



REGULAR MEETING

EXECUTIVE/ADMINISTRATION COMMITTEE

Main Office

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Los Angeles, California
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Officers

President
Cheryl Viegas-Walker, El Centro

First Vice President
Michele Martinez, Santa Ana

Second Vice President
Margaret Finlay, Duarte

Immediate Past President
Carl Morehouse, San Buenaventura

Executive/Administration Committee Chair

Cheryl Viegas-Walker, El Centro

Policy Committee Chairs

Community, Economic and
Human Development
Bill Jahn, Big Bear Lake

Energy & Environment
Deborah Robertson, Rialto

Transportation
Alan Wapner, San Bernardino
Associated Governments

Thursday, February 4, 2016
9:00 a.m. – 10:00 a.m.

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

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Tess Rey-Chaput at (213) 236-1908 or via email at REY@scag.ca.gov. Agendas & Minutes for the EAC are also available at: <http://www.scag.ca.gov/committees/Pages/default.aspx>

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Executive/Administration Committee

Members – February 2016

<u>Members</u>	<u>Representing</u>
Chair	1. Hon. Cheryl Viegas-Walker <i>El Centro</i> District 1
1st Vice-Chair	2. Hon. Michele Martinez <i>Santa Ana</i> District 16
2nd Vice-Chair	3. Hon. Margaret E. Finlay <i>Duarte</i> District 35
Immed. Past Pres.	4. Hon. Carl E. Morehouse <i>San Buenaventura</i> District 47
	5. Hon. Pam O'Connor <i>Santa Monica</i> District 41
	6. Hon. Kris Murray <i>Anaheim</i> District 19
	7. Hon. Alan Wapner <i>Ontario</i> SANBAG
	8. Hon. Barbara Messina <i>Alhambra</i> District 34
	9. Hon. Bill Jahn <i>Big Bear Lake</i> District 11
	10. Hon. Larry McCallon <i>Highland</i> District 7
	11. Hon. Deborah Robertson <i>Rialto</i> District 8
	12. Hon. Carmen Ramirez <i>Oxnard</i> District 45
	13. Hon. Mary "Maxine" Resvaloso <i>Torres-Martinez Desert Cahuilla Indians</i> Tribal Gov. Rep.
	14. Mr. Randall Lewis <i>Lewis Group of Companies</i> Ex-Officio Member
	15. Hon. Gregory Pettis <i>Cathedral City</i> District 2
	16. Hon. Clint Lorimore <i>Eastvale</i> District 4
	17. Hon. Rex Richardson <i>Long Beach</i> District 29
	18. Hon. Joe Buscaino <i>Los Angeles</i> District 62

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EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

FEBRUARY 4, 2016

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

CALL TO ORDER & PLEDGE OF ALLEGIANCE

(Hon. Cheryl Viegas-Walker, Chair)

PUBLIC COMMENT PERIOD – Members of the public desiring to speak on items on the agenda, or items not on the agenda, but within the purview of the Committee, must fill out and present a Public Comment Card to the Assistant prior to speaking. Comments will be limited to three (3) minutes per speaker provided that the Chair has the discretion to reduce this time limit based upon the number of speakers. The Chair may limit the total time for all public comments to twenty (20) minutes.

REVIEW AND PRIORITIZE AGENDA ITEMS

EXECUTIVE DIRECTOR'S REPORT

(Hasan Ikhata, Executive Director)

- 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS) – Update

PRESIDENT'S REPORT

CONSENT CALENDAR

Page No.

Approval Items

- | | | |
|---|-------------------|-----------|
| 1. <u>Minutes of the January 7, 2016 Special Meeting</u> | Attachment | 1 |
| 2. <u>Minutes of the January 13, 2016 Special Meeting</u> | Attachment | 5 |
| 3. <u>Contracts \$200,000 or Greater: Contract No. 15-031-C1, Regional Active Transportation Database</u> | Attachment | 9 |
| 4. <u>AB 620 (Hernández) – Metro ExpressLanes Toll Exemption – OPPOSE</u> | Attachment | 20 |

EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

FEBRUARY 4, 2016

Receive and File

Page No.

- | | | |
|--|---|----|
| 5. <u>SCAG Logo Re-Design</u> | Attachment | 29 |
| 6. <u>February State and Federal Legislative Update</u> | To be distributed
under separate cover | |
| 7. <u>Purchase Orders \$5,000 but less than \$200,000; Contracts \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000</u> | | 35 |

ACTION/DISCUSSION ITEM

- | | | |
|--|------------|----|
| 8. <u>2016 Legislative Priorities</u>
<i>(Darin Chidsey, Director, Strategy, Policy and Public Affairs)</i> | Attachment | 40 |
|--|------------|----|

Recommended Action: Approve

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

Attachment 43

FUTURE AGENDA ITEM/S

ANNOUNCEMENT/S

ADJOURNMENT

The next regular meeting of the EAC is scheduled for Thursday, March 3, 2016 at the SCAG Los Angeles Office.

**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
MINUTES OF THE SPECIAL MEETING
THURSDAY, JANUARY 7, 2016**

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE (EAC) HELD AT THE L.A. HOTEL DOWNTOWN, OLYMPIC ROOM, 333 SOUTH FIGUEROA STREET, LOS ANGELES, CA 90071.

The Executive/Administration Committee (EAC) of the Southern California Association of Governments (SCAG) held its meeting at The L.A. Hotel Downtown. There was a quorum.

Members Present

Hon. Cheryl Viegas-Walker, <i>Chair</i>	<i>El Centro</i>	District 1
Hon. Michele Martinez, <i>1st Vice Chair</i>	<i>Santa Ana</i>	District 16
Hon. Margaret E. Finlay, <i>2nd Vice Chair</i>	<i>Duarte</i>	District 35
Hon. Carl Morehouse, <i>Immediate Past President</i>	<i>San Buenaventura</i>	District 47
Hon. Bill Jahn, <i>Chair, CEHD</i>	<i>Big Bear Lake</i>	District 11
Hon. Larry McCallon, <i>Vice Chair, CEHD</i>	<i>Highland</i>	District 7
Hon. Deborah Robertson, <i>Chair, EEC</i>	<i>Rialto</i>	District 8
Hon. Carmen Ramirez, <i>Vice Chair, EEC</i>	<i>Oxnard</i>	District 45
Hon. Alan Wapner, <i>Chair, TC</i>	<i>Ontario</i>	SANBAG
Hon. Barbara Messina, <i>Vice Chair, TC</i>	<i>Alhambra</i>	District 34
Hon. Pam O'Connor, <i>Chair, LCMC</i>	<i>Santa Monica</i>	District 41
Hon. Clint Lorimore	<i>Eastvale</i>	District 4
Hon. Gregory Pettis	<i>Cathedral City</i>	District 2
Mr. Randall Lewis	<i>Lewis Group of Companies</i>	Ex-Officio Member

Members Not Present

Hon. Joe Buscaino	<i>Los Angeles</i>	District 62
Hon. Kris Murray, <i>Vice Chair, LCMC</i>	<i>Anaheim</i>	District 19
Hon. Mary "Maxine" Resvaloso	<i>Torres-Martinez Desert Cahuilla Indians</i>	Tribal Nations Rep.
Hon. Rex Richardson	<i>Long Beach</i>	District 29

Staff Present

- Hasan Ikhata, Executive Director
- Debbie Dillon, Deputy Executive Director, Administration
- Basil Panas, Chief Financial Officer
- Joe Silvey, General Counsel
- Joann Africa, Chief Counsel/Director, Legal Services
- Huasha Liu, Director, Land Use and Environmental Planning
- Darin Chidsey, Director, Strategy, Policy and Public Affairs
- Naresh Amatya, Acting Director, Transportation Planning
- Tess Rey-Chaput, Office of Regional Council Support
- Carmen Summers, Senior Administrative Assistant



CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Honorable Cheryl Viegas-Walker called the meeting to order at 9:03 a.m. and led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

There was no public comment received.

REVIEW AND PRIORITIZE AGENDA ITEMS

There was no reprioritization of agenda items.

EXECUTIVE DIRECTOR’S REPORT

Hasan Ikhata, Executive Director, provided a brief update of the 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS).

PRESIDENT’S REPORT

Chair Cheryl Viegas-Walker reminded the members of the EAC Retreat Sessions 1 and 2 scheduled for January 7 and 8. She also announced the Special Meeting of the EAC scheduled for Wednesday, January 13, 2016, at 10AM. To allow maximum member participation for the Special Meeting, videoconference will be available from the regional offices.

Chair Viegas-Walker congratulated and announced the following committee member appointments:

Appointments to the 2016 Bylaws and Resolutions Committee

Representing Imperial County: Hon. Cheryl Viegas-Walker, City of El Centro
Supervisor Jack Terrazas, County of Imperial

Representing Los Angeles County: Hon. Margaret E. Finlay (Chair), City of Duarte
Hon. Ali Saleh, City of Bell

Representing Orange County: Hon. Arthur C. Brown, City of Buena Park
Hon. Kris Murray, City of Anaheim

Representing Riverside County: Hon. Gregory S. Pettis, City of Cathedral City
Hon. Jan C. Harnik, City of Palm Desert

Representing Ventura County: Hon. Glen T. Becerra, City of Simi Valley
Hon. Keith F. Millhouse, VCTC

Representing San Bernardino: Supervisor Curt Hagman, County of San Bernardino
Hon. Deborah Robertson, City of Rialto



Appointments to the 2016 Nominations Committee

Representing Imperial County:	Supervisor Jack Terrazas, County of Imperial
Representing Los Angeles County:	Hon. Joe Buscaino, City of Los Angeles
Representing Orange County:	Supervisor Michelle Steel, County of Orange
Representing Riverside County:	Hon. Karen Spiegel, City of Corona
Representing Ventura County:	Hon. Carl Morehouse (Chair), City of San Buenaventura
Representing San Bernardino:	Hon. Paul M. Eaton, City of Montclair

CONSENT CALENDAR

Chair Viegas-Walker reminded the members that per Article VC (3)(a) of the SCAG Bylaws, the EAC body is authorized to make decisions and take actions that are binding upon SCAG if the President or Executive Director determines that such decisions or actions are necessary prior to the next regular meeting of the Regional Council.

Approval Items

1. Minutes of the December 3, 2015 Executive/Administration Committee (EAC) Meeting
2. Contract Amendment that exceeds \$75,000, as well as exceeds 30% of the Contract's Original Value: Contract No. 15-037-C1 to Provide Enhanced Security Services
3. SCAG's Conflict-of-Interest Code
4. Affordable Housing Sustainable Communities (AHSC) Technical Assistance Application to the Strategic Growth Council (SGC)

Receive and File

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

A MOTION was made (Finlay) to approve the Consent Calendar, Agenda Item Nos. 1 through 4; to Receive File Item No. 5. Motion was SECONDED (Morehouse) and passed by the following votes:

FOR: Viegas-Walker, Martinez, Finlay, Jahn, Lorimore, McCallon, Messina, Morehouse, O'Connor, Pettis, Ramirez and Wapner (12).

AGAINST: None (0).

ABSTAIN: None (0).

ACTION/DISCUSSION ITEM

6. 2015 Regional Active Transportation Program: Recommended Project List

Chair Viegas-Walker introduced the item and reported that administrative changes and updates were made on Page 27 of the packet and noted that copies have been made available to the members. She stated that the updates changed some of the funding requests on the Project List to correct inaccuracies that staff had identified. Specifically, she noted the City of Downey’s total fund request is \$238,000 and Imperial County’s Pedestrian Master Plan was changed to \$100,000. Therefore, Chair Viegas-Walker stated that the total fund requests were adjusted accordingly.

A MOTION was made (Martinez), the EAC acting on behalf of the Regional Council in accordance with Article VC.(3)(a) of the SCAG’s Bylaws, to approve Item No. 6, related to the 2015 Regional Active Transportation Program, including the recommended project list and contingency project list, and passed by the following votes:

FOR: Viegas-Walker, Martinez, Finlay, Jahn, Lorimore, McCallon, Messina, Morehouse, O’Connor, Pettis, Ramirez, Robertson and Wapner (13).

AGAINST: None (0).

ABSTAIN: None (0).

CFO MONTHLY REPORT

Basil Panas, CFO, provided an overview of the CFO Monthly Report.

FUTURE AGENDA ITEM/S

There were no future agenda items requested.

ANNOUNCEMENT

None.

ADJOURNMENT

There being no further business, Chair Viegas-Walker adjourned the EAC meeting at 9:32 a.m. The next regular meeting of the EAC is scheduled for Thursday, February 4, 2016 at the SCAG Los Angeles Office.



**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
MINUTES OF THE SPECIAL MEETING
WEDNESDAY, JANUARY 13, 2016**

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE (EAC) HELD AT 818 W. 7th STREET, 12TH FLOOR, LOS ANGELES, CA 90017.

The Executive/Administration Committee (EAC) of the Southern California Association of Governments (SCAG) held its meeting at the Los Angeles Office. There was a quorum.

Members Present

Hon. Cheryl Viegas-Walker, <i>Chair</i>	<i>El Centro</i> , District 1	Video-Conference
Hon. Michele Martinez, <i>1st Vice Chair</i>	<i>Santa Ana</i>	District 16
Hon. Margaret E. Finlay, <i>2nd Vice Chair</i>	<i>Duarte</i>	District 35
Hon. Carl Morehouse, <i>Immediate Past President</i>	<i>San Buenaventura</i> , District 47	Video-Conference
Hon. Larry McCallon, <i>Vice Chair, CEHD</i>	<i>Highland</i> , District 7	Video-Conference
Hon. Carmen Ramirez, <i>Vice Chair, EEC</i>	<i>Oxnard</i> , District 45	Video-Conference
Hon. Alan Wapner, <i>Chair, TC</i>	<i>Ontario</i> , SANBAG	Video-Conference
Hon. Barbara Messina, <i>Vice Chair, TC</i>	<i>Alhambra</i>	District 34
Hon. Pam O'Connor, <i>Chair, LCMC</i>	<i>Santa Monica</i>	District 41
Hon. Clint Lorimore	<i>Eastvale</i> , District 4	Video-Conference
Hon. Gregory Pettis	<i>Cathedral City</i>	District 2
Hon. Rex Richardson	<i>Long Beach</i>	District 29
Mr. Randall Lewis	<i>Lewis Group of Companies</i>	Ex-Officio Member

Members Not Present

Hon. Bill Jahn, <i>Chair, CEHD</i>	<i>Big Bear Lake</i>	District 11
Hon. Deborah Robertson, <i>Chair, EEC</i>	<i>Rialto</i>	District 8
Hon. Joe Buscaino	<i>Los Angeles</i>	District 62
Hon. Kris Murray, <i>Vice Chair, LCMC</i>	<i>Anaheim</i>	District 19
Hon. Mary "Maxine" Resvaloso	<i>Torres-Martinez Desert Cahuilla Indians</i>	Tribal Nations Rep.

Staff Present

Hasan Ikhata, Executive Director
 Debbie Dillon, Deputy Executive Director, Administration
 Basil Panas, Chief Financial Officer
 Joe Silvey, General Counsel
 Joann Africa, Chief Counsel/Director, Legal Services
 Huasha Liu, Director, Land Use and Environmental Planning
 Darin Chidsey, Director, Strategy, Policy and Public Affairs
 Naresh Amatya, Acting Director, Transportation Planning
 Carmen Flores, Human Resources Manager
 Erika Bustamante, Budget & Grants Manager
 Tess Rey-Chaput, Office of Regional Council Support
 Carmen Summers, Sr. Administrative Assistant



CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Honorable Cheryl Viegas-Walker called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

There was no public comment received.

REVIEW AND PRIORITIZE AGENDA ITEMS

There was no reprioritization of agenda items.

EXECUTIVE DIRECTOR'S REPORT

Hasan Ikhmeta, Executive Director, thanked the members for attending the SCAG Sixth Annual Economic Summit.

PRESIDENT'S REPORT

There was no President's Report to present at this time.

DISCUSSION ITEMS

1. Financial Overview

Debbie Dillon, Deputy Executive Director, Administration, presented a financial overview of SCAG's financial position. The presentation highlighted SCAG's revenues and baseline expenditures, which included assumptions for fiscal years (FY) 2017-2020.

Ms. Dillon provided an outline of the revenues and expenditures from the Consolidated Planning Grant (CPG), General Fund, and the Transportation Development Act (TDA). She noted that SCAG, for the next five to six years, will have financial stability due to the most recent Federal reauthorization for transportation funding.

Staff responded to the comments expressed by the Committee members, including questions regarding the flexibility of SCAG's budget for its business operations, vacancy rates, organizational structure, and filling of current vacant management positions. Hasan Ikhmeta, Executive Director, responded that a strategic planning discussion, with the Officers and the Executive Team, on how the agency is going to move forward will take place in the near future.

2. SCAG Compensation Survey Information

Debbie Dillon, Deputy Executive Director, Administration, provided a summary on staff's compensation, historical background, methodology, and recommendations for the agency's total compensation study

and survey. She noted that staff conducted a salary and benefits survey that the Regional Council approved with twelve (12) peer agencies and presented a summary of the results. In addition, Ms. Dillon explained that in order to remain competitive in the marketplace, staff recommends making salary range adjustments at a future date following the anticipated adoption of the 2016 RTP/SCS; and that no changes in the benefit package are recommended at this time.

After a lengthy discussion regarding staff's total compensation package, staff was directed to move forward in the next fiscal year's budget to close the salary gap for the Regional Council approved 75th percentile, and to also present a staff report that identifies and evaluate factors concerning employee's options for contributing to the CalPERS program.

No action was taken on this Information Item.

3. Pension Reporting

Basil Panas, Chief Financial Officer, provided an overview of the new financial reporting requirements of GASB 27 concerning pensions. He noted that pension expense must now be charged to the period in which it is incurred and pension liabilities must be reported on the balance sheet. Since SCAG has an unfunded pension liability of \$23.5 million, this amount appears on the balance sheet at June 30, 2015, thus creating a negative Net Position of \$10.7 million.

Mr. Panas noted that SCAG's CalPERS retirement plan was 110% funded at June 30, 2007; however at June 30, 2015, after the financial crisis, it was 76% funded. He explained that there is a plan in place to move forward: the unfunded liability will be paid off with a combination of investment earnings and contributions and SCAG will manage its resources to meet all of its service delivery and financial obligations.

Staff responded to the comments expressed by the Committee members including questions regarding SCAG's post-retirement benefit unfunded liabilities (pension and retiree medical), their funding and employee eligibility requirements.

4. Los Angeles Office - Real Estate Evaluation

Debbie Dillon, Deputy Executive Director, Administration, provided historical background on the process and progress to date of a Los Angeles Building Lease evaluation. She introduced two commercial real estate consultants representing the firm of Savills Studley, Inc., Andy Lustgarten and Michael Shuken, which was secured to assist with the Los Angeles market evaluation and all of SCAG's office leases. Ms. Dillon described the current office deficiencies, building limitations, and other major concerns which included building security, safety, technology advancement, and current working space limitations.

Ms. Dillon commented on the criteria and assumptions used to evaluate the properties, including the criteria for being accessible to transit and other active transportation options. She stated that out of 25 properties in downtown Los Angeles surveyed, a short list of properties was developed that meets the required guidelines. She noted that due to the confidential nature concerning the current negotiations, no specific information can be provided at this time and that a Closed Session meeting of the EAC will

be scheduled to present more detailed financial information as well as to appoint a negotiator on behalf of SCAG.

Staff and Mr. Andy Lustgarden responded to the comments expressed by the Committee members, including questions regarding the current lease terms, sublease options, transportation access, architectural designs and future expansion options.

After discussion, the EAC expressed their support of staff's recommendations to continue evaluating the options for the Los Angeles headquarters. Hon. Cheryl Viegas-Walker asked the EAC to provide additional feedback on tools that could enable SCAG's board meetings to be more efficient and productive. In addition, Hon. Viegas-Walker asked staff to include the soft cost expenses in the next draft expenditure report being presented at the next Closed Session.

ADJOURNMENT

There being no further business, Chair Viegas-Walker adjourned the Special Meeting of the EAC at 11:48 a.m.

The next regular meeting of the EAC is scheduled for Thursday, February 4, 2016 at the SCAG Los Angeles Office.

DATE: February 4, 2016

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

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

SUBJECT: Contracts \$200,000 or Greater: Contract No. 15-031-C1, Regional Active Transportation Database

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Approve Contract No. 15-031-C1, with Cambridge Systematics, Inc., in an amount not-to-exceed \$414,954, to expand the capacity and functionality of SCAG's Bicycle Data Clearinghouse (BDC).

EXECUTIVE SUMMARY:

The consultant shall expand the capacities and functionality of SCAG's Bicycle Data Clearinghouse (BDC) by converting it into a Regional Active Transportation Database (Database). The consultant will also develop an application for SCAG that will allow users to view existing bikeways, track their routes, and input count data directly into the Database. Data collected will support future regional and local active transportation planning efforts by providing information on route choices and mode share (the percentage of travelers using a particular type of transportation or number of trips using the type of transportation).

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective c: Provide Practical Solutions for Moving New Ideas Forward.

BACKGROUND:

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

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Cambridge Systematics, Inc. (15-031-C1)	The consultant shall expand the capacity and functionality of SCAG's BDC.	\$414,954

FISCAL IMPACT:

Funding of \$170,000 is available in the FY 2015-16 budget, while \$220,000 is expected to be available in FY 2016-17, and \$15,000 in the FY 2017-18 budget; and the remainder of \$9,954.16 is expected to be available in the FY 2018-19 budget, subject to budget availability.

ATTACHMENT:

Consultant Contract No. 15-031-C1

CONSULTANT CONTRACT 15-031-C1

Recommended Consultant:

Cambridge Systematics (Cambridge), Inc.

Background & Scope of Work:

The consultant shall expand the capacities and functionality of SCAG’s existing Bicycle Data Clearinghouse (BDC) by converting it into a Regional Active Transportation Database (Database). They will also develop an app for SCAG that will allow users to view existing bikeways, track their routes, and input count data directly into the Database. Data collected will support future regional and local active transportation planning efforts by providing information on route choices and mode share (the percentage of travelers using a particular type of transportation or number of trips using the type of transportation). SANBAG and Metro are supporting the development of portions of this project by providing staff time and financial contributions.

Project’s Benefits & Key Deliverables:

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

- Developing data that can be used by SCAG for future modeling in the Regional Transportation Plan/Sustainable Communities Strategies;
- Providing local agencies more accurate data to support their Active Transportation Program grant applications and planning activities;
- Enabling County Transportation Commissions to access the Database to store data from active transportation count programs and their own modeling programs; and
- Enabling SCAG’s regional partners to access the Database for community based planning activities.

Strategic Plan

This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective c: Provide Practical Solutions for Moving New Ideas Forward.

Contract Amount:

Total not-to-exceed	\$414,954
Cambridge Systematics (prime consultant)	\$393,284
Chen Ryan (subconsultant)	\$21,670

Note: Cambridge initially proposed \$944,533. This included both optional tasks that SCAG requested in the RFP scope of work. However, Cambridge proposed a level of effort that significantly exceeded the level of effort staff required to successfully complete the scope of work, as well as additional tasks that went beyond what SCAG requested. With this in mind, staff reduced the excess level of effort, removed the additional tasks that Cambridge proposed and negotiated the price down to \$414,954 (this price includes one of the optional tasks requested in the RFP scope of work).

Contract Period:

Notice to Proceed through February 5, 2019 (12 month base period with two option years for 36 month Term)

Project Number:

050.SCG0169.04 \$150,000
065-137E.01 \$20,000
Funding sources: Federal Transit Administration (FTA), Transportation Development Act (TDA), Local Transportation Funds

Funding of \$170,000 is available in the FY 2015-16 budget, while \$220,000 is expected to be available in FY 2016-17, and \$15,000 in the FY 2017-18 budget; and the remainder of \$9,954.16 is expected to be available in the FY 2018-19 budget, subject to budget availability.

Request-for-Proposal (RFP): SCAG staff notified 1,687 firms of the release of RFP 15-031-C1 via SCAG's Solicitation Management System. A total of 72 firms downloaded the RFP. SCAG received the following three (3) proposals in response to the solicitation (prices shown below include both optional tasks specified in the RFP):

Cambridge Systematics, Inc. (1 subconsultant)	\$944,534
DCR Design (3 subconsultants)	\$579,250
Mobitrio (1 subconsultant)	\$775,044

Selection Process: The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed the two (2) highest ranked offerors (Cambridge Systematics, Inc. and DCR Design).

The PRC consisted of the following individuals:

Rye Baerg, Regional Planner, SCAG
Miya Edmonson, Associate Transportation Planner, Caltrans, District 7
Leigh Guannu, Lead Information Technology Project Manager, SCAG
Josh Lee, Senior Planner, SANBAG
Julia Salinas, Transportation Planning Manager, Metro

Basis for Selection: The PRC recommended Cambridge Systematics, Inc. for the contract award because the consultant:

- Demonstrated the most extensive familiarity with regional modeling data needs which will be supported by the data collected in the Database and demonstrated the most familiarity with similar regional and national projects. The selected consultant team also demonstrated the best combination of staff qualifications necessary for completing the project in a timely manner. The lowest priced firm did not demonstrate the familiarity and breadth of experience with regional modeling data needs at the level required for this project. In addition, the lowest priced firm included multiple options for several tasks. Costs for these tasks varied widely and were too convoluted for staff to determine the true total cost of this firm's proposal. The lowest priced firm also proposed ongoing costs for access to data various platforms and this approach and associated costs were unacceptable to staff. Further, the second lowest priced firm did not demonstrate active transportation experience and proposed many programming languages that were outside of SCAG staff's expertise, which would limit staff's ability to maintain the Database in the future;
- Demonstrated the best understanding of the proposed scope of work and the key elements involved. Specifically, the selected consultant provided a proposal that recognizes innovative, current trends in what is known as big data (large data sets requiring innovative analysis strategies) for providing access to

the data collected and best met the priorities of the project. This will provide maximum flexibility for SCAG's local partners interested in accessing the data; and

- Demonstrated the most extensive experience with projects of similar size and scope. In addition, the selected consultant proposed the most innovative approach to data collection and data management through the development of a strategic plan and flexible data management strategies that will serve the region as a framework for active transportation data collection in an era of rapid technological innovation.

**Conflict Of Interest Form - Attachment
For February 4, 2016 Regional Council Approval**

Item No. 3

Approve Contract No. 15-031-C1, in an amount not to exceed \$414,954, to expand the capacity and functionality of SCAG's Bicycle Data Clearinghouse (BDC).

This consultant team for this contract includes:

Cambridge Systematics, Inc. (prime consultant). This firm disclosed a conflict in the Conflict Form they submitted with their proposal - form attached.

Chen Ryan (subconsultant). This firm did not disclose a conflict in the Conflict Form they submitted with their proposal - form attached.

SCAG CONFLICT OF INTEREST FORM

RFP No. 15-031

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 www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "Doing Business with SCAG," whereas the SCAG staff and Regional Council members lists can be found under "About SCAG."

Any questions regarding the information required to be disclosed in this form should be directed to Justine Block, SCAG Deputy Legal Counsel, 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: Cambridge Systematics, Inc.
Name of Preparer: Eric A. Ziering, Executive Vice President
Project Title: Regional Active Transportation Database (Database)
RFP Number: 15-031 **Date Submitted:** May 11, 2015

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
James Hahn for Mayor	6/6/2001	\$250.00
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Eric A. Ziering, hereby declare that I am the (position or title) Executive Vice President of (firm name) Cambridge Systematics, 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 May 5, 2015 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.



May 5, 2015

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.

SCAG CONFLICT OF INTEREST FORM

RFP No. 15-031

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 www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "Doing Business with SCAG," whereas the SCAG staff and Regional Council members lists can be found under "About SCAG."

Any questions regarding the information required to be disclosed in this form should be directed to Justine Block, SCAG Deputy Legal Counsel, 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: Chen Ryan Associates, Inc.

Name of Preparer: Sherry Ryan

Project Title: Regional Active Transportation Database

RFP Number: No. 15-031 Date Submitted: 5/1/2015

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:

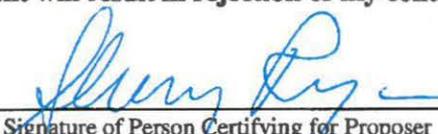
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Sherry Ryan, hereby declare that I am the (position or title) Principal of (firm name) Chen Ryan Associates, 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 5/1/2015 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.



 _____ 5/1/2015

 Signature of Person Certifying for Proposer Date

 (original signature required)

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.

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DATE: February 4, 2016

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

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

SUBJECT: AB 620 (Hernández) – Metro ExpressLanes Toll Exemption - OPPOSE

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Oppose

EXECUTIVE SUMMARY:

AB 620 (Hernández) would require the Los Angeles County Metropolitan Transportation Authority (Metro) to grant hardship exemptions from tolls to low income commuters in its value-pricing and transit development (ExpressLanes) program. Current law authorizes Metro to conduct, administer, and operate the ExpressLanes Program on I-10 and I-110 in Los Angeles County, and requires that Metro work with affected communities in the two highway corridors to provide mitigation measures for low-income commuters, including reduced toll charges and toll credits for transit users. Metro believes that allowing full exemptions to the toll run counter to the overall purpose of the program and would jeopardize funding for public transit services. Further, Metro's ExpressLanes program is the only program in the state and nation that has developed and implemented a Low-Income Assistance Plan to address equity concerns. The Legislative/Communications and Membership Committee (LCMC) at its January 19, 2016 meeting recommended to oppose.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan: Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; and Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

BACKGROUND:

SB 1422 (Ridley-Thomas), Chapter 547, Statutes of 2008, authorized Metro, until January 15, 2013, to develop and operate a value-pricing and transit development demonstration program involving high-occupancy toll lanes, referred to as ExpressLanes. The program was primarily funded with a \$210 million congestion reduction demonstration grant from the U.S. Department of Transportation. Tolling began in November 2012 on the I-110 and in February 2013 on the I-10. AB 1224 (Eng), Chapter 441, Statutes of 2010, extended the sunset and reporting dates for the ExpressLanes Program from January 2013 to January 2015, and SB 1298 (Hernández), Chapter 531, Statutes of 2013, recast the program and extended it indefinitely.

The law requires Metro, when implementing the program, to work with affected communities in the two highway corridors and provide mitigation measures for low-income commuters, including reduced toll charges and toll credits for transit users. It requires that participants in the low-income assistance program meet eligibility requirements for any one of several specific public assistance programs.

AB 620

AB 620 requires Metro to modify its low-income assistance program by expanding it to require mitigation measures for low-income transit users as well as low-income commuters; and requiring Metro to offer, for five years, toll-free passage to commuters that are eligible for specific public assistance programs. AB 620 seeks to mitigate the financial impact that hardship exemptions could create by granting Metro the authority to opt-out of the hardship exemption requirement upon a finding that granting the hardships would jeopardize the ExpressLanes operation. Hardship exemptions up to that point would still be valid until 2022.

Specifically, AB 620 provisions would expand the low-income assistance program as follows:

- Expands the requirement that Metro work with low-income commuters in communities affected by the ExpressLanes Program in the Interstate 10 (I-10) and Interstate 110 (I-110) corridors to require that mitigation measures (such as reduced toll charges and toll credits for transit users) be extended also to low-income transit users.
- Provides that these mitigation measures apply to low-income commuters and transit users that do not otherwise meet the criteria for a hardship exemption, as described below.
- Requires Metro, until January 1, 2022, to exempt commuters from ExpressLanes toll charges if they meet the eligibility requirements for any one of the following public assistance programs:
 - California Work Opportunity and Responsibility to Kids Act (CalWORKS Program);
 - State Supplementary Program for Aged, Blind and Disabled;
 - County Aid Relief to Indigents;
 - CalFresh (a.k.a. Food Stamp Program);
 - Food Assistance Program for Legal Immigrants; or
 - Cash Assistance Program for Aged, Blind, and Disabled Legal Immigrants.
- Authorizes Metro to discontinue issuing hardship exemptions if it determines at a public hearing that issuing additional exemptions will "significantly jeopardize" the amount of toll revenues necessary to operate and maintain the ExpressLanes Program;
- Requires Metro to report to the Legislature by January 31, 2019, the number of hardship exemptions that were provided during the period between January 1, 2017, and December 31, 2018, and specifically how many were provided to commuters residing in the San Gabriel Valley.

Discussion

The bill's author, Assemblymember Roger Hernández (D-West Covina) introduced AB 620 due to concerns about the impact that the ExpressLanes program is having on constituents in his district, particularly low-income constituents. He has voiced concerns that the ExpressLanes Program was supposed to improve commutes for all users in the corridor, not just the toll-paying ones. He asserts that these improvements have not, however, materialized and that lanes adjacent to the tolled lanes experience longer periods of congestion now than they did prior to the start of the ExpressLanes Program. Consequently, commuters that can afford to pay the tolls enjoy shorter commutes at the expense of non-paying commuters (including his low-income constituents) for whom travel times have worsened.

The author also believes Metro's low-income assistance program is underperforming, as demonstrated by low enrollment rates in the program and the fact that there are only two facilities in all of Los Angeles County where applicants can take proof of eligibility to participate in the low-income assistance program (in addition to being able to mail the information in).

LA Metro opposes this bill. Metro asserts that its low-income assistance program is the first in the nation to address equity concerns on toll lane projects and has been, by many accounts generally successful. In developing the low income assistance program, Metro has conducted over 700 outreach meetings and briefings since 2008, and has implemented a peer review process that included the University of Southern California, the University of California at Los Angeles, the Environmental Defense Fund and the Corridor Advisory Groups. Additionally, the program was also reviewed by experts at the United States Department of Transportation (USDOT) Research and Innovative Technology Administration. These findings were included in the report submitted to the Legislature pursuant to the legislation that authorized this program prior to its implementation. USDOT review found that "The equity analysis showed that Metro's re-investment of net toll revenues promotes equity" and "Metro's policy for reinvestment of the ExpressLanes net toll revenues for diverse and multimodal projects promotes a positive, equitable impact."

Metro reports that, to date, the ExpressLanes Program has invested over \$150 million in transit-related improvements along the I-110 and I-10 corridors, including a new transit center in El Monte, 59 new buses for transit providers and safety improvements to the Harbor Transitway. Year over year growth for the Metro Silver Line, (both on the 10 and 110), has shown a 17% average annual ridership growth for the last four fiscal years, demonstrating its popularity and success, and close to half of all trips on the ExpressLanes are toll-free trips, with users opting to carpool in-lieu of travelling in the lanes alone for a fee. For the I-110, 50% of the trips are toll-free and for the I-10, 47% of all trips are toll-free. To date, 8,877 households are enrolled in the low-income assistance program out of over 450,000 Express Lane accounts. To participate in the low-income assistance program, an individual must be a Los Angeles County resident with an annual household income at or below two times the federal poverty level (e.g., \$40,180 for a 3-person household). Metro reports that a majority of FastTrak account holders have a median household income below \$75,000.

Recommendation

The LCMC, at its January 19, 2016 meeting, concurred with the staff recommendation to oppose the bill and recommended by unanimous vote with one (1) abstention that SCAG oppose AB 620. Metro in its opposition has already noted that the bill's proposed exemptions would jeopardize funding for public transit services, which is a priority for low income communities. Staff also notes that allowing exemptions runs counter to the policy underpinning the creation of the ExpressLanes which acknowledge that it is an enhanced level of service that saves time for commuters choosing to use it rather than the other lanes of traffic during peak travel times and, as such, every user should pay something to use. The low income assistance program, the first of its kind in the state and nation for an express lanes project, is sufficiently vetted and gives adequate consideration to low income users choosing to utilize these lanes. Any motorist can choose the other lanes at any time at no charge and, indeed, approximately half of the trips in the express lanes are toll free in any event. The LCMC recommends oppose.

AB 620 passed the Assembly Transportation Committee (9-3) on January 11, 2016; it does not require a fiscal committee hearing. Presently the bill is in Assembly 3rd Reading File.

ATTACHMENT:

AB 620

AMENDED IN ASSEMBLY JANUARY 5, 2016

CALIFORNIA LEGISLATURE—2015–16 REGULAR SESSION

ASSEMBLY BILL

No. 620

Introduced by Assembly Member Roger Hernández

February 24, 2015

An act to amend Section 149.9 of the Streets and Highways Code, relating to transportation.

LEGISLATIVE COUNSEL'S DIGEST

AB 620, as amended, Roger Hernández. High-occupancy toll lanes: exemptions from tolls.

Existing law authorizes a value-pricing and transit development program involving high-occupancy toll (HOT) lanes to be conducted, administered, developed, and operated on State Highway Routes 10 and 110 in the County of Los Angeles by the Los Angeles County Metropolitan Transportation Authority (LACMTA) under certain conditions.

Existing law requires LACMTA, in implementing the program, to continue to work with the affected communities in the respective corridors and provide mitigation measures for commuters and transit users of low income, including reduced toll charges and toll credits. Existing law requires eligible commuters and transit users to meet the eligibility requirements for specified assistance programs.

This bill would instead require LACMTA, in implementing the program, to ~~adopt eligibility requirements for~~ *provide* mitigation measures for commuters and transit users of low ~~and moderate income, as defined, income~~ and would also require LACMTA, *until January 1, 2022*, to provide hardship exemptions from the payment of toll charges for commuters who meet the eligibility requirements for specified

assistance programs. *The bill would authorize LACMTA to discontinue issuing hardship exemptions if it determines at a public hearing that issuing additional exemptions would significantly jeopardize the amount of toll revenues necessary to operate and maintain the program. The bill would require LACMTA to report to the Legislature by January 31, 2019, the number of hardship exemptions provided during the time period from January 1, 2017, to December 31, 2018, inclusive, to commuters in total and to commuters residing in the San Gabriel Valley.*

Vote: majority. Appropriation: no. Fiscal committee: no. State-mandated local program: no.

The people of the State of California do enact as follows:

1 SECTION 1. Section 149.9 of the Streets and Highways Code
 2 is amended to read:
 3 149.9. (a) Notwithstanding Sections 149 and 30800 of this
 4 code, and Section 21655.5 of the Vehicle Code, the Los Angeles
 5 County Metropolitan Transportation Authority (LACMTA) may
 6 conduct, administer, and operate a value-pricing and transit
 7 development program involving high-occupancy toll (HOT) lanes
 8 on State Highway Routes 10 and 110 in the County of Los Angeles.
 9 LACMTA, with the consent of the department, may direct and
 10 authorize the entry and use of the State Highway Routes 10 and
 11 110 high-occupancy vehicle lanes by single-occupant vehicles and
 12 those vehicles that do not meet minimum occupancy requirements,
 13 as defined by LACMTA, for a fee. The amount of the fee shall be
 14 established by, and collected in a manner to be determined by,
 15 LACMTA. LACMTA may continue to require high-occupancy
 16 vehicles to have an electronic transponder or other electronic device
 17 for enforcement purposes.
 18 (b) LACMTA shall implement the program in cooperation with
 19 the department, and with the active participation of the Department
 20 of the California Highway Patrol, pursuant to an agreement that
 21 addresses all matters related to design, construction, maintenance,
 22 and operation of state highway system facilities in connection with
 23 the program. With the consent of the department, LACMTA shall
 24 establish appropriate performance measures, such as speed or travel
 25 times, for the purpose of ensuring optimal use of the HOT lanes
 26 by high-occupancy vehicles without adversely affecting other
 27 traffic on the state highway system.

1 (1) Agreements between LACMTA, the department, and the
2 Department of the California Highway Patrol shall identify the
3 respective obligations and liabilities of each party to the agreement
4 and assign them responsibilities relating to the program. The
5 agreements entered into pursuant to this section shall be consistent
6 with agreements between the department and the United States
7 Department of Transportation relating to programs of this nature.
8 The agreements entered into pursuant to this section shall include
9 clear and concise procedures for enforcement by the Department
10 of the California Highway Patrol of laws prohibiting the
11 unauthorized use of the HOT lanes. The agreements shall provide
12 for reimbursement of state agencies, from revenues generated by
13 the program or other funding sources that are not otherwise
14 available to state agencies for transportation-related projects, for
15 costs incurred in connection with the implementation or operation
16 of the program, as well as maintenance of state highway system
17 facilities in connection with the program.

18 (2) All remaining revenue generated by the program shall be
19 used in the corridor from which the revenue was generated
20 exclusively for preconstruction, construction, and other related
21 costs of high-occupancy vehicle facilities, transportation corridor
22 improvements, and the improvement of transit service in the
23 corridor, including, but not limited to, support for transit operations
24 pursuant to an expenditure plan adopted by LACMTA. LACMTA's
25 administrative expenses related to the operation of the program
26 shall not exceed 3 percent of the revenues.

27 (c) Single-occupant vehicles and those vehicles that do not meet
28 minimum occupancy requirements that are certified or authorized
29 by LACMTA for entry into, and use of, the State Highway Routes
30 10 and 110 high-occupancy vehicle lanes are exempt from Section
31 21655.5 of the Vehicle Code, and the driver shall not be in violation
32 of the Vehicle Code because of that entry and use.

33 (d) (1) In implementing the program, LACMTA shall continue
34 to work with the affected communities in the respective corridors
35 and provide mitigation measures for commuters and transit users
36 of low and moderate income, within the meaning of Section 50093
37 of the Health and Safety Code, *income*, including reduced toll
38 charges and toll credits for transit users, if they do not qualify
39 under paragraph (2) for a hardship exemption. *exemption as long*
40 *as paragraph (2) remains operative.*

1 (2) ~~LACMTA~~ (A) *Except as provided in subparagraph (B),*
 2 *LACMTA shall also provide hardship exemptions from the payment*
 3 *of toll charges for commuters who meet the eligibility requirements*
 4 *for assistance programs under Chapter 2 (commencing with Section*
 5 *11200) or Chapter 3 (commencing with Section 12000) of Part 3*
 6 *of, Part 5 (commencing with Section 17000) of, or Chapter 10*
 7 *(commencing with Section 18900), Chapter 10.1 (commencing*
 8 *with Section 18930), or Chapter 10.3 (commencing with Section*
 9 *18937) of Part 6 of, Division 9 of the Welfare and Institutions*
 10 *Code.*

11 (B) *LACMTA may discontinue issuing hardship exemptions*
 12 *pursuant to subparagraph (A) if it determines at a public hearing*
 13 *that issuing additional hardship exemptions would significantly*
 14 *jeopardize the amount of toll revenues necessary to operate and*
 15 *maintain the program. In making that determination, LACMTA*
 16 *shall not consider the cost of providing the mitigation measures*
 17 *required by paragraph (1) as part of the costs necessary to operate*
 18 *and maintain the program.*

19 (C) *This paragraph shall become inoperative on January 1,*
 20 *2022.*

21 (3) *LACMTA shall report to the Legislature by January 31,*
 22 *2019, the number of hardship exemptions provided pursuant to*
 23 *paragraph (2) during the time period from January 1, 2017, to*
 24 *December 31, 2018, inclusive, to commuters in total and to*
 25 *commuters residing in the San Gabriel Valley. The report shall be*
 26 *submitted in compliance with Section 9795 of the Government*
 27 *Code. This paragraph shall become inoperative on January 31,*
 28 *2023, pursuant to Section 10231.5 of the Government Code.*

29 (e) *LACMTA and the department shall report to the Legislature*
 30 *by January 31, 2015. The report shall include, but not be limited*
 31 *to, a summary of the program, a survey of its users, the impact on*
 32 *carpoolers, revenues generated, how transit service or alternative*
 33 *modes of transportation were impacted, any potential effect on*
 34 *traffic congestion in the high-occupancy vehicle lanes and in the*
 35 *neighboring lanes, the number of toll-paying vehicles that utilized*
 36 *the HOT lanes, any potential reductions in the greenhouse gas*
 37 *emissions that are attributable to congestion reduction resulting*
 38 *from the HOT lane program, any comments submitted by the*
 39 *Department of the California Highway Patrol regarding operation*
 40 *of the lanes, and a description of the mitigation measures on the*

1 affected communities and commuters in the program. The report
2 shall be submitted in compliance with Section 9795 of the
3 Government Code. This subdivision shall become inoperative on
4 January 31, 2019, pursuant to Section 10231.5 of the Government
5 Code.

6 (f) Toll paying commuters shall have the option to purchase
7 any necessary toll paying equipment, prepay tolls, and renew toll
8 payments by cash or by using a credit card.

9 (g) This section shall not prevent the department or any local
10 agency from constructing facilities that compete with a HOT lane
11 program, and LACMTA shall not be entitled to compensation for
12 adverse effects on toll revenue due to those facilities.

13 (h) LACMTA may issue bonds, as set forth in Chapter 5
14 (commencing with Section 130500) of Division 12 of the Public
15 Utilities Code, at any time to finance any costs necessary to
16 implement a value-pricing and transit development program
17 established in accordance with this section and to finance any
18 expenditures payable from the revenues generated from the
19 program.

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DATE: February 4, 2016

TO: Legislative/Communications & Membership Committee (LCMC)

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

SUBJECT: SCAG Logo Re-Design

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

For Discussion Only – No Action Required.

EXECUTIVE SUMMARY:

SCAG's current logo, the "bow tie," has been in place since 1996. Over the last year, as SCAG celebrated its 50th Anniversary, a special 50th Anniversary logo was introduced as part of the celebrations. As the 50th Anniversary logo is nearing its useful life, rather than revert to the outdated "bow tie," staff is proposing the agency adopt a new logo. Staff has procured a marketing and strategic communications firm, One Eighteen Advertising, Inc., to assist in a re-design of the SCAG logo and to provide insight on how SCAG can use branding to better reflect its current mission, purpose, and role. The consultant team will research and conduct interviews with board members, stakeholders, and staff on the SCAG brand. The consultant will test several re-designs of the SCAG logo. The unveiling of the new SCAG logo is anticipated for the 2016 Regional Conference and General Assembly, May 5-6, at the La Quinta Resort.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective b: Develop External Communications and Media Strategy to Promote Partnerships, Build Consensus, and Foster Inclusiveness in the Decision Making Process.

BACKGROUND:

Last year, SCAG celebrated its 50th anniversary of the agency. SCAG has had many accomplishments over the past five decades, and in more recent years, has raised its profile as a convener of the region's many elected, community and business leaders, while promoting collaboration to address some of Southern California's toughest public policy issues. With the adoption of the 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy, SCAG has championed for increased funding opportunities for cities to implement the policies incorporated within the plan, which strive to increase mobility, promote sustainability, and improve the quality of life for residents. In addition, SCAG has been continually educating, building partnerships, and providing valuable services to its member cities. To date, 190 out of 191 cities in the region are members of SCAG, a reflection of the value the agency provides.

SCAG reached an incredible milestone last year, and there is now the opportunity to update the agency logo and visual branding to better align with the SCAG of today. SCAG's most recent logo – the "bow

REPORT

tie” – was adopted in 1996, nearly 20 years ago. It has served its purpose, but is now outdated. SCAG has procured a marketing and advertising firm, One Eighteen Advertising, to assist in updating the logo and assist in visual branding techniques. Their scope includes research and interviews with key staff, board members, and other stakeholders to provide insight on the SCAG brand and perceptions/reputation of the agency. They will also develop multiple logo designs, conduct feedback testing in focus groups, provide examples of logo use in a variety of uses (i.e. letterhead, website) and a design style guide for appropriate use of the logo. In addition, the consultant will provide strategies on branding and assistance on the successful rollout of the new, updated logo.

It is understood that a logo re-design should have a thorough understanding of SCAG’s formation, its legacy, the role it plays today and imagine what it will be in the future. A staff report and presentation on this project was given to the LCMC on January 19. A subcommittee was formed to oversee the process. Updates on the results of the interviews and the re-design will be reported to LCMC and a final design will be brought before LCMC and the RC for final approval. It is anticipated that the updated SCAG logo will be presented at the 2016 Regional Conference and General Assembly, May 5-6, at the La Quinta Resort. Following the event, the new logo will be integrated into a variety of SCAG communication channels to heighten the awareness of the new SCAG branding, and it will also be rolled out at the office over the course of the next fiscal year.

ATTACHMENT:

PowerPoint Presentation: New SCAG Logo

New SCAG Logo

February 4, 2016



New SCAG Logo Initiative

- SCAG's most recent logo has been in use since 1996. Since then, SCAG has:
 - Raised its profile as a convener of the region's many elected, community and business leaders
 - Redefined itself as an entity that educates, builds partnerships and provides valuable services to its member cities
- A new logo should more accurately reflect the role of the agency today and in the future

2

Logo History



1965-1975

3

Logo History



1976-1995

4

Logo History



5

Where Do We Go From Here?

- Marketing consultant will assist in:
 - Interviewing key staff, board members and other stakeholders on SCAG brand
 - Developing multiple logo designs, conducting focus group testing
 - Providing strategies on effective rollout of new logo



2015

6

SCAG Re-Branding Initiative

■ Project Timeline

- Jan. – Feb. 2016: Research and interviews
- Feb. – March 2016: Design and development of logo
- April 2016: Preparations for rollout
- May 2016: Unveil new SCAG logo at the Regional Conference and General Assembly
- May – July 2016: Continue rollout of new logo

7

Thank You

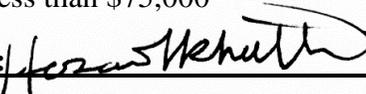


DATE: February 4, 2016

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

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

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

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
For Information Only - No Action Required.

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

BACKGROUND:

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

<u>Vendor</u>	<u>PO Purpose</u>	<u>PO Amount</u>
Southern California Leadership Council	2016 SCAG Membership	\$20,000
SoftwareONE, Inc.	Adobe Creative Cloud Software License Agreement	\$14,309
Atkinson Baker, Inc.	Court Reporting Services	\$6,756
Coalition for America's Gateway & Trade Corridors	2016 SCAG Membership	\$6,500
McCune Audio Video Lighting	Video Taping Services for the 2016 Economic Summit	\$6,014
City Fare, Inc.	All Staff Appreciation Luncheon	\$5,800
Mileage-Based User Fee Alliance	2016 SCAG Membership	\$5,000
Los Angeles County Business Federation	2016 SCAG Membership	\$5,000

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

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
Parsons Brinckerhoff, Inc. 16-012-C1	The City of Diamond Bar and SCAG are seeking professional and technical consultant services to prepare a Supplemental Needs Study related to improvements where the State Route (SR) 60 and SR-57 merge in the cities of Diamond Bar and Industry. The study evaluates whether additional improvements are warranted (beyond those already planned) to address congestion, safety, weaving, traffic diversion, goods movement, and other related	\$124,888

REPORT

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

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
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SCAG executed the Amendment between \$5,000 and \$74,999

<u>Consultant/Contract #</u>	<u>Amendment's Purpose</u>	<u>Amendment Amount</u>
Bruce Lieberman (15-038-C1)	The purpose of this amendment is to secure additional consultant support for integrating edits from staff into the Final Draft of the 2016-2040 Regional Transportation Plan / Sustainable Communities Strategy (2016 RTP/SCS). The consultant will also assist staff with crafting a compilation of the 2016 RTP/SCS visioning essays, which will be used as a marketing piece for the 2016 RTP/SCS.	\$14,971

CONSULTANT CONTRACTS 16-012-C1

Recommended Consultant:	Parsons Brinckerhoff, Inc.						
Background & Scope of Work:	<p>The City of Diamond Bar and SCAG are seeking professional and technical consultant services to prepare a Supplemental Needs Study related to improvements where the State Route (SR) 60 and SR-57 merge in the cities of Diamond Bar and Industry. The cities of Diamond Bar and Industry, with the support of Metro and SCAG, are proceeding with a comprehensive set of improvements where the SR-60 & SR-57 merge (also known as SR-60/SR-57 Confluence). Some of these improvements are under construction, some are designed, and some are concepts waiting for the funding to be available. The study evaluates whether or not additional improvements are warranted (beyond those already planned) to address congestion, safety, weaving, traffic diversion, goods movement, and other related issues. The consultant shall evaluate improvements and recommend which, if any, should progress to more detailed engineering and environmental studies.</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">• Technical memoranda and reports;• Traffic forecasts; updated SCAG model with proposed improvement alternatives; updated micro-simulation model;• Transportation benefits of each alternative;• Stakeholder and public meetings; presentations; and• Draft and final Reports.						
Strategic Plan:	<p>This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective b: Develop external communications and media strategy to promote partnerships, build consensus and foster inclusiveness in the decision making process.</p>						
Contract Amount:	<table><tr><td>Total not-to-exceed</td><td style="text-align: right;">\$124,888</td></tr><tr><td>Parsons Brinckerhoff, Inc. (prime consultant)</td><td style="text-align: right;">\$86,484</td></tr><tr><td>Iteris, Inc. (subconsultant)</td><td style="text-align: right;">\$38,404</td></tr></table>	Total not-to-exceed	\$124,888	Parsons Brinckerhoff, Inc. (prime consultant)	\$86,484	Iteris, Inc. (subconsultant)	\$38,404
Total not-to-exceed	\$124,888						
Parsons Brinckerhoff, Inc. (prime consultant)	\$86,484						
Iteris, Inc. (subconsultant)	\$38,404						
Contract Period:	January 12, 2016 through December 31, 2016						
Project Number:	145-3253.01 \$124,888 Funding source: Federal Highway Administration (FHWA) and Local (City of Diamond Bar) Funding of \$124,888 is available in the FY 2015-16 budget						
Request-for-Proposal (RFP):	<p>SCAG staff notified 1,807 firms of the release of RFP 16-012-C1. SCAG staff also posted it on SCAG's bid management system. A total of 32 firms downloaded the RFP. SCAG received the following two (2) proposals in response to the solicitation:</p> <table><tr><td>Parsons Brinckerhoff, Inc. (1 subconsultant)</td><td style="text-align: right;">\$124,888</td></tr><tr><td>Stantec Consulting, Inc. (2 subconsultants)</td><td style="text-align: right;">\$222,130</td></tr></table>	Parsons Brinckerhoff, Inc. (1 subconsultant)	\$124,888	Stantec Consulting, Inc. (2 subconsultants)	\$222,130		
Parsons Brinckerhoff, Inc. (1 subconsultant)	\$124,888						
Stantec Consulting, Inc. (2 subconsultants)	\$222,130						

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

The PRC consisted of the following individuals:

John Ballas, City Engineer, City of Industry

Daniel Kopulsky, Chief, Regional Planning & Goods Movement, Caltrans, District 7

David Liu, Director of Public Works, City of Diamond Bar

Rajeev Seetharam, Senior Regional Planner, SCAG

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

- Illustrated the most thorough understanding of the project's objectives and deliverables by addressing all critical issues and thoroughly discussing the options. They also best demonstrated the importance of stakeholder involvement.
- Demonstrated the strongest knowledge and expertise with SCAG's travel demand modeling and micro-simulation; and
- Proposed the lowest price.

CONTRACT 15-038-C1 AMENDMENT 1

Consultant:	Bruce Lieberman						
Background & Scope of Work:	<p>On June 8, 2015, SCAG awarded Contract 15-038-C1 to Bruce Lieberman to provide editorial assistance with the development of the 2016-2040 Regional Transportation Plan / Sustainable Communities Strategy (2016 RTP/SCS).</p> <p>The project's overall goal is to create a cohesive, unified 2016 RTP/SCS that is easily understandable by the general public, while at the same time meeting all technical requirements, including all necessary information required for review by the approving agencies (primarily federal Department of Transportation and California Air Resources Board). The 2016 RTP/SCS document should make maximum use of visual elements, simple language, intuitive organization, and the minimum necessary text to fully express all the needed information.</p> <p>The purpose of this amendment is to secure additional consultant support for integrating edits from staff into the Final Draft of the 2016 RTP/SCS and to enable the consultant to continue to synthesize text from multiple authors into an easily understandable document with a cohesive voice. The consultant will also provide these services in crafting a compilation of the 2016 RTP/SCS visioning essays, which will be used as a marketing piece for the 2016 RTP/SCS. This amendment increases the contract value from \$50,000 to \$64,971.</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">• Providing edits and comments on the draft and final 2016 RTP/SCS chapters.						
Strategic Plan:	This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.						
Amendment Amount:	<table><tr><td>Amendment 1</td><td style="text-align: right;">\$14,971</td></tr><tr><td>Original contract value</td><td style="text-align: right;"><u>\$50,000</u></td></tr><tr><td>Total contract value is not-to-exceed</td><td style="text-align: right;">\$64,971</td></tr></table>	Amendment 1	\$14,971	Original contract value	<u>\$50,000</u>	Total contract value is not-to-exceed	\$64,971
Amendment 1	\$14,971						
Original contract value	<u>\$50,000</u>						
Total contract value is not-to-exceed	\$64,971						
	<p>This amendment does not exceed \$65,000 or 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual (dated 11/01/14) Section 8.3, it does not require the Regional Council's approval.</p>						
Contract Period:	June 8, 2015 through June 30, 2016						
Project Number:	266-00715.01 \$64,971 Funding Source: Transportation Development Act (TDA)						
Basis for the Amendment:	<p>The consultant has provided essential services in collaboratively editing and guiding the creation of the draft 2016 RTP/SCS. To date, all major work has been delivered on-time and the project is on schedule. The scope is being revised to integrate input received during the public comment period on the 2016 RTP/SCS and to assist in the editing and creation of a compilation for the visioning essays that SCAG requested from various regional experts and industry leaders on the future of Southern California. The compilation and essays will be used as a marketing piece for the 2016 RTP/SCS.</p>						

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DATE: February 4, 2016

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

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

SUBJECT: 2016 Legislative Priorities

EXECUTIVE DIRECTOR'S APPROVAL:



RECOMMENDED ACTION:

Approve

EXECUTIVE SUMMARY:

Each year, the Regional Council adopts the state and federal legislative priorities of SCAG for the year. This report contains the final recommendations of the Legislative/Communications and Membership Committee (LCMC) as the legislative priorities for consideration and adoption by the Regional Council for 2016. These build upon the priorities adopted for 2015 and incorporate input from SCAG's Sixth Annual Economic Summit held January 7, 2016 from business and public sector leaders. Additionally, the priorities include specific input provided by LCMC Members concerning CEQA streamline objectives, workforce education and development, mileage based user fee, and videoconferencing roll calls. After consideration at its January 19, 2016 meeting, the LCMC recommends adoption by the Regional Council of these 2016 state and federal legislative priorities.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan: Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; and Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities.

BACKGROUND:

The following legislative priorities are submitted to the Regional Council for your consideration for adoption as SCAG's 2016 legislative priorities. These priorities encompass broad, policy oriented objectives of the agency that build upon prior RC adopted goals and actions, as well as those supported and pursued by partner agencies in Southern California including, primarily, the six transportation commissions within SCAG's jurisdiction. These priorities are designed to be inclusive of a broad range of legislative proposals that may be advanced throughout the 2016 legislative state and federal legislative sessions, which may be brought again to the LCMC/RC for consideration throughout the year as the legislative calendar permits.

The priorities are submitted for your consideration after consulting with the major Metropolitan Planning Organizations (MPOs) in California, members of the California Association of Councils of Governments, the Southern California Transportation Commissions, and various sister agencies in the

REPORT

transportation sector throughout the region comprising the Southern California Legislative Roundtable. The LCMC, in its approval of these priorities remind Members that adoption does not preclude the Committee, or the Regional Council, from considering action on other legislative items that may arise in session this year; it is intended to focus the agency's resources on legislation affecting priority policy areas to maximize effectiveness in addressing its most important priorities.

FUNDING - Support legislative efforts offering a balanced consideration of revenue measures to addresses the State's systemic funding deficit, both to establish new sources of statewide funding for the transportation infrastructure as well as to return to transportation those revenues that previously have been diverted to other purposes. Protect all new sources of transportation from borrowing or use for any purpose other than transportation. Support a regional equity component or consideration to additional revenues from any source to ensure that Southern California receives its fair share of funding based upon population, burden, and other quantifiable measures that correspond with the funding source. Support legislation that ensures funding of 'fix-it-first' and maintenance of good repair expenditures to address the multi-billion dollar need to repair and maintain the existing infrastructure. Support dedicated, secure funding to state highways, streets, and local roads to support the maintenance and rehabilitation of the state and local road projects and transit systems. Support measures to ensure drivers' privacy and disallow penalties to drivers in connection with proposals to establish a mileage-based user fee, vehicle miles travelled fee/tax or other like proposals.

GOODS MOVEMENT - As the nation's global trade gateway, Southern California's freight infrastructure is vital to the state and national economy. Support legislation providing for robust funding to the Trade Corridors Improvement Fund (TCIF), formerly funded by voter-approved transportation bond funds, building upon its prior success to fund critically needed infrastructure enhancements along California's high volume freight corridors.

SHARED REVENUES – Recognizing that cities and counties face tremendous road repair deficiencies and maintenance backlogs, support legislation that embraces sharing of roadway maintenance between state highways and local roads as vital to maintaining and improving the condition of each.

OPERATIONAL AND EFFICIENCY IMPROVEMENTS – Support legislative efforts to provide efficiency reforms and streamline state processes to affect operational improvements and better utilize all funds invested into the public infrastructure.

FEDERAL AUTHORIZATION IMPLEMENTATION – Following the passage of the federal surface transportation law 'Fixing America's Surface Transportation (FAST) Act of 2015', support state legislation to implement its provisions including funding for metropolitan planning; investment in a national freight program; flexible use of Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding; supporting pilot program allowing States to let CEQA stand for NEPA reviews to eliminate duplicative environmental reviews; and permitting MPOs in addition to States to receive federal grant resources to conduct pilot programs or studies. Support needed timeline adjustments in the state Alternative Transportation Program to integrate guidelines establishment and call for projects with implementation of the federal bill and funding availability under the state program in FY 19/20.

CAP-AND-TRADE FUNDING - Support legislation to equitably distribute revenues from the implementation of the Cap-and-Trade program to transportation improvements and sustainable

communities that maximize resources to the SCAG region. Specifically, in 2015 the Legislature deferred action on appropriating 40% of the annual Cap-and-Trade funding for the fiscal year, leaving approximately \$735 million un-allocated. This amount could be appropriated in FY2016-17 with the Cap-and-Trade funds available from auction of emissions allowances for the upcoming fiscal year. SCAG supports legislation to increase the share of Cap-and-Trade funds dedicated to transportation, providing increased funding for goods movement projects and purposes that reduce Greenhouse Gas (GHG) emissions, public transit, active transportation, and other projects that implement a Sustainable Communities Strategies (SCS) and reduce carbon emissions.

PROJECT STREAMLINING & EXPEDITING - Support California Environmental Quality Act (CEQA) modernization and process reform to expedite project delivery and promote job creation. Promote design-build, innovative procurement of projects, expedited judicial review of environmental related determinations, Public-Private-Partnerships (P3s), and in general increased options for contracting and financing, where appropriate, to achieve more efficient project delivery. Support innovative approaches to streamline CEQA wherever reasonable, including but not limited to proposals to establish a CEQA court or judicial proceeding specializing in the determinations and processes surrounding the CEQA law to more expeditiously move the legal review portion of CEQA to accelerate resolution of these issues and the overall development of projects.

PUBLIC/PRIVATE PARTNERSHIPS - Support legislation consistent with the findings of the House T&I Committee Special Panel on Public-Private Partnerships to support P3s that are transparent, accountable, and synergistically marry the policy goals of the public sector with the financial needs and expertise of the private sector, including support of improved P3 design-bid-build & design-build procurement processes; improved performance standards to measure success, curtail project delays, reduce and provide more accountable expenditure.

POVERTY AND WORKFORCE DEVELOPMENT - Support legislation that increases opportunities for workforce development and education, particularly initiatives that focus on regional coordination and investment in education and skills development in the region's top industry clusters. Support financial literacy as part of the education component in Poverty and Workforce Development to ensure that students and workers have sufficient understanding of financial concepts and instruments to make the most of the training and development they receive to lift themselves from poverty and joblessness. Support legislation that restores and strengthens programs that prevent, alleviate, and reduce poverty; and improve access to education, training, and jobs.

TECHNOLOGY AND PUBLIC MEETINGS – identify and support any legislative efforts that seek to reasonably accommodate and improve the efficiency, transparency and accountability of public meetings with changing technologies that impact how meetings are conducted and how actionable items are recorded and transmitted, including the use of video-conferencing technology and other means of remote transmission of noticed, public meetings pursuant to the Brown Act.

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REPORT

DATE: February 4, 2016

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

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

SUBJECT: CFO Monthly Report

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
For Information Only-No Action Required.

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

MEMBERSHIP DUES:
As of January 12, 2016, 194 cities and counties have paid their FY16 membership dues representing 99% of the assessment. We continue our outreach efforts.

BUDGET & GRANTS (B&G):
B&G staff continued to work on the development of the Fiscal Year (FY) 2016-17 Comprehensive Budget and Overall Work Program (OWP).

On December 23, 2015, B&G staff received Federal approval for Amendment 1 to the FY 2015-16 Overall Work Program. Amendment 2 is pending approval.

B&G staff began preparation of the FY 2015-16 2nd Quarter OWP Progress Report. This mid-year progress report for projects is due to Caltrans on January 30, 2016.

During the fall of 2015, SCAG facilitated a Call for Applications for the Federal Transit Administration's (FTA) Fiscal Year 2014-15 Low or No (LoNo) Emission Vehicle Deployment Program. On November 23, 2015, B&G staff submitted a total of 8 applications for the grant program with SCAG as the lead applicant and primary recipient. A total of \$33 million was requested and FTA anticipates making the awards in the spring/summer of 2016.

During the fall/winter of 2015, SCAG facilitated a Call for Applications for the Caltrans' Sustainable Transportation Planning Grant Program. On December 30, 2015, B&G staff submitted a total of 17 applications for the grant program with SCAG as the lead applicant and primary recipient. A total of \$4.9 million was requested and Caltrans anticipates making the awards in the spring/summer of 2016.

REPORT

CONTRACTS:

In December 2015, the Contracts Department issued two (2) Requests for Proposal (RFP's); awarded one (1) contract; issued twelve (12) contract amendments; and processed 37 Purchase Orders to support ongoing business and enterprise operations. Staff also administered 126 consultant contracts.

Contracts staff continued to negotiate better pricing and reduced costs for services. During the month of December 2015, over \$68,524 in budget savings was realized, thus bringing the current fiscal year cumulative budget savings total to approximately \$231,476.

ATTACHMENT:

December 2015 CFO Monthly Status Report



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

Office of the Chief Financial Officer

Monthly Status Report

DECEMBER 2015

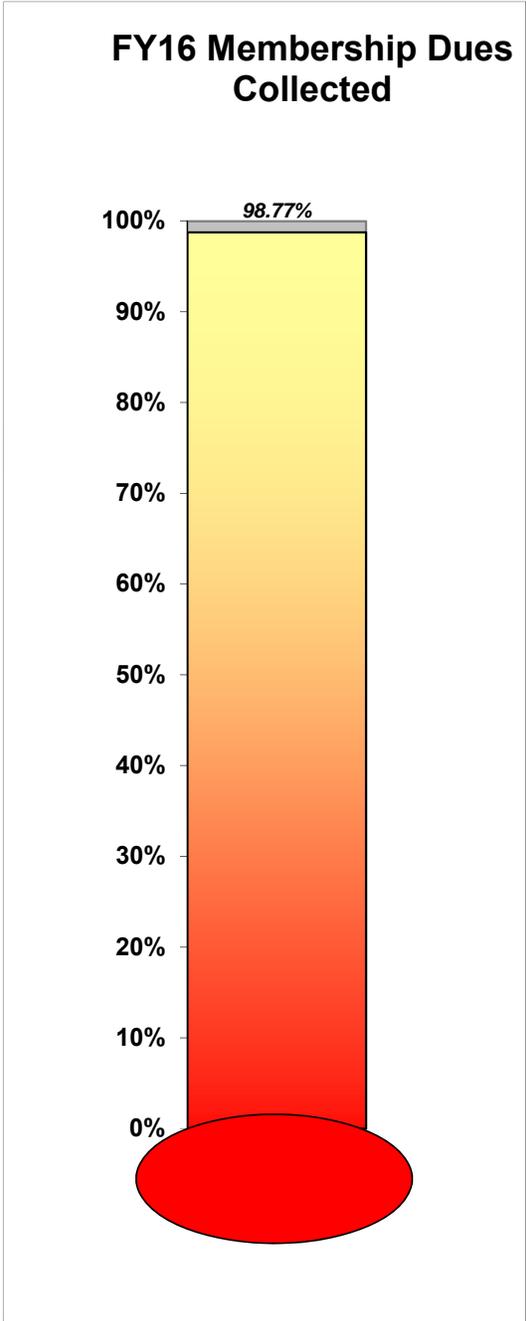


OVERVIEW

As of January 12, 2016, 194 cities and counties have renewed their membership while there are three cities in the SCAG region that are still being recruited for membership.

SUMMARY

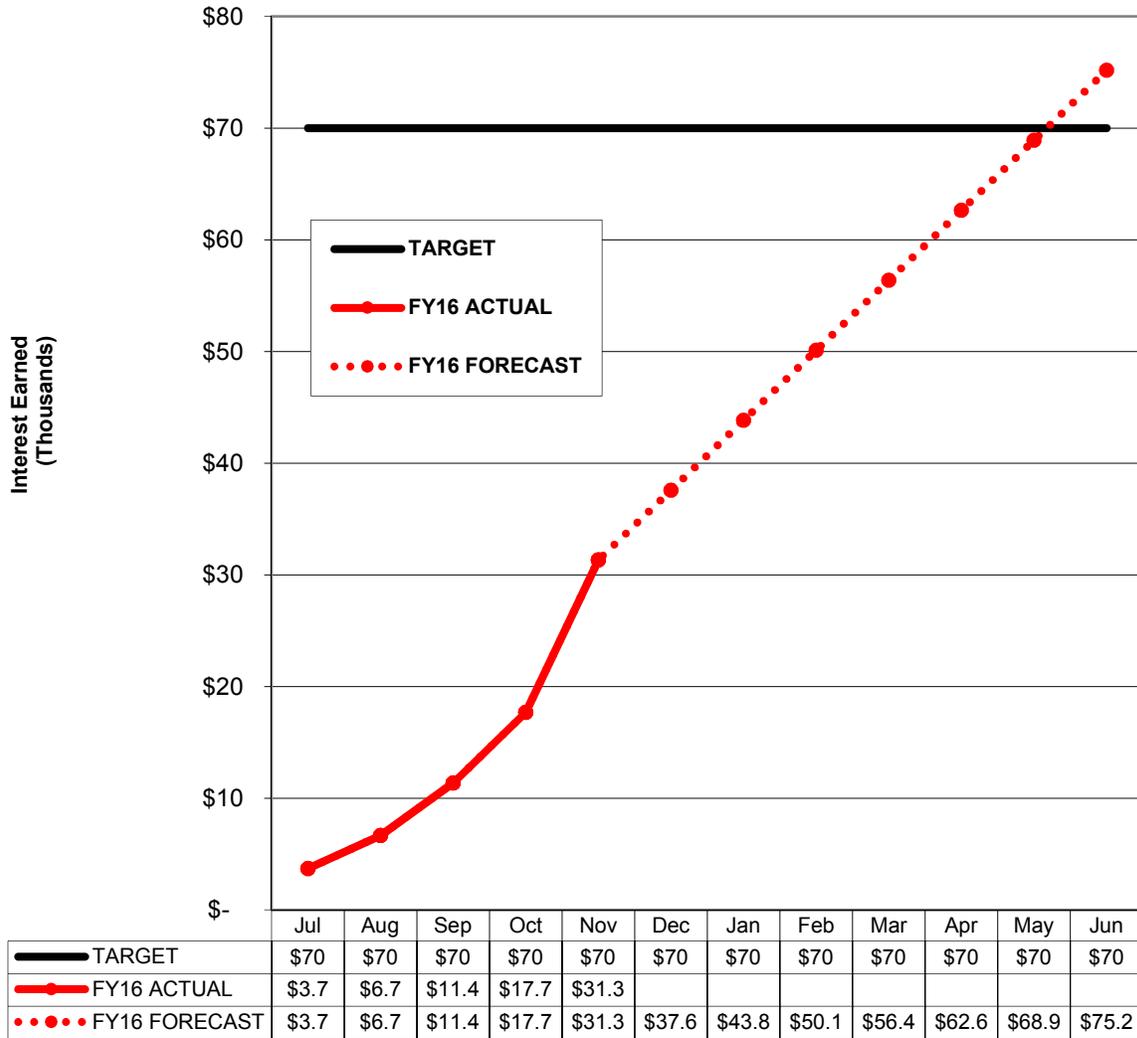
FY16 Membership Dues	<u><u>\$1,923,000.00</u></u>
Total Collected	<u><u>\$1,899,368.00</u></u>
Percentage Collected	<u><u>98.77%</u></u>



Office of the CFO
Interest Earnings Variance



INTEREST EARNINGS VARIANCE



OVERVIEW

Actual interest income is plotted against the target amount. The amount earned through November was \$31,321. The LA County Pool earned 0.75% in November.

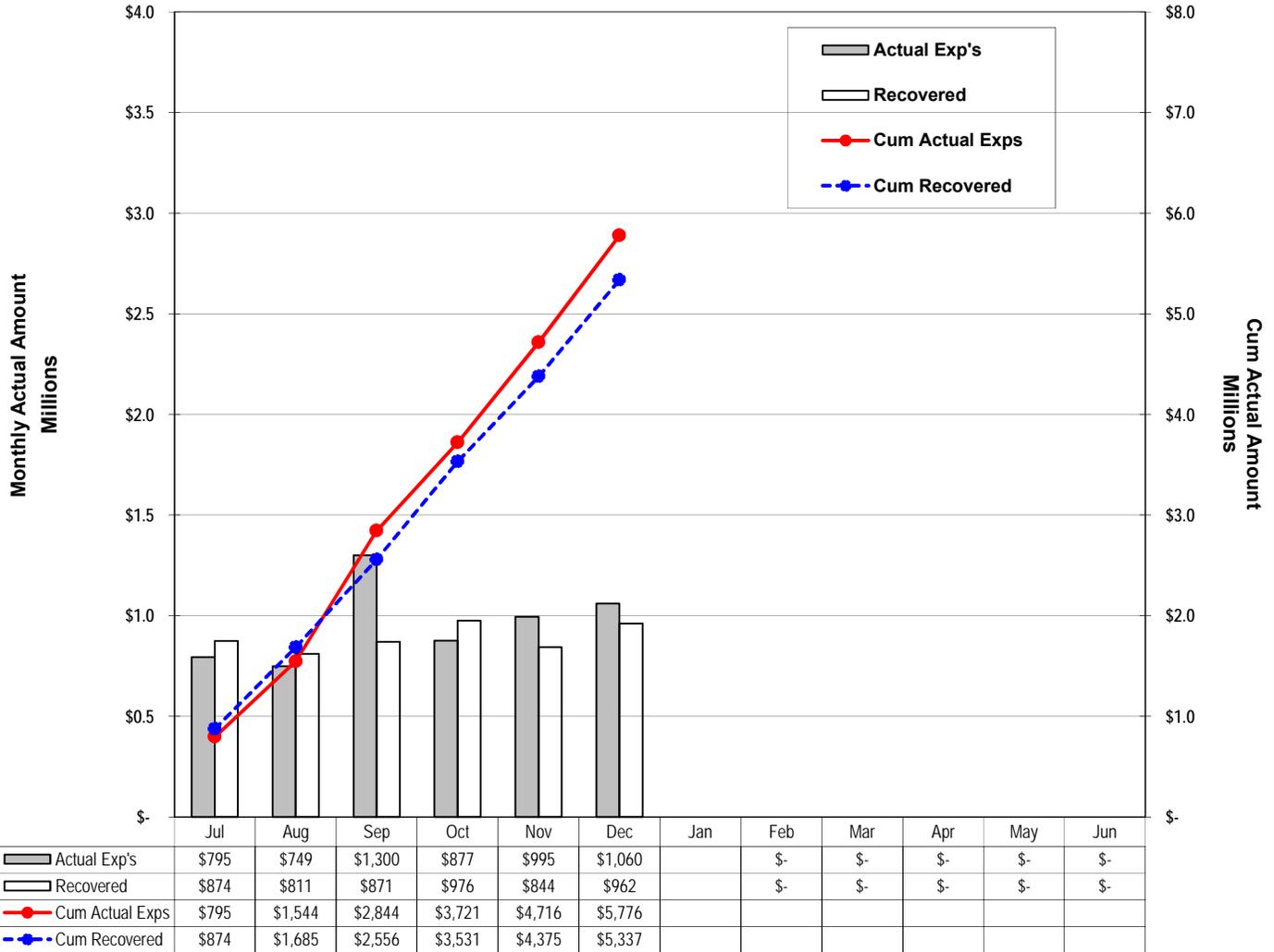
SUMMARY

The amount projected for FY16 is \$75,169, which is \$5,169 more than the revised target.



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

FY16 INDIRECT COST & RECOVERY



OVERVIEW

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

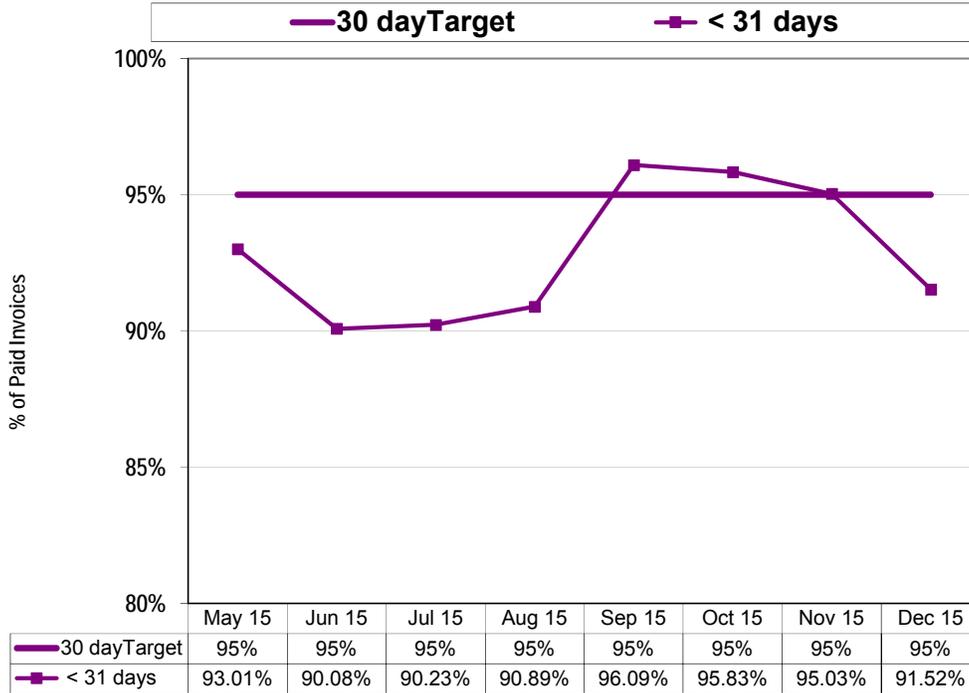
SUMMARY

Through December 2015, SCAG was under-recovered by \$439,301 due to lower than budgeted labor charges and the recapture of prior over-recovery.

Office of the CFO
Invoice Aging



INVOICE AGING



OVERVIEW

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

SUMMARY

91.52% of December 2015's payments were made within 30 days of invoice receipt.

At month-end, 84 invoices remained unpaid less than 30 days.

Actual

OVERVIEW

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

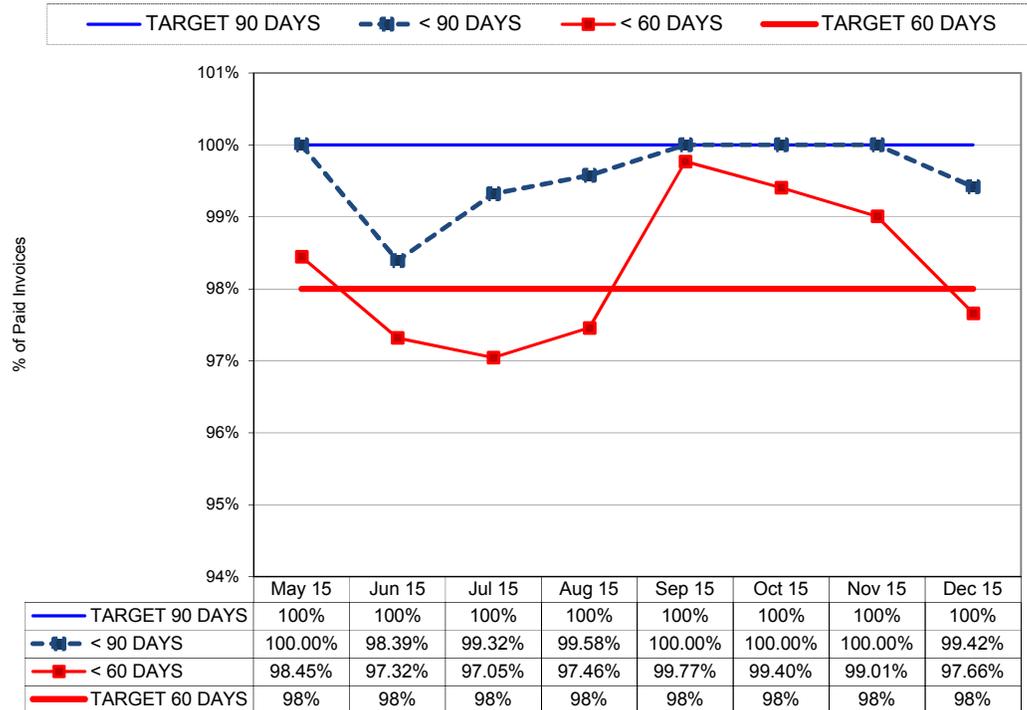
SUMMARY

These goals were not met during this period.

97.66% of December 2015's payments were within 60 days of invoice receipt and 99.42% within 90 days. Invoices unpaid 30-60 days totaled 19; 60-90 days: 4; >90 days: 0.



INVOICE AGING



Office of the CFO
Consolidated Balance Sheet

	11/30/2015	12/31/2015	Incr (decr) to equity	COMMENTS
1				
2	Cash at Bank of the West	\$ 2,960,644	\$ 1,062,570	
3	LA County Investment Pool	\$ 13,151,553	\$ 13,165,182	
4	Cash & Investments	\$ 16,112,197	\$ 14,227,752	\$ (1,884,445) Payables were reduced, receivables grew
5				
6	Accounts Receivable	\$ 5,660,824	\$ 6,368,076	\$ 707,252 CPG receivable grew by \$0.3 million, Value Pricing by \$0.2 million
7				
8	Fixed Assets - Net Book Value	\$ 622,179	\$ 622,179	\$ - No change
9				
10	Total Assets	\$ 22,395,200	\$ 21,218,007	\$ (1,177,194)
11				
12	Accounts Payable	\$ (889,497)	\$ (597,818)	\$ 291,679 Progress made in reducing outstanding balances
13				
14	Employee-related Liabilities	\$ (640,685)	\$ (299,576)	\$ 341,109 Nov had eleven unpaid working days, Dec had four
15				
16	Other Current Liabilities	\$ (238,588)	\$ (146,860)	\$ 91,729 IC under-recovery grew by \$99K
17				
18	Deferred Revenue	\$ (479,435)	\$ (504,435)	\$ (25,000) Received \$25K for Diamond Bar SR57/60 project.
19				
20	Total Liabilities and Deferred Revenue	\$ (2,248,206)	\$ (1,548,689)	\$ 699,517
21				
22	Fund Balance	\$ 20,146,995	\$ 19,669,318	\$ (477,677)
23				
24				
	WORKING CAPITAL			
25		11/30/2015	12/31/2015	Incr (decr) to working capital
26	Cash	\$ 16,112,197	\$ 14,227,752	\$ (1,884,445)
27	Accounts Receivable	\$ 5,660,824	\$ 6,368,076	\$ 707,252
28	Accounts Payable	\$ (889,497)	\$ (597,818)	\$ 291,679
29	Employee-related Liabilities	\$ (640,685)	\$ (299,576)	\$ 341,109
30	Working Capital	\$ 20,242,839	\$ 19,698,434	\$ (544,405)

Office of the CFO

Fiscal Year-To-Date Expenditure Report Through December 31, 2015



SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS

COMPREHENSIVE BUDGET

		Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	Staff & Allocated Fringe Benefits	210,255	210,255	40,913		169,342	19.5%
2	51001 Allocated Indirect Costs	149,738	149,738	29,126		120,612	19.5%
3	54300 SCAG Consultants	568,383	568,383	140,596	368,813	58,973	24.7%
4	54340 Legal costs	100,000	100,000	33,740	49,051	17,209	33.7%
6	55441 Payroll, bank fees	15,000	15,000	2,461		12,539	16.4%
7	55510 Office Supplies	20,000	20,000	9,188	10,812	0	45.9%
8	55600 SCAG Memberships	5,250	26,282	26,282	0	0	100.0%
9	55610 Professional Membership	13,700	13,700	6,926	4,884	1,890	50.6%
10	55730 Capital Outlay	542,106	542,106	-		542,106	0.0%
11	55830 Conference - Registration	15,000	15,000	10,465	1,830	2,705	69.8%
12	55860 Scholarships	32,000	32,000	30,000		2,000	93.8%
13	55910 RC/Committee Mtgs	-	20,000	13,106	0	6,894	65.5%
14	55914 RC General Assembly	500,000	500,000	-	167,992	332,008	0.0%
16	55915 Demographic Workshop	13,000	13,000	-	1,907	11,093	0.0%
17	55916 Economic Summit	57,000	57,000	16,769	3,502	36,729	29.4%
18	55917 Labor Summit	13,500	13,500	-	0	13,500	0.0%
19	55920 Other Meeting Expense	90,000	70,000	27,598	39,367	3,035	39.4%
20	55930 Miscellaneous other	89,000	62,968	6,864	27,096	29,008	10.9%
21	55940 Stipend - RC Meetings	230,000	230,000	96,610	0	133,390	42.0%
22	56100 Printing	10,000	10,000	99	2,096	7,805	1.0%
23	58100 Travel - outside SCAG region	50,000	50,000	15,022	0	34,978	30.0%
24	58101 Travel - local	26,000	26,000	15,401	0	10,599	59.2%
25	58110 Mileage - local	23,500	23,500	8,542	0	14,958	36.4%
26	58150 Staff Lodging Expense	3,000	8,000	4,986		3,014	62.3%
27	58800 RC Sponsorships	112,750	112,750	76,243	8,500	28,007	67.6%
28	Total General Fund	2,889,182	2,889,182	610,938	685,851	1,592,393	21.1%
29				-			
30	Staff & Fringe Benefits	15,287,307	15,306,029	7,455,971		7,850,058	48.7%
31	51001 Allocated Indirect Costs	10,887,267	10,900,601	5,307,906		5,592,695	48.7%
32	54300 SCAG Consultants	16,316,856	18,587,161	3,135,991	14,789,539	661,631	16.9%
33	54301 Consultants - Other	70,000	154,845		28,366	126,479	0.0%
34	54350 Professional Services	207,200	207,200	106,374	100,826	0	51.3%
35	55210 Software Support	176,566	289,584	289,584	0	0	100.0%
36	55280 Third Party Contribution	3,710,826	3,673,670	1,588,386	0	2,085,284	43.2%
38	55620 Resource Materials - subscrib	832,000	639,205	39,479	116,599	483,127	6.2%
39	55810 Public Notices	50,000	50,000	212	1,482	48,306	0.4%
40	55830 Conference - Registration	10,000	10,000	50	2,725	7,225	0.5%
41	55920 Other Meeting Expense	26,000	26,000	38		25,962	0.1%
42	55930 Miscellaneous - other	194,880	189,127	3,376	5,668	180,083	1.8%
43	55950 Temp Help	110,248	245,248	68,003	42,245	135,000	27.7%
44	56100 Printing	61,000	61,000	1,635	0	59,365	2.7%
45	58100 Travel	288,100	288,100	59,886	0	228,214	20.8%
46	Total OWP	48,228,250	50,627,770	18,056,891	15,087,450	17,483,429	35.7%
47				-			
48	Comprehensive Budget	51,117,432	53,516,952	18,667,829	15,773,301	19,075,822	34.9%

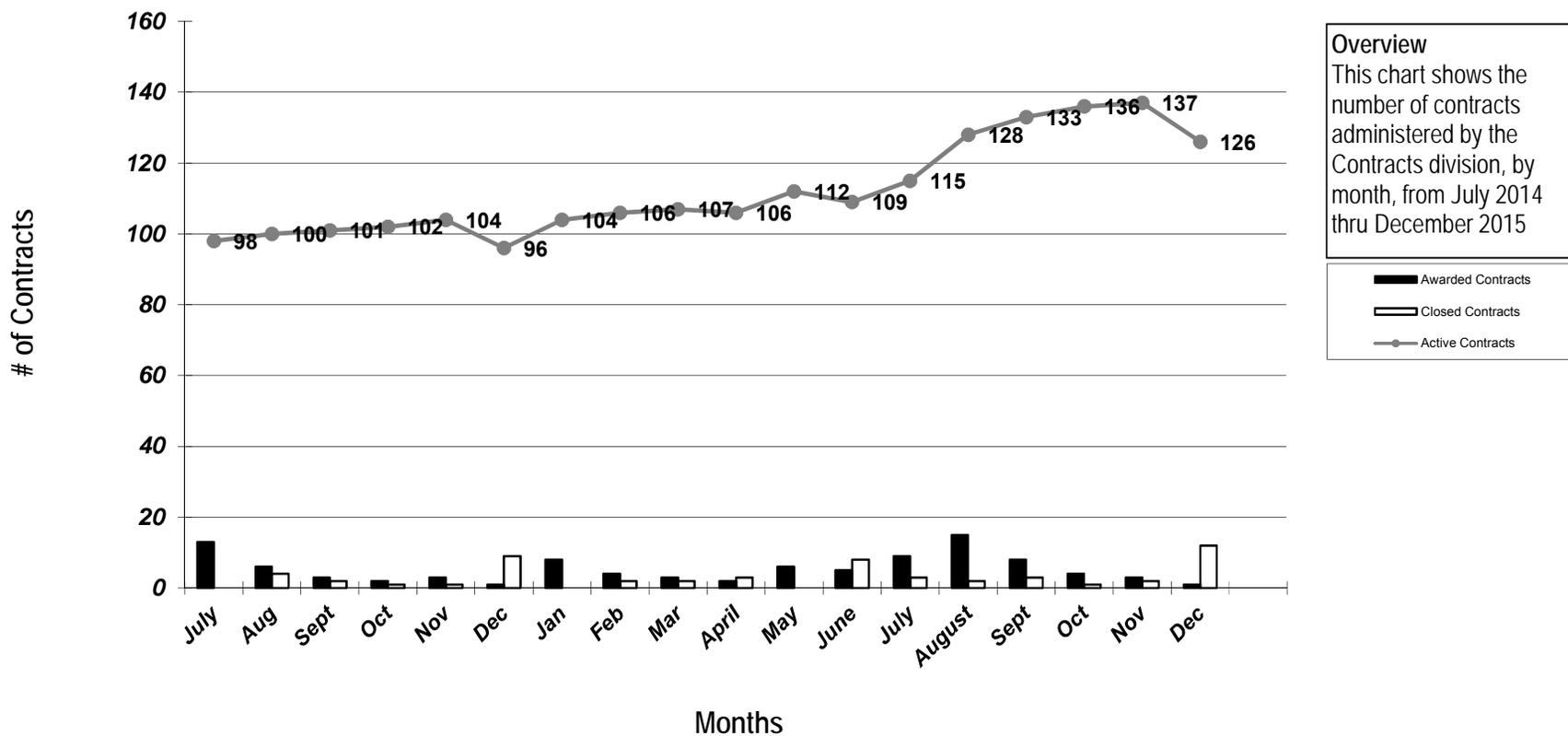
Office of the CFO
Fiscal Year-To-Date Expenditure Report Through December 31, 2015



INDIRECT COST EXPENDITURES

			Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	50010	Regular Staff	3,627,908	3,620,908	1,878,017		1,742,891	51.9%
2	50013	Regular OT	-	799	799		0	100.0%
3	50014	Interns, Temps, Annuity	81,000	92,358	15,281		77,078	16.5%
5	51000	Allocated Fringe Benefits	2,672,978	2,667,821	1,411,932		1,255,889	52.9%
6	54300	SCAG Consultants	134,000	134,000	52,209	81,791	0	39.0%
7	54301	Consultants - Other	1,299,359	1,299,359	397,261	622,155	279,943	30.6%
8	54340	Legal	335,000	335,000	115,074	114,926	105,000	34.4%
10	55210	Software Support	460,461	460,461	230,560	94,873	135,027	50.1%
11	55220	Hardware Supp	79,777	79,777	72,837	1,888	5,052	91.3%
12	55240	Repair & Maint Non-IT	30,000	26,475	20,124	6,350	0	76.0%
14	55400	Office Rent 818 Offices	1,582,877	1,582,877	954,176	628,702	0	60.3%
15	55410	Office Rent Satellite	171,490	171,490	96,573	74,916	0	56.3%
16	55420	Equip Leases	126,186	126,186	40,487	85,699	0	32.1%
17	55430	Equip Repairs & Maint	13,323	16,848	16,848	0	0	100.0%
18	55440	Insurance	144,683	144,683	75,327	1,216	68,140	52.1%
19	55441	Payroll / Bank Fees	10,000	10,000	5,682		4,318	56.8%
20	55445	Taxes	-	5,465	3,659	0	1,806	67.0%
21	55460	Mater & Equip < \$5,000	49,500	49,500	22,087	15,566	11,848	44.6%
22	55510	Office Supplies	80,000	80,000	28,899	40,421	10,680	36.1%
23	55520	Graphic Supplies	2,000	2,000	1,003	997	0	50.2%
24	55530	Telephone	175,000	175,000	71,009	83,991	20,000	40.6%
25	55540	Postage	10,000	10,000	10,000	0	0	100.0%
26	55550	Delivery Services	5,000	5,000	1,989	3,011	0	39.8%
27	55600	SCAG Memberships	182,151	177,151	125,486	10,000	41,665	70.8%
29	55620	Res Mats/Subscrip	45,727	51,096	51,096	0	0	100.0%
30	55700	Deprec - Furn & Fixt	45,000	45,000	-		45,000	0.0%
31	55710	Deprec - Computer Equipment	75,000	75,000	-		75,000	0.0%
32	55715	Amortiz - Software	108,791	108,791	-		108,791	0.0%
33	55720	Amortiz - Leasehold Improvements	10,000	10,000	-		10,000	0.0%
34	55800	Recruitment Notices	15,000	15,000	1,101	13,899	0	7.3%
35	55801	Recruitment - other	25,000	25,000	8,873	16,127	0	35.5%
36	55810	Public Notices	5,000	5,000	800	0	4,200	16.0%
37	55820	Training	81,500	81,500	33,793	17,202	30,505	41.5%
38	55830	Conference/workshops	16,850	16,850	1,373	0	15,477	8.1%
39	55920	Other Mtg Exp	5,200	3,937	-	480	3,457	0.0%
40	55930	Miscellaneous - other	8,000	3,429	1,040	2,389	0	30.3%
41	55950	Temp Help	38,500	38,500	6,008	23,992	8,500	15.6%
42	56100	Printing	21,000	21,000	683	17,624	2,693	3.3%
43	58100	Travel - Outside	96,800	93,922	12,315		81,607	13.1%
44	58101	Travel - Local	11,450	11,450	5,013		6,437	43.8%
45	58110	Mileage - Local	45,725	45,725	4,040		41,685	8.8%
48	58200	Travel - Reg Fees	-	2,879	2,879	0	0	100.0%
49	58450	Fleet Vehicle	2,000	2,000	-		2,000	0.0%
50	Total Indirect Cost		11,929,236	11,929,236	5,776,333	1,958,217	4,194,686	48.4%

SCAG Contracts (Year to Date)



Overview
 This chart shows the number of contracts administered by the Contracts division, by month, from July 2014 thru December 2015

- Awarded Contracts
- Closed Contracts
- Active Contracts



Summary

The chart shows that the Contracts Department is managing 126 active consultant contracts. Sixty-nine of these are Cost Plus Fixed Fee contracts, 20 are fixed price contracts, and the remaining 37 are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). The Contracts Department anticipates issuing approximately 15 contracts for the remainder of FY 2015-16. Note, due to the nature of SCAG's work, the majority of SCAG contracts have a one year term and end on June 30th each year.



GROUPS	Authorized Positions	Filled Positions	Vacant Positions
Executive	3	2	1
Legal	3	2	1
Strategy, Policy & Public Affairs	21	19	2
Administration	44	42	2
Planning & Programs	69	62	7
Total	140	127	13

OTHER POSITIONS

GROUPS	Limited Term Positions	Temp Positions	Agency Temps
Executive	0	0	0
Legal	0	0	0
Strategy, Policy & Public Affairs	2	2	1
Administration	3	4	0
Planning & Programs	3	17	0
Total	8	23	1