

Those funded shall also include an integrated approach to land use and transportation planning, and further a coordinated approach to planning. Given the inclusion of SB1 funds, any city and county who receives SB1 funds is required to have a housing element in substantial compliance with the State housing element law and must submit updated housing element Annual Progress Reports at the time of award notice.

CALL FOR FELLOWSHIP PROVIDERS OVERVIEW

SCAG seeks to provide grants to Fellowship Providers, as funding becomes available, with experience in the program areas described above to create opportunities for early-career and mid-career fellows to gain experience and proficiency in public service and to make meaningful positive impact in the SCAG region.

As part the application process, SCAG will solicit information around the fellowship program, including:

- a. Brief description of the organization.
- b. The process for identifying, selecting, and matching the program and fellow recipients.
- c. The program’s commitment to justice, equity, diversity, and inclusion throughout the matching program and fellow selection process.
- d. The number of hours and overall duration required of each fellow to successfully complete the program.
- e. The estimated stipend for each fellow, the administrative costs associated with each fellow, and any other costs associated with the program.
- f. The cost of participating in your fellowship program and any matching costs from your organization or other partners.
- g. The timeline for each fellowship cycle, including the schedule for recruitment.
- h. Deliverables required from the fellow and fellowship recipient throughout the program and at the conclusion.
- i. Please list and describe any other requirements associated with the fellowship and any restricted activities.

EVALUATION CRITERIA

The following evaluation criteria will be used to establish the list of approved Fellowship Providers who will be eligible for grant funding. Responses to this Call for Fellowship Providers will be evaluated based on the following criteria:

1. **Fellowship Provider Experience**

Demonstrable experience as a Fellowship Provider in the SCAG region creating opportunities for early-career and mid-career fellows to gain experience and proficiency in public service. [5 points maximum]

2. **Fellowship Alignment with Program Objectives**

Demonstrable experience providing services and support in alignment with SCAG's program areas and the REAP 2 and SB1 objectives. [5 points maximum]

3. **Fellowship Administration**

Demonstrable experience in administering fellowships.

A. Demonstrable experience working with governmental agencies. Please include references. [5 points maximum]

B. Demonstrable experience as a Fellowship Provider working with federal and state grant funds and related invoicing and reporting requirements. [5 points maximum]

Successful submittal of an application for this Call for Fellowship Providers and being placed on the list of approved Fellowship Providers does not guarantee grant funds or any other funding sources.

Grants will be awarded as funding is identified in alignment with the goals, objectives, and eligible activities within the funding source. As grant funds are identified, approved Fellowship Providers with expertise in the applicable program area will be contacted to confirm availability, capacity, and interest in the grant and alignment with SCAG's goals and the funding criteria.

REIMBURSEMENT

All Grantees will enter into a Memorandum of Understanding (MOU) with SCAG and must submit invoices and progress reports to SCAG monthly to receive reimbursement. Additional project reporting may be required based on the funding source. Invoices must follow the requirements set forth in the MOU and SCAG's regular invoicing procedures and must comply with applicable state and/or federal requirements.

After the MOU is executed, the Grantee may submit invoices to SCAG for reimbursement for eligible activities as specified in the signed MOU. Expenditure reimbursement requires prior authorization of eligible projects and activities.

SCAG will only reimburse for costs as specified in the signed MOU with the awarded Grantee selected to perform the work. No costs will be reimbursed prior to the MOU execution.

REPORTING REQUIREMENTS

Consistent with SCAG’s Overall Work Program reporting procedures and Subrecipient Monitoring Policies and Procedures, the awarded Grantee will be required to provide progress reports and itemized invoices to track progress through the term of the MOU. Progress will be measured according to the tasks, deliverables, costs, and timeline. In addition, Grantees funded by REAP 2.0 program will be required to provide data on SCAG-defined metrics through June 30, 2026. Metrics will be developed with the Grantee as part of the progress reporting process.

Please respond to this Request for Qualifications by [MONTH, XX], 2023 to the Southern California Association of Governments.

For more information, please contact Anikka Van Eyl, Associate Regional Planner, at vaneyl@scag.ca.gov.

CALL FOR FELLOWSHIP PROVIDERS APPLICATION

Issued: [TBD]

Submit completed applications along with all required attachments to: vaneyl@scag.ca.gov

Responses due by 5:00 p.m. on [MONTH, DAY], 2023.

Submit questions or request additional information by email with "Call for Fellowship Providers" in the subject line to Anikka Van Eyl, Associate Regional Planner, vaneyl@scag.ca.gov.

Note: Successful submittal of an application for this Call for Fellowship Providers and being placed on the list of approved Fellowship Providers does not guarantee grant funds or any other funding sources. Funding sources and objectives are subject to change depending on the availability of funds.

APPLICATION INSTRUCTIONS

To be considered for the list of approved Fellowship Providers and potential grant funding, the fellowship provider must be eligible and file a completed application with all required attachments before the close of the call for applications.

SCORING RUBRIC

Scoring Criteria		Points
General Information and Fellowship Program Overview		Not scored
1	Fellowship Provider Experience	5
2	Fellowship Alignment with Program Objectives	10
3	Fellowship Administration	10
3.1	Experience working with government agencies	
3.2	Experience working with federal and state funding	
Total Points		20

[Required but not scored]

GENERAL INFORMATION

Organization Information

Organization Name:

Organization Address:

City:

State:

County:

Service Area:

Contact Information

Primary Contact Name:

Title:

Department:

Email:

Phone Number:

Brief Description of Organization or Mission Statement:

Primary Services provided:

Areas of specialty:

Fellowship Details

This Call for Fellowship Providers is seeking applications from organizations that coordinate an existing, established fellowship program. In the following section, please describe your organization's existing fellowship program in more detail.

Fellowship Program Overview

1. Please provide a brief overview of the fellowship program and its history. Please describe the types of organizations that have received fellows in the past and provide examples.
2. Please describe the process for identifying, selecting, and matching the program and fellow recipients.
3. Please describe the timeline for each fellowship cycle, including the schedule for fellow and site recruitment and selection, fellow and site matching, and evaluation.
4. Please describe how the program considers justice, equity, diversity, and inclusion throughout the matching program and fellow selection process.

Fellowship Structure

5. Average number of fellows placed annually:
6. Term length and total number of hours required of each fellow to successfully complete the program:

7. Please describe the deliverables required from the fellow and fellowship recipient throughout the program and at the conclusion of the fellowship.
8. Estimated stipend for each fellow:

Budget and Cost Estimates

9. Please describe the administrative costs associated with each fellow and any other costs associated with the program.
10. Please describe the cost of participating in your fellowship program and any matching costs from your organization or other partners.
11. Please list and describe any other requirements associated with the fellowship and restricted activities.

[Required and scored]

APPLICATION

1. **Fellowship Provider Experience** [5 points maximum]
 Please describe your organization’s experience as a Fellowship Provider in the SCAG region and the goals and outcomes of the fellowship program. Describe how the fellowship program has developed opportunities for early-career and mid-career fellows to gain experience and proficiency in public service.

Points	Fellowship Provider Experience	Score
5 Points	Applicant presents excellent experience as a fellowship provider in the SCAG region, clearly identifies goals and measurable outcomes of fellowship program, and clearly describes how fellows gain tangible experience and proficiency and excellence in public service. Demonstrates provider’s readiness by describing two or more (2+) examples of existing efforts such as prior fellows’ experience or site placements completed or in progress to support the fellowship program.	For Reviewer Only
4 Points	Applicant presents strong experience as a fellowship provider in the SCAG region, somewhat identifies goals and outcomes of fellowship program, and describes how fellows gain tangible experience and proficiency in public service. Demonstrates provider’s readiness by describing two or more (2+) examples of existing efforts such as prior fellows’ experience or site placements completed or in progress to support the fellowship program.	For Reviewer Only
3 Points	Applicant presents suitable experience as a fellowship provider in the SCAG region, somewhat identifies goals and outcomes of fellowship program, and an adequate description of how fellows gain experience and proficiency in public service. Demonstrates provider’s readiness by describing one or more (1+) examples of	For Reviewer Only

	existing efforts such as prior fellows’ experience or site placements completed or in progress to support the fellowship program.	
2 Points	Applicant presents limited experience as a fellowship provider in the SCAG region, does not adequately identify goals and outcomes of fellowship program, and does not adequately how fellows gain experience and proficiency in public service. Demonstrates provider’s readiness by describing one or more (1+) examples of existing efforts such as prior fellows’ experience or site placements completed or in progress to support the fellowship program.	For Reviewer Only
1 Point	Applicant presents weak or no experience as a fellowship provider in the SCAG region, and does not adequately identify goals and outcomes of fellowship program or how fellows gain experience and proficiency in public service. Demonstrates provider’s readiness by describing zero (0) examples of existing efforts such as prior fellows’ experience or site placements completed or in progress to support the fellowship program.	For Reviewer Only

2. **Fellowship Alignment with Program Objectives** [5 points maximum]

Please describe your organization’s experience providing services and support in alignment with SCAG’s program areas including: climate adaptation/mitigation, economic development, equity, housing, land use, mobility, public health, resilience, resource conservation, sustainability, and transportation.

Describe how the fellowship program directly addresses at least one (1) of the following funding objectives established by REAP 2.0 and SB1 funding.

- Accelerate infill development that facilitates housing supply, choice, and affordability
- [Affirmatively further fair housing \(AFFH\)](#)
- Reduce vehicle miles traveled (VMT)
- Reduce greenhouse gas emissions
- Support implementation of SCAG’s adopted RTP/SCS, Connect SoCal

Points	Fellowship Alignment with Program Objectives	Score
5 Points	Application presents an excellent description of how the fellowship provider directly addresses three or more (3+) of the REAP 2.0 and SB1 objectives and a detailed description of three or more (3+) of SCAG’s program areas they are currently addressing or plan to address within their fellowship program or organization.	For Reviewer Only
4 Points	Applicant presents a strong description of how the fellowship provider directly addresses two or more (2+) of the REAP 2.0 and SB1 objectives and a description of two or more (2+) of SCAG’s program areas they are currently addressing or plan to address within their fellowship program or organization.	For Reviewer Only

3 Points	Applicant presents a suitable description of how the fellowship provider directly addresses one or more (1+) of the REAP 2 and SB1 objectives and a description of one or more (1+) of SCAG’s program areas they are currently addressing or plan to address within their fellowship program or organization.	For Reviewer Only
2 Points	Applicant presents a limited description of how the fellowship provider directly addresses at least one (1) of the REAP 2 or SB1 objectives and an inadequate description of at least one (1) of SCAG’s program areas they are currently addressing or plan to address within their fellowship program or organization.	For Reviewer Only
1 Point	Applicant presents a weak or does not address how the fellowship provider addresses the funding objectives or SCAG’s program areas.	For Reviewer Only

3. Fellowship Administration

In the following section, please describe your organization’s experience in administering fellowships.

A. Experience working with government agencies [5 points maximum]

Please describe your organization’s experience working with state and federal governmental agencies in the administration of the fellowship program. Please include three (3) references. References can be from government agencies, funders, site placements, or prior fellows who have participated in the fellowship program.

Reference #1

Organization Name:
 Primary Contact Name:
 Title:
 Email:
 Phone Number:

Reference #2

Organization Name:
 Primary Contact Name:
 Title:
 Email:
 Phone Number:

Reference #3

Organization Name:
 Primary Contact Name:
 Title:
 Email:
 Phone Number:

Points	Experience working with government agencies	Score
5 Points	Application includes three (3) references and provides an exceptional description of how the fellowship provider has previously worked with state and/or federal government agencies.	For Reviewer Only
4 Points	Application includes two (2) references and provides a strong description of how the fellowship provider has previously worked with state and/or federal government agencies.	For Reviewer Only
3 Points	Application includes at least one (1) reference and provides a suitable description of how the fellowship provider has previously worked with state and/or federal government agencies.	For Reviewer Only

2 Points	Application includes at least one (1) reference and provides a limited description of how the fellowship provider has previously worked with state and/or federal government agencies.	For Reviewer Only
1 Point	Application does not include any references (0) and provides a limited description of how the fellowship provider has previously worked with state and/or federal government agencies.	For Reviewer Only

B. Experience working with federal and state funding [5 points maximum]

Please describe your experience as a Fellowship Provider working with federal and state grant funds. Please describe how your agency has handled related invoicing and reporting requirements with applicable state and/or federal requirements including tasks, deliverables, costs, and timeline.

Points	Experience working with federal and state grant funds	Score
5 Points	Applicant has exceptional experience working with state and/or federal grant funding. Applicant has strong experience working with related invoicing or reporting requirements.	For Reviewer Only
4 Points	Applicant has strong experience working with state and/or federal funding sources. Applicant has moderate experience working with related invoicing and reporting requirements.	For Reviewer Only
3 Points	Applicant has moderate experience working with state and/or federal funding sources. Applicant may have limited experience working with related invoicing and reporting.	For Reviewer Only
2 Points	Applicant has limited experience working with state and/or federal funding source but applicant has some invoicing and reporting experience with other funding sources.	For Reviewer Only
1 Point	Applicant has weak or no experience working with state and/or federal funding sources and limited or no invoicing and/or reporting experience.	For Reviewer Only



AGENDA ITEM 6
REPORT

Southern California Association of Governments
March 1, 2023

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Javiera Cartagena, Chief Government and Public Affairs Officer
(213) 236-1980, cartagena@scag.ca.gov
Subject: SCAG Memberships and Sponsorships

**EXECUTIVE DIRECTOR'S
APPROVAL**

RECOMMENDED ACTION:

Approve up to \$32,500 to renew SCAG memberships with 1) the Southern California Leadership Council (SCLC) (\$20,000), 2) California Contract Cities Association (CCCA) (\$5,000), and to sponsor two CivicWell conferences (\$7,500).

STRATEGIC PLAN:

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

EXECUTIVE SUMMARY:

At its February 21, 2023, meeting, the Legislative/Communications and Membership Committee (LCMC) recommended approval of up to \$32,500 to retain membership with 1) the Southern California Leadership Council (SCLC) (\$20,000), 2) California Contract Cities Association (CCCA) (\$5,000), and to sponsor two CivicWell conferences (\$7,500).

BACKGROUND:

Item 1: Southern California Leadership Council (SCLC)
Type: Membership **Amount:** \$20,000

Established in 2005, The Southern California Leadership Council is comprised of business and community leaders from throughout the seven counties of Southern California, including three former California Governors. The SCLC is currently partnered with many business organizations in the SCAG region, including the LA County BizFed, Inland Empire Economic Partnership, LA Area Chamber of Commerce, Orange County Business Council, and the Ventura County Economic Development Association, among others. The SCLC's work and strategic partnerships focus on shaping and solving public policy issues such as business vitality, resources (energy, water, and environment), and transportation (goods and people) that are critical to SCAG and the region's economic vitality and quality of life. The SCLC also co-hosted (with SCAG) the 9th and 10th annual



Southern California Economic Summits. SCAG Executive Director Kome Ajise serves on the SCLC Board, and SCAG Board officers and executive leadership regularly attend and participate in SCLC meetings and other activities.

Item 2: California Contract Cities Association
Type: Membership **Amount:** \$5,000

California Contract Cities Association (CCCA) is a network of member cities united for a common cause. The goal of CCCA is to serve as an advocate for cities contracting for municipal services and to ensure they receive these services at a minimum cost. Through educational seminars, networking opportunities, and partnerships with numerous public, private, and not-for-profit organizations, the Association provides meaningful resources to influence policy decisions affecting member cities. The Association is composed of 73 member cities and represents more than 7.5 million residents from across California.

SCAG staff is recommending that the agency maintain membership at the "Silver" level, which will provide SCAG with the following:

- An opportunity to attend monthly CCCA Board of Directors Meetings (meal cost included for one (1) agency representative);
- Link to SCAG website in Associate Members Directory on CCCA website;
- Priority Selection for Annual Municipal Seminar booth location;
- Sponsor recognition (including signage) at educational seminars;
- Invitation to select CCCA City Managers/Administrators Committee meetings;
- Access to CCCA membership roster and conference registration lists;
- One (1) registration at the Annual Municipal Seminar;
- Participation on the Associate Members Program Steering Committee;
- (2) SCAG social media recognitions per year;

Item 3: CivicWell (formerly known as Local Government Commission)
Type: Sponsorship **Amount:** \$7,500

CivicWell, formerly known as the Local Government Commission, is a non-profit organization dedicated to building livable communities and local leadership by connecting leaders via innovative programs and network opportunities, advancing policies through participation at the local and state level, and implementing solutions as a technical assistance provider and advisor to local jurisdictions. Because CivicWell hosts many events throughout the year, sponsorships to both the CivicWell Policymakers Conference and California Adaptation Forum were bundled under one invoice for approval.

2023 CivicWell Policymakers Conference

The 31st Annual CivicWell Policymakers Conference will bring together 100+ participants, including California mayors, city council members, county supervisors, city managers, and other high level department heads to discuss the creation of innovative solutions for increasing resiliency and implementing smart-growth strategies in a time of rapid change. The Conference features a timely and inspirational agenda designed to assist California's local elected officials in finding the tools and support needed to implement innovative solutions to address society's most pressing challenges. While this conference is usually hosted at Yosemite National Park, the 2023 Conference will take place March 16-19, 2023 at Pacific Grove, California at the Asilomar Hotel. SCAG staff recommends that the agency sponsor this event at the "Advocate" level (\$5,000), which will provide SCAG with the following benefits:

- 50% off one conference registration for a SCAG representative, which includes hotel and meals.
- Name placement in promotional materials
- Name on the conference website as a sponsor; and
- On-site recognition of our support during the conference.

2023 California Adaptation Forum

The biennial California Adaptation Forum serves as the premier gathering for adaptation leaders and practitioners from across the state and nation. For the 2023 Forum, over 800+ participants will attend over three days to learn, connect, and build mutual support for action to address California's adaptation needs. The 2023 Forum will take place July 31-August 2, 2023, in Pomona, CA. SCAG staff recommends that the agency sponsor this event at the "Supporter" level (\$2,500), which will provide SCAG with the following benefits:

- One (1) complimentary Forum registrations;
- Display space; and
- Logo placement on the CAF website, program, and select newsletters.

PRIOR COMMITTEE ACTION:

Staff presented the sponsorship for up to \$32,500 memberships with 1) the Southern California Leadership Council (SCLC) (\$20,000), 2) California Contract Cities Association (CCCA) (\$5,000), and to sponsor two CivicWell conferences (\$7,500) to the LCMC at its meeting on February 21, 2023. The LCMC approved this item unanimously as part of the consent calendar.

FISCAL IMPACT:

\$12,500 to retain SCAG membership with CCCA and sponsor CivicWell Conferences is included in the approved FY 22-23 General Fund Budget. \$20,000 to retain membership with the SCLC is included in the approved FY 22-23 Indirect Cost Budget.



AGENDA ITEM 7
REPORT

Southern California Association of Governments
March 1, 2023

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Cindy Giraldo, Chief Financial Officer
(213) 630-1413, giraldo@scag.ca.gov
Subject: Fiscal Year 2021-22 External Financial Audit

**EXECUTIVE DIRECTOR'S
APPROVAL**

RECOMMENDED ACTION:

Receive and File

STRATEGIC PLAN:

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

EXECUTIVE SUMMARY:

SCAG's external independent auditor, Eide Bailly, LLP, has completed the audit of SCAG's FY 2021-22 financial statements, and the audit results were presented to the Audit Committee on February 22, 2023. Eide Bailly has issued an unmodified opinion on the Annual Comprehensive Financial Report (ACFR) and the Single Audit Report.

BACKGROUND:

SCAG's external independent auditors, Eide Bailly, have completed their audit of SCAG's FY 2021-22 financial statements, and the reaudit results were presented to the Audit Committee on February 22, 2023. The work completed by Eide Bailly included the following:

- Audit of the FY 2021-22 Annual Comprehensive Financial Report (ACFR)
- Report on internal control over financial reporting and on compliance in accordance with Government Auditing Standards
- Audit report on compliance over major federal programs, schedule of expenditures of federal awards, and internal control in accordance with 2 CFR 200 (Single Audit)

Attached is the 2022 SCAG Governance Letter from Eide Bailly. The purpose of the letter is to communicate to those charged with governance the scope of audit procedures performed, significant findings, and other information, such as disagreements with management, audit adjustments, and significant estimates, that are not communicated in the audited financial statements.



Additionally, below are the links to the final audit documents:

SCAG 2022 Final Annual Comprehensive Financial Report

<https://scag.ca.gov/sites/main/files/file-attachments/scag-financial-report-063022.pdf>

SCAG 2022 Final Single Audit Report

<https://scag.ca.gov/sites/main/files/file-attachments/scag-single-audit-report-2022.pdf>

FISCAL IMPACT:

None.

ATTACHMENT(S):

1. SCAG 2022 Final Governance Letter



January 31, 2023

To the Honorable Members of the Regional Council
Southern California Association of Governments

We have audited the financial statements of the Southern California Association of Governments (SCAG) as of and for the year ended June 30, 2022, and have issued our report thereon dated January 31, 2023. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit under Generally Accepted Auditing Standards and *Government Auditing Standards* and our Compliance Audit under the Uniform Guidance

As communicated in our letter dated April 21, 2022, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America and to express an opinion on whether SCAG complied with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of SCAG’s major federal programs. Our audit of the financial statements and major program compliance does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of SCAG solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

Our responsibility, as prescribed by professional standards as it relates to the audit of SCAG’s major federal program compliance, is to express an opinion on the compliance for SCAG’s major federal programs based on our audit of the types of compliance requirements referred to above. An audit of major program compliance includes consideration of internal control over compliance with the types of compliance requirements referred to above as a basis for designing audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, as a part of our major program compliance audit, we considered internal control over compliance for these purposes and not to provide any assurance on the effectiveness of the SCAG’s internal control over compliance.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Attachment: SCAG 2022 Final Governance Letter (Fiscal Year 2021-22 External Financial Audit)

We have provided our comments regarding internal controls during our audit in our Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* dated January 31, 2023. We have also provided our comments regarding compliance with the types of compliance requirements referred to above and internal controls over compliance during our audit in our Independent Auditor’s Report on Compliance with Each Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance dated January 31, 2023.

Planned Scope and Timing of the Audit

The timing of the audit was modified to provide SCAG additional time to complete its year-end accounting close.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

Significant Risks Identified

As stated in our auditor’s report, professional standards require us to design our audit to provide reasonable assurance that the financial statements are free of material misstatement whether caused by fraud or error. In designing our audit procedures, professional standards require us to evaluate the financial statements and assess the risk that a material misstatement could occur. Areas that are potentially more susceptible to misstatements, and thereby require special audit considerations, are designated as “significant risks.” We have identified the following as significant risks.

- Revenue recognition
- Management override of controls
- Implementation of Governmental Accounting Standards Board (GASB) Statement No. 87, *Leases*

Qualitative Aspects of the Entity’s Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by SCAG is included in Note 1 to the financial statements. As described in Note 1, SCAG changed accounting policies related to accounting for leases to adopt the provisions of GASB Statement No. 87, *Leases*. Accordingly, the accounting change has been retrospectively applied to the financial statements beginning July 1, 2021. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management’s current judgments.

The most sensitive accounting estimates affecting the financial statements are management’s estimates of:

- Amounts related to the net pension liability, related deferred outflows of resources and deferred inflows of resources, pension expense, and disclosures, are based on actuarial valuations for the CalPERS and PARS plans.
- Amounts related to the net other postemployment benefit (OPEB) liability, related deferred outflows and inflows of resources, OPEB expense, and disclosures, are based on an actuarial valuation.

We evaluated the key factors and assumptions used to develop the estimates and determined that they were reasonable in relation to the basic financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting SCAG’s financial statements relate to:

The disclosures of SCAG’s agent multiple-employer defined benefit pension plan and PARS supplementary retirement plan, net pension liability, and related deferred outflows and inflows of resources, and pension expense in Note 12 to the financial statements. The valuations of the net pension liability and related deferred outflows and inflows of resources are sensitive to the underlying actuarial assumptions used, including but not limited to, the discount rate. As disclosed in Note 12, a 1% increase or decrease in the discount rate has a significant effect on SCAG’s net pension liabilities.

The disclosures related to SCAG’s retiree health program OPEB plan, net OPEB liability, and related deferred outflows and inflows of resources, and OPEB expense, in Note 14 to the financial statements. The valuations of the net OPEB liability and related deferred outflows and inflows of resources are sensitive to the underlying actuarial assumptions used including, but not limited to, the discount rate and healthcare cost trend rates. As disclosed in Note 14, a 1% increase or decrease in the discount rate and healthcare cost trend rates has a significant effect on SCAG’s net OPEB liability.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit.

The following misstatements that we identified as a result of our audit procedures were brought to the attention of, and corrected by, management:

Understatement of fund balance for amounts which should have been reflected as a prepaid asset at June 30, 2021	\$342,815
Understatement of capital assets and net position at June 30, 2021	100,924

The following summarizes uncorrected financial statement misstatements whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

General Fund:

Unrealized loss on investments	\$102,845
County investment pool fair value	(102,845)

To adjust the investment in the county investment pool to fair value at June 30, 2022.

Governmental Activities:

Interest expense	\$95,980
Interest payable	(95,980)

To accrue interest on the building lease at June 30, 2022.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the financial statements or the auditor’s report. No such disagreements arose during the course of the audit.

Circumstances that Affect the Form and Content of the Auditor’s Report

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor’s report. As described in Note 1 to the financial statements, due to the adoption of GASB Statement No. 87, *Leases*, SCAG restated opening balance as of July 1, 2021. Additionally, the report included an emphasis of matter relating to the correction of errors as disclosed in Note 15. We have included an emphasis of matter in our report regarding this restatement.

Representations Requested from Management

We have requested certain written representations from management which are included in the management representation letter dated January 31, 2023.

Management’s Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with SCAG, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating conditions affecting the entity, and operating plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as SCAG's auditors.

Other Information Included in Annual Reports

Pursuant to professional standards, our responsibility as auditors for other information, whether financial or nonfinancial, included in SCAG's annual reports, does not extend beyond the financial information identified in the audit report, and we are not required to perform any procedures to corroborate such other information.

Additionally, in accordance with such standards, we have read the introductory and statistical sections of SCAG's annual report considered whether such information, or the manner of its presentation, was materially inconsistent with its presentation in the financial statements.

Our responsibility also includes communicating to you any information which we believe is a material misstatement of fact. Nothing came to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the financial statements.

This report is intended solely for the information and use of the Members of the Regional Council, and management of SCAG and is not intended to be, and should not be, used by anyone other than these specified parties.



Rancho Cucamonga, California



AGENDA ITEM 8
REPORT

Southern California Association of Governments
March 1, 2023

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

From: Cindy Giraldo, Chief Financial Officer
(213) 630-1413, giraldo@scag.ca.gov

Subject: Purchase Orders, Contract and Amendments below Regional Council
Approval Threshold

**EXECUTIVE DIRECTOR'S
APPROVAL**

RECOMMENDED ACTION:

Information Only - No Action Required

STRATEGIC PLAN:

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

BACKGROUND:

SCAG executed the following Purchase Orders (PO's) for more than \$5,000 but less than \$500,000

<u>Consultant/Contract #</u>	<u>PO' Purpose</u>	<u>Amount</u>
Pinnacle Business Solutions Inc.	FY23/24 Veeam Software Renewal	\$20,136
Rave Wireless Inc.	FY23 Rave Emergency Alert Renewal	\$9,320
Christine Dzilvelis ,dba Platia Productions	FY23 Western Riverside Council of Governments' AltCar Sponsorship	\$5,000

SCAG executed the following Contracts more than \$25,000 but less than \$200,000

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
1. Vanasse Hangen Brustlin, Inc. (23-028-C01)	The consultant shall develop a formal process for SCAG to implement the findings and results of the recently completed Federal Highway Administration (FHWA) Safety Data and Analysis Technical Assistance Program (SDATAP) efforts. Specifically, the consultant shall develop a	\$142,700



SCAG executed the following Contracts more than \$25,000 but less than \$200,000

<u>Consultant/Contract #</u>	<u>Contract’s Purpose</u>	<u>Contract Amount</u>
2. ICF Incorporated, L.L.C. (23-021-C01)	methodology for incorporating safety elements into SCAG’s scenario planning, particularly when engaging county transportation commissions and other local stakeholders. The consultant shall develop a compendium of potential zero emissions technologies to support the Mobility and Goods Movement Technical Reports for the 2024 Connect SoCal Plan. Further, the consultant shall provide staff with additional support to inform next steps of the Clean Technology Program and incorporate these initiatives where applicable in the 2024 Connect SoCal Plan.	\$99,958

SCAG executed these Amendments for more than \$5,000 but less than \$75,000 and less than 30% of the original contract value

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

ATTACHMENT(S):

1. Contract Summary 23-021-C01
2. Contract Summary 23-028-C01

CONSULTANT CONTRACT NO. 23-021-C01

Recommended Consultant:

ICF Incorporated, L.L.C.

Background & Scope of Work:

In April 2020, the Regional Council adopted the 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), also known as Connect SoCal, meeting federal mandates and setting a vision for the future of transportation in the SCAG region. This plan includes Accelerated Electrification as a Key Connection, which puts forth a holistic and coordinated approach to de-carbonizing or electrifying passenger, transit, and goods movement vehicles.

While the State of California has proactively set a policy to transition to zero-emission transportation, SCAG must take an active role in helping the region achieve this vision. This project will support SCAG in this vision by developing a compendium of applicable technologies and evaluating next steps and strategies for SCAG and the region to take to achieve these goals.

The consultant shall develop a compendium of potential zero emissions technologies to support the Mobility and Goods Movement Technical Reports for the 2024 Connect SoCal Plan. Further, the consultant shall provide staff with additional support to inform next steps of the Clean Technology Program and incorporate these initiatives where applicable in the 2024 Connect SoCal Plan.

Project's Benefits & Key Deliverables:

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

- Developing of Clean Technology Compendium including an Existing Conditions Memorandum;
- Developing Memorandum on criteria for inclusion and key pieces of information to share on selected technologies in compendium;
- Creating a Request for Information, Recipient list, Collection and catalog of vendor submissions; and
- Preparing Final Compendium Report and Executive Summary.

Strategic Plan:

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

Contract Amount:

Total not to exceed **\$99,958**
ICF Incorporated, L.L.C. (prime consultant)

Contract Period:

January 23, 2023 through June 30, 2024

Project Number(s):

115-4912A.01 \$99,958

Funding source(s): Consolidated Planning Grant (CPG) – Federal Highway Administration (FHWA – PL)

Attachment: Contract Summary 23-021-C01 (Purchase Orders, Contract and Amendments below Regional Council)

Funding of \$99,958 is available in the FY 2022-23 Overall Work Program (OWP) Budget in Project Number 115-4912A.01, and the remaining balance will be requested in future fiscal year budget(s), subject to budget availability.

Request for Proposal (RFP):

SCAG staff notified 2,683 firms of the release of RFP 23-021 via SCAG’s Solicitation Management System website. A total of 35 firms downloaded the RFP. SCAG received the following proposal in response to the solicitation:

ICF Incorporated, L.L.C. (no subconsultants) \$99,987

After receiving only one proposal, staff surveyed 34 firms that downloaded the RFP to determine why each did not submit a proposal. Nine (9) firms responded to staff’s inquiry, which disclosed the main reason these firms did not respond was they did not have the required expertise. Note staff advertised the RFP for thirty-five (35) days, seven (7) days more than our normal twenty-eight (28) days. Staff subsequently requested and received Caltrans authorization to proceed evaluating the single offer received.

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 an interview because the proposal contained sufficient information on which to base a contract award.

The PRC consisted of the following individuals:

Alison Linder, Senior Regional Planner, SCAG (Project Manager)
Stephen Fox, Senior Regional Planner, SCAG
Camille Guiriba, Senior Regional Planner, SCAG

Basis for Selection:

The PRC recommended ICF Incorporated, L.L.C. for the contract award because the consultant:

- Demonstrated a sound technical approach and proposed work plan is responsive to the project scope. In particular, the consultant illustrated knowledge of various technical resources to support work and described several databased they will use to obtain the needed information. They also offer a good discussion of strategy development that will be supportive to development of Connect SoCal and reflected a creative approach by recommending a Request for Information to solicit vendor input;
- Demonstrated a solid understanding of regional and state existing conditions including background on federal and air district air quality standards, state regulations and requirements, air pollution in the region and knowledge of SCAG’s approach to these challenges as reflected in the RTP and ongoing programs. This will support development of the Existing Conditions Analysis as called for in the Scope of Work; and
- Demonstrated relevant expertise and experience, referencing previous work with regional MPOs and transit agencies on clean fuel technologies such as the Metro Clean Truck Technology Comparative Report and the Paths to Clean Fuels study in San Bernardino County. Further, their previous work covers the multiple modes of interest in this study, medium and heavy duty, passenger and transit.

CONSULTANT CONTRACT NO. 23-028-C01

Recommended Consultant:	Vanasse Hangen Brustlin, Inc.
Background & Scope of Work:	<p>The consultant shall develop a formal process for SCAG to implement the findings and results of the recently completed Federal Highway Administration (FHWA) Safety Data and Analysis Technical Assistance Program (SDATAP) efforts. Specifically, the consultant shall develop a methodology for incorporating safety elements into SCAG’s scenario planning, particularly when engaging county transportation commissions and other local stakeholders.</p> <p>The first FHWA technical assistance effort developed a suite of models that predict crashes at the Tier II TAZ-level for different travel modes and severities. This work was derived from the recently completed National Cooperative Highway Research Program (NCHRP) 17-81 project. The second FHWA technical assistance effort developed a tentative plan to integrate these crash predictive models into SCAG’s broader scenario planning process. This effort largely reflects the SCAG application for the United States Department of Transportation’s (USDOT) Safety Data Initiative (SDI) grant in 2020.</p>
Project’s Benefits & Key Deliverables:	<p>The project’s benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none">• Developing Interactive Tool for Community Safety Modeling;• Preparing a Comprehensive User Guide; and• Providing a Memorandum detailing technical specifications and recommendations for maintaining the tool.
Strategic Plan:	This item supports SCAG’s Strategic Plan Goal #3: Be the foremost data information hub for the region.
Contract Amount:	<p>Total not to exceed \$142,700 Vanasse Hangen Brustlin, Inc. (prime consultant)</p> <p>Note: Vanasse Hangen Brustlin, Inc. originally proposed \$145,295, but staff negotiated the price down to \$142,700 without reducing the scope of work.</p>
Contract Period:	February 6, 2023 through June 30, 2024
Project Number(s):	<p>310-4883B.01 \$25,000</p> <p>Funding source: Consolidated Planning Grant (CPG) – Federal Transit Administration (FTA) 5303.</p> <p>Funding of \$25,000 is available in the FY 2022-23 Overall Work Program (OWP) Budget in Project Number 310-4883B.01, and the remaining balance will be requested in future fiscal year budget(s), subject to budget availability.</p>
Request for Proposal (RFP):	N/A – Sole Source

Attachment: Contract Summary 23-028-C01 (Purchase Orders, Contract and Amendments below Regional Council)

Selection Process: N/A – Sole Source

Basis for Selection: The subject contract award is in accordance with the Regional Council Policy Manual, Article VIII, Section 1.2 (updated September 2009, pg. 26), and the SCAG Procurement Manual (January 2021 sections 3.3. and 3.4) which authorizes the Executive Director or his designee (the Chief Financial Officer) to approve a consultant contract without competition, if the contract is less than \$200,000.

In January 2020, SCAG submitted a grant application to FHWA for its Safety Data Initiative Solicitation (federal competitive call for projects). SCAG sought funding for a Macro-Level Crash Prediction Modeling for Community Planning project. SCAG conceived of this project as being handled by one consultant, from beginning to end. After SCAG's \$250,000 grant application was not approved, SCAG then pursued funding from a separate portion of FHWA funds - the Safety Data and Analysis Technical Assistance Program. FHWA subsequently applied funds from its Safety Data and Analysis Technical Assistance Program to SCAG's proposed project (Phase 1), which required the use of Vanasse Hangen Brustlin, Inc. (VHB), a firm FHWA competitively procured. VHB was engaged to perform \$60,000 worth of work towards completing the originally conceived SCAG project (i.e., this was not a cash grant; FWHA provided technical assistance and managed the contract and invoicing). At that time, FWHA contemplated how it could further support SCAG's project, the remaining \$190,000 needed to complete it. FHWA was only able to identify an additional \$30,000 to support the work, leaving a \$160,000 difference from the original anticipated project total. SCAG staff adjusted this number to \$142,700 after negotiating the price down with VHB. This sole source contract with VHB will allow SCAG to complete the Transportation Safety Community Modeling Project. Due to the potential added costs and extended timeline from bringing a consultant unfamiliar with this project, it is prudent to proceed with working with FHWA's existing competitively procured consultant.



AGENDA ITEM 9
REPORT

Southern California Association of Governments
March 1, 2023

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Cindy Giraldo, Chief Financial Officer
(213) 630-1413, giraldo@scag.ca.gov
Subject: CFO Monthly Report

**EXECUTIVE DIRECTOR'S
APPROVAL**

RECOMMENDED ACTION:

Information Only - No Action Required

STRATEGIC PLAN:

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

ACCOUNTING:

Membership Dues

As of January 31, 2023, 162 cities, 4 counties, 6 commissions, and 2 tribal governments have paid their FY23 membership dues. This represents 70% of the membership assessment. Final notices to collect unpaid dues were sent on February 7th, and Government Affairs Officers are following-up with phone calls and emails.

Investments

As required by SCAG's investment policy adopted by the Regional Council in July 2018, staff will provide a monthly report of investments and interest earnings. During FY 2022-23, SCAG has moved all funds invested in the Los Angeles County Investment Pool to our Bank of the West operating account, except for any remaining interest earnings received in August 2022-November 2022. Alternatively, SCAG has established a new investment account in the Local Agency Investment Fund (LAIF) and invested \$11M as of January 31, 2023. SCAG has earned \$6,589.51 of interest from funds invested in the Los Angeles County Investment Pool, and \$71,463.98 of interest from funds invested in the Local Agency Investment Fund account as of January 31, 2023.

BUDGET & GRANTS (B&G):

On January 26, 2023, staff submitted a grant renewal application for the Year 3 of the Clean Cities Network Outreach, Education, and Performance Tracking Program to the Department of Energy. SCAG has been the host organization to the Southern California Clean Cities Coalition, and the funding, in the amount of \$110,000, will support data collection and reporting on the state of

alternative fuels in the region, as well as outreach and technical assistance to the stakeholders on clean fuel initiatives.

On January 30, 2023, staff submitted the FY 2022-23 2nd Quarter Overall Work Program (OWP) Progress Report to Caltrans. The expenditures reported for the period of July to December 2022 are approximately \$28.65 million, or 22% of the OWP budget.

Also, in January 2023, staff submitted two grant applications requesting funding in the amounts of \$1.35 million and \$0.89 million, respectively, to the California Office of Traffic Safety (OTS) for the Pedestrian and Bicycle Safety Program. The proposed projects will support a community-driven approach by providing the Go Human resources directly to local partners and developing a web-based transportation safety data and analytical platform.

During February 2023, staff focused on refining and finalizing the FY 2022-23 Draft Comprehensive Budget. The draft budget is being presented to the EAC and RC in March 2023. Staff also worked on analyzing requested budget changes for Amendment 3 to the FY 2022-23 Overall Work Program (OWP) and an amendment to the Indirect Cost Budget. These budget amendments will be presented to the EAC and RC in April 2023.

CONTRACTS

In January 2023, the Contracts Department issued two (2) Requests for Proposal; awarded three (3) contracts; issued two (2) contract amendments; and processed thirty (30) Purchase Orders to support ongoing business and enterprise operations. Staff also administered 202 consultant contracts. Contract staff continued to negotiate better pricing and reduced costs for services. It should be noted that for FY 2023, staff negotiated a total of \$958,182 in savings.