



MEETING OF THE

EXECUTIVE/ADMINISTRATION COMMITTEE

Main Office

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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, October 8, 2015
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>

SCAG, in accordance with the Americans with Disabilities Act (ADA), will accommodate persons who require a modification of accommodation in order to participate in this meeting. SCAG is also committed to helping people with limited proficiency in the English language access the agency's essential public information and services. You can request such assistance by calling (213) 236-1908. We request at least 72 hours (three days) notice to provide reasonable accommodations and will make every effort to arrange for assistance as soon as possible.

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Executive/Administration Committee

Members – October 2015

Members

Representing

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 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 Government Representative
	14. Mr. Randall Lewis	<i>Lewis Group of Companies</i>	Ex-Officio
	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

OCTOBER 8, 2015

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 September 3, 2015 Meeting</u> | Attachment | 1 |
| 2. <u>Contracts \$200,000 or Greater: Contract No. 15-033-C1, Pacific Coast Highway Parking Master Plan</u> | Attachment | 7 |
| 3. <u>Contracts \$200,000 or Greater: Contract No. 16-004-C1, Regional Active Transportation Safety and Encouragement Campaign: Develop and Implement the Targeted Trainings and Toolkit</u> | Attachment | 17 |
| 4. <u>Contract Amendment that exceeds \$75,000, as well as 30% of the Contract's Original Value: Contract 13-008-C1, SCAG Region Value Pricing Project</u> | Attachment | 33 |
| 5. <u>Contract Amendment that exceeds \$75,000, as well as 30% of the Contract's Original Value: Contract No. 13-019-C1, Videography Services</u> | Attachment | 50 |

EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

OCTOBER 8, 2015

<u>CONSENT CALENDAR - continued</u>	<u>Page No.</u>
6. <u>SCAG Sponsorship – California Economic Summit</u>	Attachment 63
7. <u>CivicSpark Sponsorship Agreement</u>	Attachment 65
 <u>Receive and File</u>	
8. <u>Recap of Progress made on the Development of the Draft 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS) and Anticipated Next Steps</u>	Attachment 77
9. <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>	Attachment 91
10. <u>October 2015 State and Federal Legislative Update</u>	To be distributed under separate cover
11. <u>2015 Active Transportation Program Update</u>	Attachment 98
12. <u>SCAG Sustainability Planning Grants Program – Monthly Update</u>	Attachment 103
13. <u>Cap-and-Trade Greenhouse Gas Reduction Fund: Affordable Housing & Sustainable Communities (AHSC) Program Update: Draft Guidelines</u>	Attachment 111
 <u>ACTION/DISCUSSION ITEMS</u>	
14. <u>Amendment 1 of the Fiscal Year (FY) 2015-16 Overall Work Program (OWP)</u> <i>(Basil Panas, Chief Financial Officer)</i>	Attachment 113
<p>Recommended Action: Adopt Resolution No. 15-573-1 approving Amendment 1 to the FY 2015-16 OWP and authorize the Executive Director, or his designee, to submit the necessary administrative documentation to the California Department of Transportation (Caltrans).</p>	
15. <u>Cooperative Agreement between SCAG, the County of San Bernardino and San Bernardino Associated Governments (SANBAG) for Phase Two of the San Bernardino Countywide Habitat Preservation/Conservation Framework</u> <i>(Hasan Ikhata, Executive Director)</i>	Attachment 119
<p>Recommended Action: Approve the Cooperative Agreement between SCAG, the County of San Bernardino, and SANBAG to partner on the second phase of the San Bernardino Countywide Habitat Preservation/Conservation Framework and authorize the SCAG President to execute the Agreement on behalf of SCAG.</p>	

EXECUTIVE/ADMINISTRATION COMMITTEE

AGENDA

OCTOBER 8, 2015

Page No.

CFO MONTHLY REPORT
(Basil Panas, Chief Financial Officer)

Attachment 138

FUTURE AGENDA ITEM/S

ANNOUNCEMENT/S

ADJOURNMENT

The next regular EAC meeting is scheduled for Thursday, November 5, 2015 at the SCAG Los Angeles Office.

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

September 3, 2015

MINUTES

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE. A RECORDING OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Executive/Administration Committee (EAC) held its September 3, 2015 meeting at the SCAG Offices, in Los Angeles, California. The meeting was called to order by Hon. Cheryl Viegas-Walker, President, El Centro, District 1, at 9:07 a.m. There was a quorum.

Members Present

Hon. Cheryl Viegas-Walker, El Centro, Chair	District 1
Hon. Michele Martinez, Santa Ana, 1 st Vice-Chair	District 16
Hon. Margaret Finlay, Duarte, 2 nd Vice-Chair	District 35
Hon. Carl Morehouse, Imm. Past President	District 47
Hon. Joe Buscaino, Los Angeles	District 62
Hon. Bill Jahn, Big Bear Lake	District 11
Mr. Randall Lewis, Ex-Officio	Lewis Group of Companies
Hon. Clint Lorimore, Eastvale	District 4
Hon. Andrew Masiel, Sr.	Pechanga Band of Luiseno Indians
Hon. Barbara Messina, Alhambra	District 34
Hon. Greg Pettis, Cathedral City	District 2
Hon. Pam O'Connor, Santa Monica	District 41
Hon. Rex Richardson, Long Beach	District 29
Hon. Alan Wapner, Ontario	SANBAG

Members Not Present

Hon. Larry McCallon, Highland	District 7
Hon. Kris Murray, Anaheim	District 19
Hon. Carmen Ramirez, Oxnard	District 45
Hon. Deborah Robertson, Rialto	District 8

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Hon. Cheryl Viegas-Walker, Chair, called the meeting to order at 9:07 a.m., and asked Hon. Alan Wapner to lead the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

There were no public comments.

REVIEW AND PRIORITIZE AGENDA ITEMS

There was no reprioritization of the agenda.

EXECUTIVE DIRECTOR'S REPORT

Hasan Ikhata, Executive Director, provided an update on the 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS) development process. He focused discussion on the Policy Growth Forecast and the input provided from over 80 jurisdictions, of which SCAG staff and SCAG's stakeholders and partners will work to incorporate all of the technical feedback received, specifically information on planned development projects and entitlements. Mr. Ikhata stated that the Policy Committees today will discuss major policy issues concerning the finance plan, and seek direction in order to adopt the Draft 2016-2020 RTP/SCS guidelines.

Discussion ensued. Staff is completing preparation of the Draft 2016 RTP/SCS, there may not be an opportunity for feedback for those who did not initially respond; however, after the December release of the Draft RTP/SCS, additional input or feedback may be submitted during the 55-day public review and comment period.

Full details and additional updates can be found in the Executive Director's Monthly Report which was distributed separately.

PRESIDENT'S REPORT

Hon. Cheryl Viegas-Walker, Chair, deferred the President's Report to the Regional Council meeting held later today.

ACTION/DISCUSSION ITEMS

1. 2015 Investment Policy

Basil Panas, CFO, provided an overview and background information on the 2015 Investment Policy, and asked the EAC to recommend that the Regional Council approve the 2015 Statement of Investment Policy.

A MOTION was made (Martinez) and SECONDED (Finlay) to approve staff's recommendation. The motion was passed by the following votes:

AYES: Viegas-Walker, Martinez, Finlay, Buscaino, Jahn, Lorimore,
Messina, Morehouse, O'Connor, Pettis, and Wapner
NOES: None

ABSTAIN: None

2. AB 1250 (Bloom) – Buses: Axle Weight

Darin Chidsey, Director, Strategy, Policy and Public Affairs provided an overview and background information on AB 1250 (Bloom). He asked the EAC to support the bill.

There were no additional discussions made on this item.

A MOTION was made (O'Connor) and SECONDED (Jahn) to approve staff's recommendation of Support. The motion was passed by the following votes:

AYES: Viegas-Walker, Martinez, Finlay, Buscaino, Jahn, Lorimore,
Messina, Morehouse, O'Connor, Pettis, and Wapner

NOES: None

ABSTAIN: None

3. SB 25 (Roth) – Local Government Finance: Property Tax Revenue Allocation: Vehicle License Fee Adjustments

Darin Chidsey, Director, Strategy, Policy and Public Affairs provided an overview and background information on SB 25 (Roth). He asked the EAC to support the bill.

A MOTION was made (Wapner) and SECONDED (Jahn) to approve staff's recommendation of Support. The motion was passed by the following votes:

AYES: Viegas-Walker, Martinez, Finlay, Buscaino, Jahn, Lorimore,
Messina, Morehouse, O'Connor, Pettis, and Wapner

NOES: None

ABSTAIN: None

4. 2016 Meeting Schedule of the Regional Council and Policy Committees

Hasan Ikhata, Executive Director, discussed the Proposed 2016 Meeting Schedule. He recommended that the Regional Council and Policy Committee meetings should be kept on the first Thursday of each month, going dark in August. Because the League of California Cities (League) Annual Conference date conflicts with SCAG's October meeting, Mr. Ikhata requested additional feedback from the EAC.

Hon. Cheryl Viegas-Walker, Chair, asked the EAC for further discussion and recommendations. After further discussion, the Chair suggested that the EAC approve the Proposed 2016 Meeting Schedule, with the exception of the October 6, 2016 meeting date; and for staff to make a recommendation on an alternative meeting date during the last week in September, 2016 to avoid conflict with the League Conference.

A MOTION was made (Finlay) and SECONDED (Martinez) to approve the proposed 2016 Meeting Schedule except for the October 6, 2016 meeting date and for staff to return with an alternative meeting date during the last week of September 2016. The motion was passed by the following votes:

AYES: Viegas-Walker, Martinez, Finlay, Buscaino, Jahn, Lorimore,
Messina, Morehouse, O'Connor, Pettis, and Wapner
NOES: None
ABSTAIN: None

CONSENT CALENDAR

Approval Items

5. Minutes of the July 2, 2015 Executive/Administration Committee Meeting
6. SCAG Participation at the International Conferences in South Korea
7. Contracts \$200,000 or Greater: Contract Nos. 16-003-C1, Los Angeles and San Bernardino Inter-County Transit and Rail Connectivity Study

Hon. Alan Wapner asked if the consultant(s) could also evaluate the new Bart Rail system that connects the Oakland Airport to the Oakland Coliseum, as it relates to the Ontario airport, and provide recommendations.

8. Authorize Acceptance of the National Oceanic and Atmospheric Administration (NOAA); FY 2015 Regional Coastal Resilience Grants Program

If awarded, SCAG staff will update the EAC with additional details concerning the NOAA funding date(s) for the Grants program. In addition, a speaker may be available to make a presentation of the program.

9. SCAG Membership and Sponsorships
10. Proposed Memorandum of Agreement (MOA) between SCAG, MTC, SACOG, and SANDAG

Receive and File

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

Staff was requested to provide Hon. Carl Morehouse with further clarification on the scope of work and actual deliverables to be received from Consultant Contract No. 15-019-C1 after the EAC meeting.

12. September 2015 State and Federal Legislative Update

13. Risk Management Awards
14. SCAG Sustainability Planning Grants Program – Monthly Update
15. Southern California Active Transportation Safety and Encouragement Campaign Update
16. Cap-and-Trade Greenhouse Gas Reduction Fund: Affordable Housing & Sustainable Communities (AHSC) Program Update

A MOTION was made (Martinez) and SECONDED (Finlay) to approve the Consent Calendar, Items No. 5-16. The motion was passed by the following vote:

AYES: Viegas-Walker, Martinez, Finlay, Buscaino, Jahn, Lorimore,
Messina, Morehouse, O'Connor, Pettis, Richardson and Wapner
NOES: None
ABSTAIN: None

CFO MONTHLY FINANCIAL REPORT

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

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

FUTURE AGENDA ITEMS

There were no future agenda items requested.

ANNOUNCEMENTS

There were no announcements

ADJOURNMENT

The EAC adjourned its meeting at 10:00 a.m. in memory of the father of Hon. Alan Wapner who had recently passed away. The next regular meeting of the EAC is scheduled for Thursday, October 8, 2015, at the SCAG Los Angeles Office.

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
September 3, 2015

MINUTES

EXECUTIVE/ADMINISTRATION COMMITTEE ATTENDANCE REPORT

Member (including Ex-Officio) LastName, FirstName	Representing	X = County Represented						JUNE	JULY	AUG	SEPT	OCT	NOV
		IC	LA	OC	RC	SB	VC						
Walker-Viegas, Cheryl, President	El Centro	X						X	X		X		
Martinez, Michele, 1st VP	Santa Ana			X				X	X		X		
Finlay, Margaret	Duarte		X					X	X		X		
Morehouse, Carl, Imm. Past President	San Buenaventura						X	X	X		X		
Buscaino, Joe	Los Angeles		X						X		X		
Jahn, Bill	Big Bear Lake					X		X	X		X		
Lewis, Randall, Ex Officio	Lewis Op. Corp.							X	X		X		
Lorimore, Clint	Eastvale				X			X	X		X		
Masiel, Andrew, Sr.	Pechanga Band of Luiseno Indians				X				X		X		
McCallon, Larry	Highland					X		X					
Messina, Barbara	Los Angeles		X					X	X		X		
Murray, Kris	Anaheim			X					X		X		
O'Connor, Pam	Santa Monica		X								X		
Pettis, Gregory, Imm. Past President	Cathedral City				X			X	X		X		
Ramirez, Carmen	Ventura						X		X				
Rex Richardson	Long Beach		X					X			X		
Robertson, Deborah	San Bernardino County					X			X				
Wapner, Alan	Ontario					X			X		X		
18	Totals	1	5	2	3	4	2						

DATE: October 8, 2015

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. 15-033-C1, Pacific Coast Highway Parking Master Plan

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Approve Contract No. 15-033-C1, to Stantec Consulting Services, Inc., in an amount not-to-exceed \$275,843, to examine a 21 mile corridor of PCH/State Route 1 in the City of Malibu, analyze the existing conditions and develop parking recommendations to improve safety and mobility throughout the corridor.

EXECUTIVE SUMMARY:

Consistent with the requirements of the Caltrans Transportation Planning Grant that funds this project, the City of Malibu and SCAG are collaborating to develop the Pacific Coast Highway (PCH) Parking Master Plan which will examine approximately 21 miles of PCH in the City of Malibu. Among other things, the selected consultant shall prepare an inventory of existing conditions including but not limited to: availability of parking, shoulder dimensions, curb paint, surface condition, signage, use, presence of curb and gutter, sidewalks, driveways, bus zones, and nearby public access ways, calculate the number of parked vehicles the highway can currently accommodate, analyze parking standards and policies, perform an assessment of safety and mobility of shoulder and on-street parking and prepare recommendations to improve overall parking conditions along the corridor.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies. Objective a: Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

BACKGROUND:

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

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Stantec Consulting Services, Inc. (15-033-C1)	The consultant shall analyze the existing conditions and develop parking recommendations to improve safety and mobility throughout the corridor.	\$275,843

FISCAL IMPACT:

Funding of \$200,000 is available in the FY 2015-16 budget, and the remaining \$75,843 is expected to be available in the FY 2016-17 budget, subject to budget availability.

ATTACHMENT:

Consultant Contract No. 15-033-C1

CONSULTANT CONTRACT 15-033-C1

Recommended Consultant: Stantec Consulting Services, Inc. (Stantec)

Background & Scope of Work: Within the City of Malibu, Pacific Coast Highway (PCH) serves as a vital transportation corridor providing access to residential homes, business centers, schools, and various other amenities throughout the region. As a result, the City of Malibu considers PCH its main street from a physical and cultural perspective, although the roadway is owned and maintained by Caltrans as a State Highway. PCH is a commuting corridor and a national bicycle route. Since its incorporation in 1991, the City of Malibu has been plagued with a high rate of fatal and severe injury collisions along PCH in which the conflicted use of the shoulder in conjunction with parking maneuvers have been found to be primary contributing factors to a significant portion of collisions along the highway.

Consistent with the requirements of the Caltrans Transportation Planning Grant that funds this project, the City of Malibu and SCAG are collaborating to develop the Pacific Coast Highway (PCH) Parking Master Plan which will examine approximately 21 miles of PCH in the City of Malibu. The plan will examine existing conditions, research and review current parking standards, identify parking deficiencies and issues or collisions as related to on-street parking, and develop recommendations to improve parking, safety, accessibility, and circulation. The plan shall also serve as the basis for standard policy for parking and future parking enhancements along PCH.

Project's Benefits & Key Deliverables: The project's benefits and key deliverables is a plan that recommends strategies to improve parking conditions along PCH. Ultimately this plan will be used as a basis for standard policy for parking and future parking enhancements and will improve public safety for all modes of travel and reduce incident delay that impedes regional mobility and highway operations.

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: Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

Contract Amount:	Total not-to-exceed	\$275,843
	Stantec Consulting Services, Inc. (prime consultant)	\$264,890
	Leslie Scott Consulting (subconsultant)	\$10,953

Note: Stantec originally proposed \$282,516 but staff negotiated the price down to \$275,843 without reducing the scope of work.

Contract Period: Notice to Proceed through December 31, 2016

Project Number: 145-3481H1.01 \$220,674
145-3481O5.01 \$55,169
Funding sources: FHWA and Local Cash Match

Funding of \$200,000 is available in the FY 2015-16 budget, and the remaining

\$75,843 is expected to be available in the FY 2016-17 budget, subject to budget availability.

Request-for-Proposal (RFP): SCAG staff notified 3,220 firms of the release of RFP 15-033-C1 via SCAG's Solicitation Management System. A total of 102 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:

Stantec Consulting Services (1 subconsultant)	\$282,516
IBI Group (1 subconsultant)	\$198,910
Kimley Horn (1 subconsultant)	\$231,922
KOA Corporation (1 subconsultant)	\$270,821

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

The PRC consisted of the following individuals:

Daniel Tran, Associate Regional Planner, SCAG
Elizabeth Shavelson, Public Works Analyst, City of Malibu
Bob Brager, Public Works Director/City Engineer, City of Malibu
Arthur Aladjajian, Public Works Superintendent, City of Malibu
Joseph Kibe, Acting Senior Transportation Engineer, Caltrans

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

- Demonstrated the best understanding of the project, specifically with the differing transportation characteristics of the roadway along the 21 miles within the city;
- Demonstrated the best understanding of current conditions, as a result of previous direct work experience through previously prepared studies specific to PCH;
- Demonstrated the best understanding of the public outreach efforts that will be needed throughout the various phases of the project;
- Provided the best technical approach, in which the technical approach towards the collection of existing conditions was considered the best approach; and
- Provided the best overall value for the level of effort proposed.

Although other firms proposed a lower price, the PRC did not recommend these firms for contract award because these firms:

- Did not clearly demonstrate a sufficient level of effort, primarily in the form of staff hours, to satisfactorily complete the tasks in the Scope of Work; and
- Did not demonstrate the same level of creativity and innovation within their proposed technical approach. Their proposed approaches, particularly on the collection of existing conditions data did not adequately reflect the City's desired approach.

Conflict Of Interest Form - Attachment
For October, 8 2015 Regional Council Approval

Item No. 2

Approve Contract No. 15-033-C1, in an amount not to exceed \$275,843, to examine a 21 mile corridor of PCH/State Route 1 in the City of Malibu, analyze the existing shoulder and develop recommendations to improve safety and mobility throughout the region.

This consultant team for this contract includes:

Stantec Consulting Services, Inc. (prime consultant). This firm did not disclose a conflict in the Conflict Form they submitted with their proposal - form attached.

Leslie Scott Consulting (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. 15-033

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: Stantec Consulting Services Inc.
Name of Preparer: Rock Miller, PE, PTOE
Project Title: Pacific Coast Highway Parking Master Plan
RFP Number: 15-033 **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
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Rock Miller, PE, PTOE, hereby declare that I am the (position or title) Senior Principal of (firm name) Stantec Consulting Services 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 11, 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.



Signature of Person Certifying for Proposer
(original signature required)

May 11, 2015

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. 15-033

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: Leslie Scott Consulting

Name of Preparer: Leslie Scott

Project Title: Pacific Coast Highway Parking Master Plan

RFP Number: RFP 15-033 **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
<hr/>	<hr/>

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:

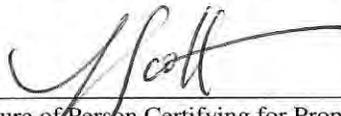
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Leslie Scott, hereby declare that I am the (position or title) Principal Consultant of (firm name) Leslie Scott Consulting, 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 7, 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 7, 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.

DATE: October 8, 2015

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. 16-004-C1, Regional Active Transportation Safety and Encouragement Campaign: Develop and Implement the Targeted Trainings and Toolkit

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Approve Contract No. 16-004-C1, to Steer Davies Gleave, Inc., in an amount not-to-exceed \$259,432, to provide marketing and campaign services related to SCAG's Active Transportation Safety and Encourage Campaign.

EXECUTIVE SUMMARY:

The Regional Active Transportation Safety and Encouragement Campaign (Campaign) is funded by Caltrans through the Active Transportation Program (ATP) grant. The overarching goals of the ATP program include: increasing the proportion of trips accomplished by biking and walking; increasing safety and mobility for non-motorized users; advancing the active transportation efforts of regional agencies to achieve greenhouse gas (GHG) reduction goals; enhancing public health; and, ensuring that disadvantaged communities fully share in the benefits of the program. The consultant shall create and work with user groups from key constituencies to identify the opportunities and barriers to expanding the use of active transportation in Southern California. To do this the consultant will identify information and develop "toolkits" that will support these audiences in more effectively communicating the benefits of active transportation to their respective communities.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective b: Develop external communications and media strategy to promote partnerships, build consensus and foster inclusiveness in the decision making process.

BACKGROUND:

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

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Steer Davies Gleave, Inc. (16-004-C1)	The consultant shall establish toolkits and train SCAG constituencies on how to maximize promoting the benefits of active transportation.	\$259,432

FISCAL IMPACT:

Funding of \$65,000 is available in the FY 2015-16 budget, and the remaining amount of \$129,432 is expected to be available in the FY 2016-17 and \$65,000 is expected to FY 2017-18 budget, subject to budget approval.

ATTACHMENT:

Consultant Contract No. 16-004-C1

CONSULTANT CONTRACT 16-004-C1

Recommended Consultant:

Steer Davies Gleave, Inc.

Background & Scope of Work:

Senate Bill 99 and Assembly Bill 101 The California Active Transportation Program (ATP) to encourage increased use of active modes of transportation, such as biking and walking, as well as to ensure compliance with the federal transportation authorization Moving Ahead for Progress in the 21st Century (MAP-21).

The Regional Active Transportation Safety and Encouragement Campaign (Campaign) is funded by Caltrans through the ATP grant. The overarching goals of the ATP program include: increasing the proportion of trips accomplished by biking and walking; increasing safety and mobility for non-motorized users; advancing the active transportation efforts of regional agencies to achieve greenhouse gas (GHG) reduction goals; enhancing public health; and, ensuring that disadvantaged communities fully share in the benefits of the program.

The Targeted Tool project is the final phase of the three (3) phased Active Transportation Safety and Encouragement Campaign. SCAG has identified elected officials, employers, community organizations, transportation/public health professionals as the four target audiences for the toolkits. The consultant shall create and work with user groups from each of these key constituencies to identify the opportunities and barriers to expanding the use of active transportation in Southern California. To do this the consultant will identify information and “tools” that will support these audiences in more effectively communicating the benefits of active transportation to their respective communities. It is expected the trainings and toolkits will include a variety of strategies depending on the audience of focus.

Project’s Benefits & Key Deliverables:

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

- Conveying the benefits of active transportation to the audiences listed above;
- Providing strategies for encouraging active transportation; and
- Including a variety of tools for different venues such as presentations, talking points, infographics to encourage active transportation, etc.

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.

Contract Amount:

Total not-to-exceed	\$259,432
Steer Davies Gleave, Inc. (prime consultant)	\$184,463
Costin Public Outreach Group(subconsultant)	\$32,663
Nathalie Winiarski (subconsultant)	\$24,306
Leslie Scott Consulting (subconsultant)	\$18,000

Note: Steer Davies Gleave originally proposed \$496,836, but staff negotiated the price down to \$259,432, without reducing the required Scope of Work, because the consultant proposed supplementary activities (an additional 10 toolkit trainings

Contract Period: and monthly e-bulletin) above and beyond what the staff requested in the RFP.
Notice-to-Proceed through December 31, 2017

Project Number: 225.03564.01 \$259,432
Funding source: TDA

Funding of \$65,000 is available in the FY 2015-16 budget, and the remaining amount of \$129,432 is expected to be available in the FY 2016-17 and \$65,000 is expected to FY 2017-18 budget, subject to budget approval.

Request-for-Proposal (RFP): SCAG staff notified 2,842 firms of the release of RFP 16-004-C1. SCAG staff also posted it on SCAG's Solicitation Management system. A total of 57 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:

Steer Davies Gleave. (3 subconsultants)	\$496,836
La County Bike Coalition (no subconsultant)	\$80,492
CGR Management Consultant (3 subconsultants)	\$329,840
Young Communications Group (2 subconsultants)	\$398,688

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:

Alan Thompson, Senior Regional Planner, SCAG
Rubina Ghazarian, Transportation Planning Associate, LADOT
Rye Baerg, Associate Regional Planner, SCAG
Wildord Melton, Senior Transportation Planner, Caltrans, District 7

Basis for Selection: The PRC recommends Steer Davies Gleave, Inc., for contract award because the consultant:

- Illustrated the most thorough understanding of the project objectives, addressing key critical issues to reach out to the four target groups, including a comprehensive discussion of different types of communications methods; Demonstrated the strongest knowledge of best practices on how elected officials and other stakeholders could successfully champion active transportation.

Although the Consultant's price wasn't the lowest, the consultant provided the best overall approach to meeting the project's goals with the structure of their proposal. It should be noted that although the consultant included additional tasks above and beyond what staff requested in the RFP, other firms also proposed additional tasks that were above and beyond what staff requested in the RFP, but not to the same extent as Steer Davies Gleave, Inc. The PRC considered this matter to ensure that cost was accurately analyzed during the selection process.

**Conflict Of Interest Form - Attachment
For October 8, 2015 Regional Council Approval**

Item No. 3

Approve Contract No. 16-004-C1, in an amount not-to-exceed \$259,432, to provide professional services for the Targeted Toolkit, Regional Active Transportation Safety and Encouragement Campaign (Campaign) project.

The consultant team for the contract includes:

Steer Davies Gleave, Inc. (prime consultant). This firm did not disclose a conflict in the Conflict Form they submitted with their proposal - form attached.

Costin Public Outreach Group (subconsultant). This firm did not disclose a conflict in the Conflict Form they submitted with their proposal - form attached.

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

Leslie Scott Consulting (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. 16-004

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." "OPPORTUNITIES", then "Doing Business with SCAG" and scroll down under the "CONTRACTS" tab; whereas the SCAG staff may be found under "ABOUT" then "Employee Directory"; and Regional Council members can be found under "ABOUT", then scroll down to "ELECTED OFFICIALS" on the left side of the page and click on "See the list of SCAG representative and their Districts."

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: Steer Davies Gleave

Name of Preparer: Christopher Proud

Project Title: Regional Active Transportation Safety and Encouragement Campaign

RFP Number: No. 16-004 **Date Submitted:** July 15, 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:

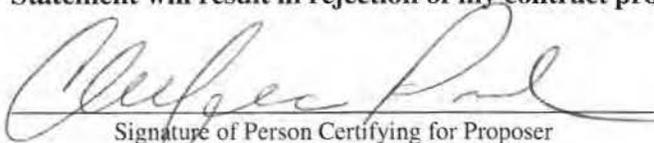
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Christopher Norman Proud, hereby declare that I am the (position or title) Associate of (firm name) Steer Davies Gleave, 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 July 7, 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.

 _____ July 7, 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.

SCAG CONFLICT OF INTEREST FORM

RFP No. 16-004

SECTION I: INSTRUCTIONS

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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: Costin Public Outreach Group
Name of Preparer: Sara Costin
Project Title: Outreach Manager
RFP Number: RFP 16-004 Targeted Tool Kit **Date Submitted:** July 7, 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) Sara Costin, hereby declare that I am the (position or title) President of (firm name) Costin Public Outreach Group, 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 July 7, 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.



Signature of Person Certifying for Proposer (original signature required)

July 7, 2015

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. 16-004

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.

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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: N/A
Name of Preparer: Nathalie Winiarski
Project Title: Regional Active Transportation Safety and Encouragement Campaign (Campaign);
RFP Number: 16-004 Date Submitted: 7/13/15
Develop and Implement the Targeted Trainings and Toolkit

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
_____	_____
_____	_____
_____	_____

SCAG CONFLICT OF INTEREST FORM

RFP No. 16-004

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." "OPPORTUNITIES", then "Doing Business with SCAG" and scroll down under the "CONTRACTS" tab; whereas the SCAG staff may be found under "ABOUT" then "Employee Directory"; and Regional Council members can be found under "ABOUT", then scroll down to "ELECTED OFFICIALS" on the left side of the page and click on "See the list of SCAG representative and their Districts."

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: Leslie Scott Consulting
Name of Preparer: Leslie Scott
Project Title: Regional Active Transportation Safety and Encouragement Campaign
RFP Number: 16-004 Date Submitted: July 15, 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
_____	_____
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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
_____	_____
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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:

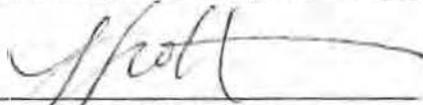
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Leslie Scott, hereby declare that I am the (position or title) Consultant of (firm name) Leslie Scott Consulting, 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 _____ 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.


July 12, 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.

DATE: October 8, 2015

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

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

SUBJECT: Contract Amendment that exceeds \$75,000, as well as 30% of the Contract's Original Value: Contract 13-008-C1, SCAG Region Value Pricing Project

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Approve Amendment 8 to Contract No. 13-008-C1 with AECOM, in an amount not-to-exceed \$1,335,000, increasing the contract's value from \$2,436,936 to \$3,771,936 and extending the contract end date from 12/31/15 to 12/31/16, to allow the consultant additional time to continue critical aspects of the Region Value Pricing Project.

EXECUTIVE SUMMARY:

The purpose of this amendment is to utilize additional grant funding SCAG recently received specific to this project, to support continuing work on soliciting public feedback on alternatives, conducting a thorough equity analysis, developing a monitoring and evaluation plan, and advancing system design. This amendment exceeds \$75,000, as well as 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual (dated 11/01/14) Section 8.3, it requires the Regional Council's approval.

STRATEGIC PLAN:

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

BACKGROUND:

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

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
AECOM, Inc. (13-008-C1)	The consultant shall develop a concept of operations for a possible cordon pricing pilot project for downtown Los Angeles or alternative locations.	\$3,771,936

FISCAL IMPACT:

Funding is available in the FY 2015-16 budget.

ATTACHMENT:

Consultant Contract No. 13-008-C1

CONTRACT 13-008-C1 AMENDMENT 8

Consultant: AECOM

Background & Scope of Work: On May 2, 2013, SCAG awarded Contract 13-008-C1 to AECOM to provide assistance in analyzing congestion pricing concepts as per a Federal Highway Administration (FHWA) grant award to conduct a feasibility study. The feasibility study is intended to define and analyze a comprehensive, self-financing mobility improvement program to address arterial congestion within the Los Angeles area and to develop a concept of operations (CONOPS).

On June 22, 2015, SCAG was notified of a \$916,802 supplemental grant award from the FHWA Value Pricing Pilot Program (VPPP). Staff intends to use this grant along with \$229,201 in Transportation Development Act (TDA) funds required by the FHWA as a grant match and an additional \$188,897 in TDA funds, for a total of \$1,335,000 for Amendment 8, to allow the consultant to continue critical aspects of the feasibility study. This includes, but is not limited to: providing additional focus on soliciting public feedback on alternatives, conducting a thorough equity analysis, developing a monitoring and evaluation plan, and advancing system design. This amendment also extends the contract end date from 12/31/15 to 12/31/16.

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

- A technical and policy framework for evaluating the performance of congestion pricing alternatives;
- Market research regarding the parameters of pricing alternatives;
- Outreach with civic organizations, communities, businesses and elected leadership;
- A comprehensive equity assessment and mitigation plan, CONOPS, system design and monitoring/evaluation plan.

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

Amendment Amount:	Amendment 8	\$1,335,000
	Amendment 7 (administrative - no change to contract's value)	\$0
	Amendment 6 (administrative - no change to contract's value)	\$0
	Amendment 5 (administrative - no change to contract's value)	\$0
	Amendment 4 (administrative - no change to contract's value)	\$0
	Amendment 3 (administrative - no change to contract's value)	\$0
	Amendment 2 (administrative - no change to contract's value)	\$0
	Amendment 1 (administrative - no change to contract's value)	\$0
	Original contract value	<u>\$2,436,936</u>
	Total contract value is not-to-exceed	\$3,771,936

This amendment exceeds \$75,000, as well as 30% of the contract's original value.

Therefore, in accordance with the SCAG Procurement Manual (dated 11/01/14) Section 8.3, it requires the Regional Council's approval.

Contract Period: May 2, 2013 through December 31, 2016

Project Number: 265.SCG02125.01/02 and 015.SCG00159.02 **\$3,771,936**
Funding sources: Value Pricing Pilot Program Fiscal Year 2010 Grant Award – FHWA, TDA, Local, and FTA

Basis for the Amendment: The feasibility study is funded by a FHWA's VPPP grant from FY2010. The VPPP is intended to demonstrate whether and to what extent roadway congestion may be reduced through application of congestion pricing strategies, and the magnitude of the impact of such strategies on driver behavior, traffic volumes, transit ridership, air quality and availability of funds for transportation programs. AECOM is the current consultant conducting the feasibility study. Key components of the existing work program completed to date include development of alternative pricing project concepts including parking pricing initiatives as well as cordon/area pricing models; travel demand model assessments; financial analysis; economic assessment; stakeholder and local leadership engagement; as well as market research involving focus groups with community residents, commuters, and businesses.

This amendment would facilitate further technical work on the feasibility study and allow for continuing conversations about innovative and self-financing mobility strategies. This amendment will also support continuing dialogue with a larger group of participants by soliciting public input on alternatives, conducting a thorough equity analysis, developing a monitoring and evaluation plan, and advancing system design. As the region considers innovative strategies, it is critical that all communities are well-informed and provided opportunities to participate in the decision-making process. A key part of this process will be a thorough equity analysis. Continuing work will be funded by a supplemental FHWA VPPP grant recently awarded to SCAG to facilitate completion of the feasibility study.

The feasibility study is a critical step in demonstrating the viability of a congestion pricing program as a technique for meeting the goals of the region's Sustainable Communities Strategy (SCS) and for meeting state-mandated greenhouse gas reduction targets. In the 2016 and future Regional Transportation Plan (RTP) cycles, SCAG and other Metropolitan Planning Organizations will require a broader range of policy tools, including innovative pricing strategies, which are among the most promising mechanisms available to allow regions to achieve system performance and environmental objectives.

**Conflict Of Interest Form - Attachment
For October 8, 2015 Regional Council Approval**

Item No. 4

Approve Amendment 8 to Contract No. 13-008-C1 with AECOM, in an amount not-to-exceed \$1,335,000, and extend the contract end date from 12/31/15 to 12/31/16 to allow the consultant additional time to continue critical aspects of the Region Value Pricing Project.

The consultant team for this contract includes:

AECOM (prime consultant). This firm disclosed a conflict in the Conflict Form they submitted with their original proposal - form attached.

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

Fairbank, Maslin, Maullin, Metz & Associates (FM3) (subconsultant). This firm disclosed a conflict in the Conflict Form they submitted with their original proposal - form attached.

Kimley-Horn and Associates (subconsultant). This firm did not disclose a conflict in the Conflict Form they submitted with their original proposal - form attached.

SCAG CONFLICT OF INTEREST FORM

RFP No. 13-008

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.

Name of Firm: AECOM
Name of Preparer: James de la Loza
Project Title: SCAG Region Value Pricing Project
RFP Number: 13-008 Date Submitted: 10/1/12

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:

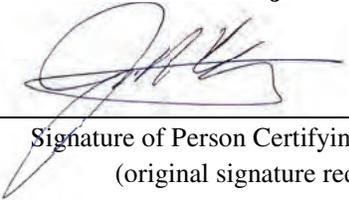
Name	Date	Dollar Value
Joe Buscaino (LA City Council)	3/22/12	\$500
Tony Cardenas (LA City Council)	2/27/12	\$2500
Michelle Martinez (69th Assembly Distr)	12/21/11	\$2500

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) James de la Loza, (Social Security Number; optional) _____ hereby declare that I am the (position or title) Senior Vice President of (firm name) _____, 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 _____ 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.



Signature of Person Certifying for Proposer
(original signature required)

9/27/12

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. 13-008-C1

SECTION I: INSTRUCTIONS

All persons or firms seeking Federal funded 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.

Name of Firm: Dakota Communications
Name of Preparer: Rick Taylor
Project Title: SCAG Region Value Pricing Project (Corden)
RFP Number: 13-008-C1 Date Submitted: 1/13/14

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) Rick Taylor, (Social Security Number; optional) _____ - _____ - _____ hereby declare that I am the (position or title) Partner of (firm name) Dakota Communities of 1974, 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 1/13/14 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.

 Signature of Person Certifying for Proposer
 (original signature required)

 1/13/14
 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

Contract No. 13-008-C1

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.

Name of Firm: Fairbank, Maslin, Maullin, Metz & Associates

Name of Preparer: Richard Bernard

Project Title: SCAG Region Value Pricing Project (Cordon)

Contract Number: 13-008-C1 Date Submitted: 5-13-14

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
See Attached Sheet		

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) Richard Bernard, (Social Security Number; optional) _____ hereby declare that I am the (position or title) Partner & Sr. Vice President of (firm name) Fairbank, Maslin, Maullin, Metz & Associates 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 6-14-14 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.

Richard Bernard

Signature of Person Certifying for Proposer
(original signature required)

June 4, 2014

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.

FM3 Firm Donations or Gifts

Name	Date	Dollar Value
L.A. City Councilmember Herb Wesson	Dec 2013	(persimmons for the holidays ~\$30 Dollar value)
L.A. City Councilmember Herb Wesson	Dec 2002, 2003 and 2012	(artichokes for the holidays ~\$30 Dollar value each for a total of \$90)
L.A. City Councilmember Jose Huizar	Dec 2005 and 2006	(artichokes for the holidays ~\$30 Dollar value each for a total of \$60)
Former L.A. City Councilmember Eric Garcetti	Dec 2004, 2005 and 2006	(artichokes for the holidays ~\$30 Dollar value each for a total of \$90)
L.A. City Councilmember Gil Cedillo	12-1-11	Political Contribution by FM3 for \$500.00
L.A. City Councilmember Jose Huizar	2006	Political Contribution by FM3 for \$500.00
L.A. City Councilmember Jose Huizar	2005	Political Contribution by FM3 for \$500.00

FM3 Principal John Fairbank's Donations

Name	Date	Dollar Value
L.A. City Councilmember Gil Cedillo	2001	Political Contribution by John Fairbank (Principal) in 2011 \$500.00

SCAG CONFLICT OF INTEREST FORM

RFP No. 13-008

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.

Name of Firm: Kimley-Horn and Associates, Inc.

Name of Preparer: Stephen P. Truman

Project Title: Vice President

RFP Number: 13-008 **Date Submitted:** 9/17/12

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) Stephen P. Truman, (Social Security Number; optional) _____ hereby declare that I am the (position or title) Vice President of (firm name) Kimley-Horn and 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 8/28/12 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.



 _____ 8/28/12

 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: October 8, 2015

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

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

SUBJECT: Contract Amendment that exceeds \$75,000, as well as 30% of the Contract's Original Value: Contract No. 13-019-C1, Videography Services

EXECUTIVE DIRECTOR'S APPROVAL:  _____

RECOMMENDED ACTION:

Approve Amendment 5 to Contract No. 13-019-C1 with Robert Wall Consulting, LLC, in an amount not-to-exceed \$115,000, increasing the contract's value from \$233,190 to \$348,190 to enable the consultant to provide additional videography services.

EXECUTIVE SUMMARY:

To better align SCAG's public communications products with the development cycle of the 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS) and its public outreach requirements, SCAG will be seeking an additional year of videography services from Robert Wall Consulting. The amendment mirrors the existing video products, including production of SCAG's annual accomplishments video, up to ten (10) videos highlighting the recipients of SCAG's annual Sustainability Awards and up to ten (10) videos to educate and solicit feedback from stakeholders and the public on various components of the 2016 RTP/SCS. This amendment exceeds \$75,000, as well as 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual (dated 11/01/14) Section 8.3, it requires the Regional Council's approval.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

BACKGROUND:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Robert Wall Consulting, LLC (13-019-C1)	The consultant shall provide additional videography services to meet RTP/SCS public outreach requirements.	\$348,190

FISCAL IMPACT:

Funding is available in the FY16 budget.

ATTACHMENT:

Consultant Contract No. 13-019-C1

CONTRACT 13-019-C1 AMENDMENT 4

Consultant: Robert Wall Consulting, LLC

Background & Scope of Work: On February 13, 2013, SCAG awarded Contract 13-019-C1 to Robert Wall Consulting, LLC to produce the agency’s annual Accomplishments Video, highlighting key accomplishments of the past year and the Sustainability Grant program videos, highlighting the projects/jurisdictions that best demonstrate excellence and achievement in Livability, Mobility, Prosperity and Sustainability strategies. The Accomplishments video and the Sustainability Award videos were and will continue to be presented during the Regional Conference and General Assembly. On April 2, 2015, the Regional Council approved Amendment 3, which allowed the consultant to develop videos helping stakeholders and the public better understand the purpose of the 2016 RTP/SCS and six core focus areas. The videos were used on the website and at various outreach meetings.

The purpose of this amendment is to provide additional funding to extend the consultant’s contract to coincide with the adoption of the 2016 RTP/SCS. The original contract did not take into account the RTP/SCS outreach cycle. The contract extension would allow for consistency in video products produced in the last fiscal year that summarize elements of the 2016 RTP/SCS, as well as continue to support activities at the Regional Conference and General Assembly.

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

- An Accomplishments video that provides a record of SCAG’s major planning, legislative and project accomplishments of the past year, and informs agency members and the general public about SCAG programs, plans, services and initiatives;
- Up to nine (9) Sustainability Award videos highlighting innovative projects being implemented in our member cities that best demonstrate the integration of land use and transportation, sustainability and active transportation; and
- Up to ten (10) RTP/SCS videos that help the public and other stakeholder groups understand the purpose of the long-range plan, its goals, core components and benefits.

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.

Amendment Amount:	Amendment 5	\$115,000
	Amendment 4 (administrative - no change to contract’s value)	\$0
	Amendment 3	\$48,000
	Amendment 2 (administrative - no change to contract’s value)	\$0
	Amendment 1 (administrative - no change to contract’s value)	\$0
	Original contract value	<u>\$185,190</u>

Total contract value is not-to-exceed \$348,190
This amendment exceeds \$75,000, as well as 30% of the contract’s original value. Therefore, in accordance with the SCAG Procurement Manual (dated 11/01/14)

Section 8.3, it requires the Regional Council's approval.

Contract Period: February 13, 2013 through June 30, 2016

Project Number: 090-0148A.01 \$307,000

065-0137A.08 \$41,190

Funding source: Consolidated Planning Grant – FHWA and FTA

Basis for the Amendment: Robert Wall Consulting has worked closely with SCAG the past three (3) years to effectively convey SCAG's annual accomplishments and the region's most innovative development projects. Last year, the consultant developed a series of video products that have helped SCAG improve its public engagement for the 2016 RTP/SCS and the public's understanding of the purpose, goals and objectives of the plan.

To fulfill the 2016 RTP/SCS public outreach requirements and present related information at SCAG's 2016 General Assembly, SCAG will be seeking an additional year of videography services from Robert Wall Consulting. This amendment will allow SCAG to develop new video products to engage, educate and encourage feedback from stakeholders and the public on the draft RTP/SCS and continue to support activities at the Regional Conference and General Assembly.

Conflict Of Interest Form - Attachment
For October 8, 2015 Regional Council Approval

Item No. 5

Approve Amendment 5 to Contract No. 13-019-C1 with Robert Wall Consulting, LLC, in an amount not-to-exceed \$115,000, to enable the consultant to provide additional videography services.

The consultant team for the contract includes:

Robert Wall Consulting, LLC - This firm did not disclose a conflict in the Conflict Form they submitted with their original proposal - form attached.

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

Blake Scripps (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. 13-019

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.

Name of Firm: Robert WALL consulting, LLC
Name of Preparer: Robert wall
Project Title: VIDEOGRAPHY SERVICES
RFP Number: 13-019 Date Submitted: 11/29/12

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:

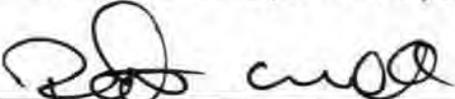
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) ROBERT C. WALL, hereby declare that I am the (position or title) MEMBER of (firm name) ROBERT WALL CONSULTING, LLC, 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 11/29/12 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.



 Signature of Person Certifying for Proposer
 (original signature required)

11/29/12

 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. 13-019

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.

Name of Firm: Cabin 22 Media, LLC
Name of Preparer: CAITLIN WILBERT
Project Title: _____
RFP Number: _____ Date Submitted: 11/29/12

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:

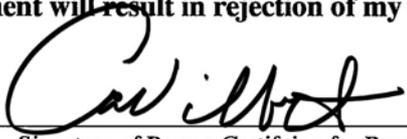
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Caitlin Wilbert, hereby declare that I am the (position or title) editor/graphic designer of (firm name) Cable 22 Media LLC, 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 11/29/12 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.


11/29/12

 Signature of Person Certifying for Proposer Date
 (original signature required)

NOTICE

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SCAG CONFLICT OF INTEREST FORM

RFP No. 13-019

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.

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

Name of Firm: IRON DOVE PRODUCTIONS, LLC.

Name of Preparer: BLAKE SCRIPPS

Project Title: VIDEOGRAPHY SERVICES - ANNUAL ACCOMPLISHMENTS/COMPASS AWARDS

RFP Number: 13-019 Date Submitted: 11/29/12

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:

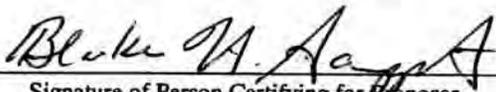
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) BLAKE SCRIPPS, hereby declare that I am the (position or title) OWNER of (firm name) IRON DUCK PRODUCTIONS, 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 11/29/12 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.


11/29/12

 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: October 8, 2015

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

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

SUBJECT: SCAG Sponsorship – California Economic Summit

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Approve

EXECUTIVE SUMMARY:
The Legislative/Communications & Membership Committee (LCMC), at its September 15, 2015 meeting, recommended approval of up to \$16,000 in sponsorships for the California Economic Summit, which would avail SCAG of designation as ‘Co-Convener’ of the Summit, in partnership with California Forward and the California Stewardship Network to advance elements related to SCAG’s previous work on workforce development and poverty to expand the outreach of these efforts.

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:
California Economic Summit – \$16,000
The 2015 California Economic Summit will take place on November 12-13, 2015 at the DoubleTree Hotel in Ontario, CA. This will be the first time that this particular event will be held in Inland California and underscores the imperative of aligning state actions to enable all parts of California to thrive. The Summit gathers together leaders from across California to create a shared economic agenda for prosperity. Private, public, and civic leaders from the state’s diverse regions participate in a year-round process with the goal of expanding opportunity for all.

The Summit is a collaboration of California Forward and the California Stewardship Network and is designed to advance the triple bottom line of a prosperous economy, a sustainable environment, and community equity. The Summit program will intentionally integrate and advance selected elements of “Southern California’s Battle Plan for Victory,” a joint initiative of SCAG and the Southern California Leadership Council to address poverty in the region. Collaborative efforts will continue beyond the Summit and encompass implementation of priority initiatives.

Due to SCAG's recent work on poverty and workforce development, as well as the continuing work on the economic recovery of the region, the agency has been asked to participate as a "Co-Convener" of the Summit. With this year's Summit being held in the SCAG region and the focus of the event, staff feels this is a unique opportunity to advance discussion on poverty and workforce development with such a broad variety of stakeholders and decision-makers from across the State. SCAG's sponsorship of the event would entail the following:

- ***Sponsorship (\$10,000)***
SCAG will contribute a \$10,000 sponsorship to contribute to the cost of hosting the event. In recognition of this partnership, SCAG will receive top-billing as a Summit "Co-Convener" and an opportunity to offer on-stage remarks at the event.
- ***Registration (\$6,000)***
SCAG will be provided with forty (40) registrations at the discounted early registration rate of \$150
- ***Economic Analysis (In-Kind Support)***
Outside of monetary considerations, SCAG will also provide an in-kind contribution in the form of an analysis of the demographic, social, and economic factors and trends in Southern California. This analysis will enable leaders from all sectors to understand the comprehensive and coordinated actions that are needed to reduce poverty and income inequality in Southern California, as well as how the priority issues and actions there reflect similar situations in others regions of the state so as to motivate statewide action. SCAG's own economic work including the Regional Action Plan on Poverty that was unveiled at the December 2014 Southern California Economic Recovery & Job Creation summit closely aligns with the California Economic Summit's "Roadmap to Shared Prosperity," which highlights the steps that must be taken to expand workforce development and education pathways into well-paying jobs while also supporting investments in transportation infrastructure and sustainable communities.

FISCAL IMPACT:

\$16,000 for sponsorships is included in the approved FY 15-16 General Fund budget.

ATTACHMENT:

None.

DATE: October 8, 2015

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

FROM: Huasha Liu, Director, Land Use and Environmental Planning; (213) 236-1838;
liu@scag.ca.gov

SUBJECT: CivicSpark Sponsorship Agreement

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Approve

EXECUTIVE SUMMARY:
The EAC is asked to recommend that the Regional Council approve a Sponsorship Agreement, for a total amount of \$75,000 for the CivicSpark Program. In its second year, SCAG and the Local Government Commission (LGC) are partnering to sponsor the program.

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 CivicSpark AmeriCorps Program ("CivicSpark Program") is a program implemented by the Local Government Commission (LGC) in partnership with the State of California Governor's Office of Planning & Research (OPR). Specifically, LGC through the CivicSpark Program, works with organizations to address climate change matters in their respective areas and provide capacity-building support to local governments through research, planning and project implementation activities.

After EAC approval on January 22, 2015, the LGC and SCAG entered into a Sponsorship Agreement whereby for SCAG's sponsorship amount of \$75,000, members from the CivicSpark Program were placed at SCAG and have been assisting the agency and member jurisdictions with the implementation of 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) transportation and land use policy initiatives. Through the Sponsorship Agreement, SCAG has three (3) CivicSpark Program members to work on SCAG's Sustainability Program and assist with sustainability-oriented General Plan updates, zoning code amendments, transit-oriented development (TOD) districts, main street revitalization, complete-streets, and climate action planning. In addition, these CivicSpark members are assisting SCAG staff in identifying sustainability strategies and best practices that can be implemented by local jurisdictions and included in the upcoming 2016-2040 RTP/SCS.



REPORT

The Sustainability Program is a key SCAG initiative for implementing the 2012-2035 RTP/SCS, combining Compass Blueprint assistance for integrated land use and transportation planning with new Green Region Initiative assistance aimed at local sustainability and Active Transportation assistance for bicycle and pedestrian planning efforts. The Sustainability Program is intended to support SCAG-member jurisdictions in implementing regional policies at the local level, focusing on voluntary efforts that will meet local needs and contribute to implementing the SCS, reducing greenhouse gas (GHG) emissions, and providing the range of local and regional benefits outlined in the SCS.

Due to the success of the program in the first year, SCAG seeks to continue it for a second year covering the period October 19, 2015 to September 16, 2016. As before SCAG would contribute \$75,000 to deploy three CivicSpark members.

FISCAL IMPACT:

The total cost of \$75,000 is included in SCAG's FY 15-16 Overall Work Program (OWP) for RTP/SCS implementation.

ATTACHMENT:

CivicSpark Sponsorship Agreement between SCAG and LGC

CivicSpark SCAG Sponsorship Agreement

This Sponsorship Agreement (“Agreement”) is made as of _____ (the “Effective Date”) between the Local Government Commission. (“LGC”), and the Southern California Association of Governments (“Sponsor” or “SCAG”), collectively referred to herein as the “Parties.” The Parties hereby agree as follows:

1. **CivicSpark Program:** LGC is implementing the CivicSpark AmeriCorps program (also referred to herein as “CivicSpark Program”) in the Los Angeles Region from October 19, 2015 to September 16, 2016 (the “Service Year”). The term of this Agreement begins on the Effective Date and shall continue until thirty (30) calendar days after the Service Year has ended. CivicSpark AmeriCorps members are supporting local government climate capacity activities. For purposes of the CivicSpark Program and this Agreement, SCAG is considered a “local government” and SCAG’s work is consistent with the meaning of the CivicSpark Program’s “local government climate capacity activities.”
 - a. **Purpose:** Local governments have been and will continue to take a leading role in California’s response to climate change. However budget constraints, the loss of key tools and funding sources, and limited technical familiarity with emerging tools and practices, pose significant challenges to local communities – large and small – as they seek to implement these efforts quickly and effectively. To help local governments overcome these obstacles, the Local Government Commission, in partnership with the Governor’s Office of Planning and Research implements the CivicSpark Program in accordance with our program design and federal AmeriCorps guidelines (see Exhibits A and B for details on Program design and prohibited activities, the terms of which are incorporated herein by this reference).
 - b. **Objectives:** As a Governor’s Initiative of AmeriCorps, the LGC through CivicSpark will assemble teams (Regional Coordinators and 3-10 AmeriCorps members) in regional hubs where they will provide capacity-building support to local governments through research, planning and project implementation activities.
2. **Sponsorship:** Because of CivicSpark’s purpose and objectives, Sponsor desires to identify itself as an Official Sponsor of the CivicSpark Program and receive the benefits provided for in this Agreement in return for the Sponsorship Fee.
 - a. **Sponsorship Type:** Sponsor is electing to sponsor CivicSpark as a Project Sponsor. Specifically, CivicSpark AmeriCorps Members (also referred to herein as “Fellows”) will work with SCAG to support SCAG’s approved Joint Sustainability Work Programs and assist multiple jurisdictions in various counties within the SCAG region. SCAG will collaborate with LGC to determine the appropriate and mutually agreeable scope that is consistent with the SCAG’s sponsorship goals and source of funding and the CivicSpark Fellows. For details on sponsorship types see Exhibit C for sponsorship types.
 - b. **Sponsorship Amount:** As a Project Sponsor, Sponsor will pay a Seventy-Five Thousand Dollars (\$75,000) Sponsorship Amount to LGC. LGC will only use this sponsorship from SCAG for the sole implementation of CivicSpark Program activities, which includes placing Fellows to work at SCAG. Additionally for the duration of the Service Year, Sponsor will provide in-kind support of project activities by providing a workspace, computer and phone equipment for three (3) Fellows to work in at Sponsor’s main office located at 818 West Seventh Street, 12th Floor, Los Angeles, CA 90017.
 - c. **Sponsorship Payments:** All payments by Sponsor under this Agreement shall be made by cash or check payable to “The Local Government Commission” and delivered to LGC’s office as identified in Section 8 herein. Sponsorship payments are to be made in accordance with the following schedule:
 - i. Deposit (20% of total sponsorship) – within thirty (30) calendar days of the Effective Date of this Agreement:

LGC's relationship with the Sponsor for any acts or omissions in the performance of said services on the part of the LGC or its Fellows, except when said acts or omissions are the result of any willful misconduct by LGC. Sponsor shall hold the LGC free and harmless from any obligations, costs, claims, judgments, attorney's fees, and attachments arising out of the services rendered to the Sponsor pursuant to the terms of this Agreement or in any way connected with the rendering of said services, except when the same shall arise due to the willful misconduct of the LGC.

8. **Notices.** All notices or other communications required or permitted to be given hereunder shall be in writing and shall be deemed to have been given when delivered if personally delivered, or three (3) business days after mailing if mailed by certified mail, postage prepaid, return receipt requested, and shall be addressed as follows:

To the Sponsor:

Basil Panas
Chief Financial Officer
Southern California Association of Governments
818 West Seventh Street, 12th Floor
Los Angeles, CA 90017-3435
213-236-1817
213-236-1825

To LGC:

Linda Cloud
Local Government Commission
909 L Street, Suite 1700
Sacramento, CA 95814
916-448-1198
916-448-8246 fax
lcloud@lgc.org

Either party may change its address by giving written notice thereof to the other party.

9. **Mutual Indemnification.** Sponsor will indemnify and hold harmless LGC and all its affiliates, and their officers, agents and employees from any losses, claims, actions, suits, proceedings, investigations, arbitrations, assessments, settlements, penalties, damages, liabilities, costs and other expenses, including reasonable attorney's fees, arising out of (i) any infringement of trademark, copyright or similar rights by Sponsor; or (ii) a breach by Sponsor of its obligations under this Agreement.

LGC will indemnify and hold harmless Sponsor and all its affiliates, and their officers, agents and employees from any losses, claims, actions, suits, proceedings, investigations, arbitrations, assessments, settlements, penalties, damages, liabilities, costs and other expenses, including reasonable attorney's fees, arising out of (i) any infringement of trademark, copyright or similar rights by LGC; or (ii) a breach by LGC of its obligations under this Agreement.

Neither party will be liable for any indirect, special or consequential damages. This limitation of liability will not limit either party's obligation to indemnify the other party for a third party claim under this Section, or a party's gross negligence or willful misconduct.

10. **Force Majeure.** Neither Sponsor nor LGC will be deemed to be in default of any provision of this Agreement, or for failures in performance, resulting from acts or events beyond its reasonable control (a "Force Majeure Event") for the duration of the Force Majeure Event.
11. **Applicable Law and Jurisdiction.** This Agreement will be governed by the laws of the State of California. The Parties hereby agree and consent to the exclusive jurisdiction of the courts of the State of California.
12. **Dispute Resolution; Attorneys' Fees.** Any dispute arising under this Agreement which is not disposed of by mutual agreement shall be decided through binding arbitration by a three (3) member panel in accordance with the rules of the American Arbitration Association. The party prevailing in any action at law or in equity necessary to enforce or interpret the terms of this Agreement shall be entitled to reasonable

attorney's fees, costs, and necessary disbursements in addition to any other relief to which that party may be entitled.

13. **Compliance with Laws, Rules and Regulations.** The Parties agrees to perform all activities under this Agreement in accordance and in full compliance with all applicable Federal, State and local statutes, rules regulations and policies.

14. **Cost Principles**

- a. LGC agrees to comply with the following:
1. The Contract Cost Principles and Procedures, 48 Code of Federal Regulations, Federal Acquisition Regulations System, Chapter 1, Subchapter E, Part 31, et seq. (Office of Management and Budget Circular A-87 Revised, "Cost Principles for State, Local, and Indian Tribal Governments)," shall be used to determine the acceptability of individual project cost items; and
 2. The Federal administrative procedures in accordance with 49 Code of Federal Regulations, Part 18, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments."
- b. Any costs for which LGC receives reimbursement or credit that is determined by a subsequent audit or other review by either SCAG, the California Department of Transportation (Caltrans) or other State, Federal or local authorities to be unallowable under, but not limited to, OMB Circular A-87 Revised; 48 CFR, Chapter 1, Subchapter E, Part 31; or 49 CFR, Part 18, are to be repaid by LGC within thirty (30) calendar days of LGC receiving notice of audit findings and a written demand for reimbursement from SCAG. Should LGC fail to reimburse unallowable costs due SCAG within thirty (30) calendar days of demand, or within such other period as may be agreed between both parties hereto, SCAG is authorized to withhold future payments due to the LGC.

15. **Records Retention and Audits**

- a. LGC shall maintain all source documents, books and records connected with the Project under this MOU for a minimum of four (4) years from the date audit resolution is achieved for each annual SCAG OWP, and shall make all supporting information available upon request for inspection and audit by representatives of SCAG, the California State Auditor, or other authorized government agency. Copies shall be made and furnished by SCAG upon request at no cost to SCAG.
- b. SCAG shall maintain all source documents, books and records connected with the Project under this MOU and procurement of the Consultant and all work performed for a minimum of four (4) years, and shall make all supporting information available upon request for inspection and audit by representatives of LGC, the California State Auditor, or other authorized government agency. Copies shall be made and furnished by LGC upon request at no cost to the LGC.
- c. LGC shall establish and maintain an accounting system conforming to Generally Accepted Accounting Principles (GAAP) to support Invoices which segregate and accumulate the costs of work elements by line item and produce Progress Reports which clearly identify reimbursable costs and other expenditures by OWP work elements.
- d. If applicable, LGC agrees to include all costs associated with this MOU and any amendments thereto to be examined in the annual audit and in the schedule of activities to be examined under a single audit prepared by LGC in compliance with Office of Management and Budget Circular A-133.
- e. Neither the pendency of a dispute nor its consideration by a Party or the State shall excuse the other Party from full and timely performance in accordance with the terms of this MOU.

16. **Federal Certifications and Assurances**

- a. LGC shall adhere to the requirements contained in SCAG's annual Certification and Assurances (FHWA and FTA "Metropolitan Transportation Planning Process Certification") submitted as part of SCAG's OWP, pursuant to 23 CFR 450.334 and the 23 U.S.C. 1234. This Certification shall be

- published annually in SCAG's OWP. Such requirements shall apply to LGC to the same extent as SCAG and may include, but are not limited to:
- 1). Title VI of the Civil Rights Act of 1964 and Title VI Assurance executed by California under 23 U.S.C. 324 and 29 U.S.C. 794;
 - 2). Pub. Law 105-178, 112 Stat. 107 and any successor thereto, regarding the involvement of disadvantaged business enterprises in FHWA and FTA funded projects (Sec. 105(f), Pub. L. 970424, 96 Stat. 2100, 49 CFR part 26); and
 - 3). The Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and the United States Department of Transportation (US DOT) implementing regulations (49 CFR 27, 37, and 38).
- b. LGC shall additionally comply with the requirements contained in the annual FTA "Certifications and Assurances for FTA Assistance," including "Certifications and Assurances Required of Each Applicant" and the "Lobbying Certification" in compliance with 49 U.S.C. Chapter 53; published annually in SCAG's OWP. Such assurances shall apply to LGC to the same extent as SCAG, and include but are not limited, the following areas:
- 1). Standard Assurances
 - 2). Debarment, Suspension, and Other Responsibility Matters for Primary Covered Transactions
 - 3). Drug Free Work Place Agreement
 - 4). Intergovernmental Review Assurance
 - 5). Nondiscrimination Assurance
 - 6). DBE Assurance
 - 7). Nondiscrimination on the Basis of Disability
 - 8). Certification and Assurances Required by the U.S. Office of Management and Budget
- c. Federal Lobbying Activities Certification.
- 1). By signing this MOU, LGC certifies, to the best of its knowledge and belief, that no State or Federal funds have been paid or will be paid, by or on behalf of LGC, respectively, to any person for influencing or attempting to influence an officer or employee of any State or Federal agency, a Member of the State Legislature or United States Congress, an officer or employee of the Legislature or Congress, or any employee of a Member of the Legislature or Congress in connection with the awarding of any State or Federal contract, the making of any State or Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any State or Federal contract, grant, loan, or cooperative agreement.
 - 2). If any funds other than State or Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant, LGC, as applicable, shall complete and submit Federal Standard Form-LL, "Disclosure Form to Report Lobbying," in accordance with those form instructions."
 - 3). This certification is a material representation of fact, upon which reliance was placed when this MOU was entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C. and by the Master Fund Transfer Agreement between SCAG and the State.

17. Equal Employment Opportunity/Nondiscrimination

- a. In the performance of work undertaken pursuant to this MOU, the Parties and their assignees and successors in interest, shall affirmatively require that their employees and contractors shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability

(including HIV and AIDS), medical condition (cancer), age, marital status, denial of family and medical care leave, and denial of pregnancy disability leave.

- b. The Parties shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. The Parties shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing the Government Code sections referenced above, are incorporated into this MOU by reference and made a part hereof as if set forth in full.
- c. Noncompliance: In the event of noncompliance by either Party with the nondiscrimination provisions of this MOU, the other Party may cancel, terminate or suspend the MOU, in whole or in part.
- d. If required by DOT, additional or alternate sanctions for noncompliance may be imposed.

18. **Conflict of Interest**

The Parties shall comply with Federal and State conflict of interest laws, regulations and policies.

- 19. **Entire Agreement; Amendments.** This Agreement contains all of the agreements of the Parties hereto with respect to the matters contained herein and no prior or contemporaneous agreement or understanding, oral or written, pertaining to any such matters shall be effective for any purpose. No provision of this Agreement may be amended or added to except by an amendment in writing signed by the Parties hereto or their respective successors in interest.
- 20. **Headings.** The headings of this Agreement are for purposes of reference only and shall not limit or define the meaning of the provisions of this Agreement.
- 21. **Severability.** If any paragraph, section, sentence, clause or phrase contained in this Agreement shall become illegal, null or void or against public policy, for any reason, or shall be held by any court of competent jurisdiction to be illegal, null or void or against public policy, the remaining paragraphs, sections, sentences, clauses or phrases contained in this Agreement shall not be affected thereby.
- 22. **Waiver.** The waiver of any breach of any provision hereunder by any party hereto shall not be deemed to be a waiver of any preceding or subsequent breach hereunder.
- 23. **Successors and Assigns.** This Agreement shall be binding upon and inure to the benefit of the respective successors and assigns of the parties hereto.
- 24. **Warranty of Authority.** Each of the undersigned hereby warrants that he/she has authority on behalf of his or her principal to execute this Agreement and to bind such principal to the terms hereof.
- 25. **Counterparts.** This Agreement may be executed by electronic or hard-copy signature and in any number of counterparts, each of which shall be deemed to be one and the same instrument. The exchange of executed copies of this Agreement by facsimile, email or other electronic transmission will constitute effective execution and delivery of this Agreement for all purposes. Signatures of the parties transmitted by such methods will be treated in all respects as having the same effect as an original signature.
- 26. **Effective Date.** The Effective Date of this Agreement shall mean the date (meaning the last date indicated below) that the Parties have fully executed this Agreement.

IN WITNESS WHEREOF, LGC and Sponsor have caused this Agreement to be executed by their duly authorized representatives.

Local Government Commission (“LGC”)

By: _____

Print Name: Linda Cloud

Title: Managing Director

Date: _____

Southern California Association of Governments (“Sponsor”)

By: _____

Print Name: Basil Panas

Title: Chief Financial Officer

Date: _____

Exhibit A: Program Design

LGC has contracted with the Corporation of National and Community Service to implement CivicSpark as an AmeriCorps program. AmeriCorps Fellows can only work on service outlined in performance measures (see below) approved by the Corporation for National and Community Service. These performance measures define how CivicSpark will provide this service to local governments by conducting assessments, implementing planning or action projects, engaging volunteers, and transferring knowledge to local government staff. CivicSpark Fellows are only allowed to perform activities specifically outlined below and may not perform those prohibited activities as seen in Exhibit “F”. All CivicSpark project scopes must align with the measures below:

- 1) Capacity Building for Local Governments – Fellow’s direct service hours should be spent building capacity for local government beneficiaries to address their need around climate change response, assisting them to develop projects that they would otherwise not be able to complete. Capacity building for CivicSpark Fellows will be delivered in 4 stages including gap assessments, research, action, and implementation service projects, volunteer engagement, and knowledge transition.
- 2) Volunteer Engagement – All CivicSpark Fellows should have the opportunity to build further capacity for local governments by engaging, recruiting, and supporting volunteers. Volunteers may be engaged only one-time, (e.g. – volunteers to assist for a specific event such as Earth Day or service activities), or on-going, such as interns..
- 3) Training and Professional Development for Fellows – Fellows can spend up to 20% of their 1700-hour service year on training. Training includes the 2-week intensive orientation at the start of the service year, continued monthly trainings, and professional development and networking opportunities. Training hours ensure that Fellows have the training and tools they need to succeed in their sustainability work.

The majority of direct service portion of the work provided by CivicSpark to local governments only involves the first two measures. The third measure is realized principally through training and professional development activities provided by LGC to CivicSpark Fellows. Some activities that occur while working with local governments may be considered training and professional development such as networking events and trainings that might be hosted by the local government.

- 1) General Program Responsibilities
 - a) Provide clear guidelines to CivicSpark Fellow regarding AmeriCorps regulations and expectations
 - b) Recruit and train a Regional Supervisor (1000 hours over 13 months) to work with CivicSpark Fellows and Participating local governments
 - c) Recruit and train CivicSpark Fellows to provide capacity building services for the region
 - d) Work to provide support and guidance for CivicSpark Fellows, addressing any concerns that might develop during service year, and striving towards 90% retention of Fellows
 - e) Manage local government service contracts
 - f) Develop and manage local government project scope and deliverables
 - g) Share outcomes from service with Sponsors
- 2) AmeriCorps Fellow Responsibilities
 - a) Pass a state and national and NSOPR background check prior to starting their service year.
 - b) Participate in a 2-week program orientation and complete 250 hours of training through dedicated Fellow training and development and service days.
 - c) Serve an average of 37 hours per week for 11 months, serving a minimum of 1700 hours overall.
 - d) Comply with guidelines for performance measures (Section IV), and abide by regulations on prohibited activities (Exhibit “B”).
 - e) Complete accurate reporting in a timely manner for as required by the National Corporation for Service for projects, including assessments, implementation, hours served, volunteers recruited and supported, and transition of knowledge to local governments
 - f) Avoid participation in prohibited activities.
 - g) Identify as an AmeriCorps Fellow and wear AmeriCorps lapel pins or gear during service hours.
 - h) Participate in days of national service including, but not limited to, Martin Luther King Jr. Day of Service, 9/11 Day of Remembrance, and AmeriCorps week Service Day.

Exhibit B: Prohibited Activities

Per federal guidelines, while charging time to the AmeriCorps program, accumulating service or training hours, or otherwise performing activities supported by the AmeriCorps program or the Corporation for National and Community Service, LGC, Supervisors, and CivicSpark Fellows may not engage in the following activities (see 45 CFR § 2520.65):

- 1) Attempting to influence legislation except as approved by Sponsor's governing board;
- 2) Organizing or engaging in protests, petitions, boycotts, or strikes;
- 3) Assisting, promoting, or deterring union organizing;
- 4) Impairing existing contracts for services or collective bargaining agreements;
- 5) Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
- 6) Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
- 7) Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;
- 8) Providing a direct benefit to—
 - a) A business organized for profit;
 - b) A labor union;
 - c) A partisan political organization;
 - d) A nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 related to engaging in political activities or substantial amount of lobbying except that nothing in these provisions shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and
 - e) An organization engaged in the religious activities described in paragraph 3.g. above, unless CNCS assistance is not used to support those religious activities;
- 9) Conducting a voter registration drive or using CNCS funds to conduct a voter registration drive;
- 10) Providing abortion services or referrals for receipt of such services; and
- 11) Such other activities as CNCS may prohibit.

AmeriCorps Fellows, like other private citizens, may participate in the above listed activities on their own time, at their own expense, and on their own initiative. However, the AmeriCorps logo must not be worn while doing so.

Exhibit C: Sponsorship Types

Statewide Sponsors recognize and support CivicSpark's environmental, economic and social objectives, and want to make a significant investment in CivicSpark's growth and success across the state. Sponsor investment in the program can help LGC "buy-down" costs for all participants, allowing greater local participation. For every \$100,000 of statewide support, LGC can reduce costs to local participants 5% across the board. The statewide target is \$200,000/year, which LGC hopes to meet with a range of individual sponsorships.

Regional Sponsors will collaborate with participating organizations and staff in a specific part of the state. Regional Sponsors support one of LGC's nine regional climate-readiness teams by investing time, resources and talent. A regional team is comprised of 3-10 AmeriCorps Fellows and a Coordinator. Regional sponsors enable CivicSpark to bring its services to local governments in the region for free. A full-time Fellow can be sponsored for \$25,000, while the annual cost of a regional team ranges from \$75,000-\$150,000.

Project Sponsors help support specific climate action – such as renewable energy, greenhouse gas inventories or complete streets projects – in a region or across the state. Sponsors can apply their expertise and passion about a specific climate-action activity to support team Fellows working on that topic. Sponsor support for a project allows LGC to engage local governments around specific issues (water, energy, waste) or specific approaches (LED lighting, green infrastructure, alternative transportation). Project sponsorships start at \$13,000 for a 650-hour project, but can be scaled up for larger projects.

Material Sponsors donate specific resources to help team Fellows operate efficiently and redirect limited funding to other needed areas on-the-ground. As a statewide program made up of 48 Fellows and nine supervisors, LGC needs significant material resources to support program work and function effectively. LGC AmeriCorps Fellows live on a limited allowance – so support for them is also very much appreciated. For example, LGC wants to secure annual cell service with phones, laptops (with MS Office) and Internet service for our Fellows and supervisors. Additional hardware, such as printers, projectors, digital cameras and storage media, are also useful.

DATE: October 8, 2015

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

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

SUBJECT: Recap of Progress made on the Development of the Draft 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS) and Anticipated Next Steps

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
For Information Only – No Action Required

EXECUTIVE SUMMARY:
Over the last several months, SCAG staff has been engaged in informing the Regional Council and Policy Committees about the various key issues, analyses, and policy considerations for the development of the 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS) and its associated Program Environmental Impact Report (PEIR). During this time, SCAG has also met with the subregional organizations within SCAG, the county transportation commissions, the Technical Working Group and other key stakeholders to apprise them of the development of the 2016 RTP/SCS. The purpose of these meetings was to ensure that the Regional Council and Policy Committees had the opportunity to learn, understand, review and provide input to staff regarding the 2016 RTP/SCS. This staff report recaps the information shared at these meetings and tracks the progress made thus far in developing the Plan. This report also provides the next steps that will lead to the Regional Council's anticipated release of the Draft 2016 RTP/SCS for formal public review and comment on December 3, 2015.

STRATEGIC PLAN:
This item supports SCAG's Strategic Plan, Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective: a) Create and facilitate a collaborative and cooperative environment to produce forward-thinking regional plans

BACKGROUND:
Since early 2015, SCAG's Regional Council and Policy Committees have been taking part in numerous discussions on key issues, analyses, and policy considerations for development of the 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy (2016 RTP/SCS). This report serves as a summary of RTP/SCS-related topics discussed at each Regional Council, Policy Committee, and Joint meetings held this year. The purpose of this report is to review the plan development process and clearly set forth objectives over the next several months, including preparing Regional Council members for the anticipated release of the Draft 2016 RTP/SCS for formal public review and comment on December 3, 2015, as well as the anticipated adoption of the plan.

February 5, 2015 – Joint Meeting of the Regional Council and Policy Committees

- Agenda Item: Framework for Development of the 2016 RTP/SCS and Progress Report on the 2012-2035 RTP/SCS

SCAG's Executive Director, Hasan Ikhata, provided a presentation and general overview of the framework for development of 2016 RTP/SCS. The presentation included a summary of the components of the 2012 RTP/SCS, a progress report on the implementation of the 2012 plan, a discussion of emerging policy issues over the past several years, challenges and opportunities, and general assumptions for the 2016 RTP/SCS. In addition, the presentation included a schedule for the development of the 2016 RTP/SCS and a summary of the respective roles of the Regional Council and Policy Committees.

March 5, 2015 – Joint Meeting of the Regional Council and Policy Committees

- Agenda Item: Potential Policy Committee Meetings and Agenda Items Related to the Development of the 2016 RTP/SCS for the Next Eight (8) Months

SCAG staff provided a schedule of upcoming potential Policy Committee meetings and corresponding items for discussion related to the development of the 2016 RTP/SCS.

Energy & Environment Committee Meeting

- Agenda Item: Release of the Notice of Preparation of a Program Environmental Impact Report for the 2016 RTP/SCS

SCAG staff requested the release of a Notice of Preparation (NOP) of a Program Environmental Impact Report (PEIR) for the 2016 RTP/SCS in accordance with provisions of the California Environmental Quality Act (CEQA). As the lead agency under CEQA, SCAG is responsible for preparing a PEIR for the 2016 RTP/SCS. The PEIR will serve as a first-tier, programmatic document that provides a region-wide assessment of potential significant environmental effects of the 2016 RTP/SCS.

ACTION taken: The EEC authorized the release of the NOP for a 30-day public review and comment period beginning March 9, 2015, to obtain input into the scope and content of the environmental information that will be evaluated in the 2016 RTP/SCS PEIR. Upon completion of the public review and comment period, SCAG staff noted that it will report back to the EEC regarding comments received.

- Agenda Item: 2016-2040 Regional Transportation Plan and Sustainable Communities Strategy (2016 RTP/SCS) Public Health Integration

Following the adoption of the 2012RTP/SCS, the Regional Council established several committees, including a Public Health Subcommittee, to assist in implementing the Plan. Based on the recommendations from the subcommittee, SCAG staff developed a Public Health Work Program which included integrating public health considerations into the 2016 RTP/SCS. At the March EEC

meeting, staff presented SCAG's preliminary approach for addressing public health in the 2016 RTP/SCS. The preliminary strategy included strategies for engagement, developing a public health appendix and including a "Health in All Policies" approach to incorporate health throughout plan components where appropriate.

April 2, 2015 - Joint Meeting of the Regional Council and Policy Committees

- Agenda Item: Southern California's Transportation System Preservation and Operations

This meeting included a discussion on improving the efficiency on the region's roadways and the preservation of transportation infrastructure, a top priority included in the 2012 RTP/SCS and a critical issue at the state and national level. According to SCAG's research, maintaining local streets and roads in the SCAG region over the next 20 plus years will require \$55 billion to ensure proper maintenance and, according to the California Transportation Commission, the State Highway Operation and Protection Plan (SHOPP) has an \$87 billion need over ten (10) years. Poor road quality from lack of investment in maintaining the region's infrastructure has resulted in the SCAG region having the highest vehicle operating costs in the country. Crumbling infrastructure poses a serious threat not just to mobility and safety, but also to the economic well-being of our region. Furthermore, deferring maintenance ends up costing substantially more in the long run, exacerbating the problem even more. Roadway expansion has also become limited as an option to address the region's mobility and accessibility challenges due to limited funding, environmental constraints and/or political challenges. This workshop provided the Regional Council and Policy Committee members with an opportunity to hear from experts and thought leaders on this important topic in preparation of the development of the 2016 RTP/SCS. Experts and thought leaders included:

- Susan Bransen, Deputy Executive Director of the California Transportation Commission (CTC), provided an overview on state highway system needs, deferred maintenance, and associated risks in light of the latest draft SHOPP Plan.
- Tarek Hatata, SCAG consultant, provided an update on the infrastructure condition of the region's local roads based on the most recent data collection efforts commissioned by SCAG.
- Ali Zaghari, Caltrans District 7 Deputy Director of Operations, provided an overview of the role of operations and discussed some of the state's current initiatives.
- Alexander Bayen, Director of the Institute of Transportation Studies at U.C. Berkeley, gave a presentation on operational improvement strategies, with a focus on the I-210 Corridor.
- Harry Voccola, Vice President of Nokia HERE, provided a private sector perspective on the role of technology in improving operations

June 4, 2015 – Joint Meeting of the Regional Council and Policy Committees

- Agenda Item: 2016 RTP/SCS – Environmental Justice Workshops Update

SCAG staff provided a brief update on environmental justice outreach. As a government agency that receives federal funding, SCAG is required to conduct an environmental justice analysis as part of the 2016 RTP/SCS development process. SCAG conducted three (3) workshops, one in November

2014 and two in April 2015, to provide information on the environmental justice process and seek input from stakeholders and the public. Over 130 individuals participated in the workshops. SCAG offered additional opportunities for input on the environmental justice analysis over subsequent months and provided participants with updates on the process.

Transportation Committee Meeting

- Agenda Item: 2016 RTP/SCS – Goods Movement Update

SCAG staff provided a brief overview of goods movement strategies that were included in the 2012 RTP/SCS and discussed on-going planning activities that would become the basis for the 2016 RTP/SCS Goods Movement element. Emphasis areas included:

- Documenting supply chain flows of key commodities moving through the SCAG region;
- Refining regional truck bottleneck analysis, including first / last mile connectors;
- Assessing roadway safety and pavement conditions of key truck routes (highways and arterials);
- Analyzing how urban delivery systems (including warehouses, distribution centers, and manufacturing activities) function to support the economy; and
- Expanding research, development, and demonstration of near-zero and zero-emission technologies.

- Agenda Item: 2016 RTP/SCS – Active Transportation Update

SCAG staff briefed TC on the progress on the Active Transportation element of the 2016 RTP/SCS. The presentation included information on existing conditions, needs and strategies, with a focus on the proposed greenway network. Staff explained that they had examined existing conditions and needs, and were studying strategies for increasing active transportation as a viable transportation option and for increasing the quality of life for Southern Californians. These options included:

- Expanding local and regional bikeway networks;
- Developing a regional greenway network using riverbeds and other rights-of-way for bike and pedestrian paths separate from automobile traffic, increasing opportunities for active lifestyles and to increase transportation options;
- Developing first mile/last mile to transit solutions to increase transit usage and to reduce the need for automobile usage;
- Developing bicyclist/pedestrian friendly districts that increase the quality of life of local residents; and
- Safety Educational and Encouragement Campaigns.

- Agenda Item: 2016 RTP/SCS – Overall Regional Aviation Demand

SCAG staff briefed TC on goals for the 2016 RTP/SCS Aviation element, which will be used to develop the Aviation and Aviation Ground Access elements for the 2016 RTP/SCS. Staff explained that the overall vision of the Aviation element is to recognize that the aviation industry is a business, not a public utility, with airlines and passengers choosing the airports they serve and use. In addition, every flight and every passenger that departs from a SCAG region airport is considered good for the

region, and is a sign of regional prosperity. Based on this vision, staff proposed five (5) goals for the Aviation element:

- Developing an Aviation element for the 2016 RTP/SCS that enjoys consensus and addresses all of the requirements and meets the region's needs;
- Utilizing a forecast methodology that is technically sound, transparent and inclusive;
- Highlighting the overall regional demand as the most important element of the aviation forecast, while still developing airport specific forecast numbers;
- Educating policy makers on the basic fundamentals of airline economics and passenger behavior; and
- Quantifying and highlighting the economic benefit of the SCAG region airports.

In addition, SCAG staff developed an overall regional aviation demand forecast of 136.2 million annual passengers in the year 2040. This forecast translates to a 1.6% annual growth rate between 2015 and 2040. Compared to previous RTP/SCS cycles, this forecast is more conservative, but consistent with the overall trends in the industry.

- Agenda Item: 2016 RTP/SCS – Passenger Rail Update

SCAG staff provided a review of the Passenger Rail element included in the 2012 RTP/SCS and progress in implementing it. Staff then provided passenger rail strategies for the 2016 RTP/SCS, which build upon the previous plan and incorporate planning and project development efforts that have taken place since the Plan's adoption, including the LOSSAN Strategic Implementation Plan and Metrolink's Strategic Assessment. These strategies included:

- Incorporating regional planning efforts that were initiated/completed since 2012;
- CA HSR Southern California MOU Projects;
- Metrolink Strategic Assessment;
- LOSSAN Strategic Implementation Plan;
- Advancing rail infrastructure projects such as grade separations, double-tracking and sidings to improve safety, capacity and speed;
- Implementing Metrolink and Pacific Surfliner express trips;
- Implementing Los Angeles to San Diego commuter rail service;
- Improving connectivity;
- Rail/airport connectivity;
- Bus rapid transit connecting to rail network;
- Integrated ticketing and fare media; fare cooperative agreements such as Rail2Rail and with local transit operators;
- Supporting greater transit-oriented development and first mile/last mile strategies at rail stations;
- Supporting local efforts to advance rail service in unserved markets;
- Los Angeles to Coachella Valley Service Development Plan;
- High-Desert Corridor Environmental Impact Statement/Report;
- Advancing rail service in underserved markets; and
- Advocating for increased and dedicated funding streams for rail capital projects and operations.

June 18, 2015 - Joint Meeting of the Regional Council and Policy Committees' Meeting

- Agenda Item: 2016 RTP/SCS – Goals, Guiding Policies and Performance Measures, and Preliminary Scenario Results Discussion (Land Use/Urban Form, Shared Mobility and Technology)

SCAG's Executive Director, Hasan Ikhata, provided an overview of the 2012 RTP/SCS, its goals, guiding policies and performance measures, and how it met requirements of the Moving Ahead for Progress in the 21st Century Act (MAP-21) passed by Congress on June 29, 2012 and signed into law by President Obama on July 6, 2012. To build upon what was achieved in the 2012 RTP/SCS, he provided additional staff-recommended guiding policies and performance measures to be included in the 2016 RTP/SCS.

- Agenda Item: 2016 RTP/SCS – Scenario Results Focusing on Land Use and Urban Form

Joe DiStefano, Principal at Calthorpe Analytics, provided an overview of the key findings from the regional growth scenario analysis work associated with the 2016 RTP/SCS and potential benefits and impacts of key transportation and land use policies. His explanation of scenario alternatives included comparisons of potential land use patterns, housing, land consumption, estimates of household driving, fuel consumption, active transportation and health impacts, building energy and water use, local infrastructure costs and greenhouse gas emissions.

- Agenda Item: 2016 RTP/SCS – Road Charge and the Future of Transportation

Jim Madaffer, Commissioner of the California Transportation Commission, discussed shared mobility and implications of future technology on mobility and sustainability, how an efficient transportation system is critical to California's economy and quality of life, the State's infrastructure status, revenue solutions, a summary of proposed funding legislation. He also presented on the policy and principle of road charging, the role and composition of the Road Charge Technical Advisory Committee and the future of transportation.

July 2, 2015 - Energy & Environment Committee Meeting

- Agenda Item: 2016 RTP/SCS – Active Transportation Update

SCAG staff briefed EEC on the progress of the Active Transportation element of the 2016 RTP/SCS and provided the same presentation on Active Transportation that was given to TC on June 4, 2015 (see above).

- Agenda Item: 2016 RTP/SCS – Natural/Farm Lands Update

SCAG staff briefed EEC on the progress of the Natural/Farm Lands element of the 2016 RTP/SCS. Staff explained that the 2012 RTP/SCS had outlined a regional need to develop a habitat conservation planning policy. In response to that need, SCAG initiated data gathering efforts and commissioned an initial conservation framework. Additionally, SCAG convened an Open Space Conservation Working Group to share best practices. Over the past several months, the working group documented its

recommendations for refining and updating natural/farm land conservation strategies in the 2016 RTP/SCS. These recommendations addressed best practice sharing, funding, land use policies, natural corridor connectivity, climate smart conservation, and others. These recommendations were a result of thoughtful collaboration that considers the diversity of the SCAG region while moving towards an enhanced regional natural/farm lands conservation strategy. The working group also provided input on the scenario planning process for the 2016 RTP/SCS, including sea level rise and sensitive habitat conservation. Further staff noted that developing a regional conservation strategy with a collaborative approach may help to position the region for cap-and-trade funds.

- Agenda Item: 2016 RTP/SCS – Program Environmental Impact Report Update and Preliminary Draft Outline

SCAG staff explained that they were preparing a Program Environmental Impact Report (PEIR) for the 2016 RTP/SCS to ensure that environmental compliance procedures under the California Environmental Quality Act and other applicable federal and state environmental laws and regulations are adequately addressed and fulfilled. The PEIR must evaluate region-wide, potential environmental effects, including direct and indirect effects, growth-inducing impacts, and cumulative impacts of the 2016 RTP/SCS at a programmatic level. The PEIR must also evaluate alternatives to the 2016 RTP/SCS and propose feasible mitigation measures. SCAG staff provided a status update on the Notice of Preparation (NOP) of a PEIR for the 2016 RTP/SCS, which SCAG released for a 30-day public review and comment period on March 9, 2015. Staff also provided the EEC with a preliminary draft outline of the PEIR and a schedule relating to the preparation of the PEIR over the next few months.

Transportation Committee Meeting

- Agenda Item: 2016 RTP/SCS – Highways and Arterials Update

SCAG staff provided an overview of the highways and arterials strategies included in the adopted 2012 RTP/SCS and described current planning for the 2016 RTP/SCS. Investments in the previous plan included \$56.7 billion for operations and maintenance of roadways and bridges, \$4.5 billion for Transportation Demand Management to reduce vehicular demand and congestion and \$7.6 billion for Transportation Systems Management to increase productivity of the existing transportation system, such as traffic signal synchronization and advanced ramp metering. HOV/HOT lane projects recently started or completed included I-405 Sepulveda Pass improvements, the I-110 and I-10 HOT lanes adopted as permanent facilities and the I-605 to I-405/SR-22 HOV connector. Current challenges described included closing critical highway network gaps and addressing congestion chokepoints. Additionally, the aging highway infrastructure will face accelerated preservation costs if deferred maintenance persists. Proposed guiding principles for the 2016 RTP/SCS included protecting and preserving the current network and adding capacity only to close gaps in the system and improve access where needed.

July 23, 2015 - Special Transportation Committee Meeting

- Agenda Item: 2016 RTP/SCS – Regional Aviation Forecasts Update

As a follow up to the June 4, 2015 Transportation Committee meeting on the regional aviation forecast, SCAG staff presented an updated aviation demand forecast of 136.2 million annual passengers in 2040. Developed with the assistance of a consultant team, the forecast was developed based on industry

accepted data, tools and methodology. In addition to the forecast, staff presented four (4) possible scenario options for distributing passenger demand to the regional airports (Unconstrained, Physical/Policy, New Hub and Fast Growth Regionalization). Staff proposed an option to adopt a range for each of the regional airports based on the four scenario options. After significant discussion, the committee recommended that staff seek additional input from several of the region's airports on their forecast distribution.

August 6, 2015 - Special Transportation Committee Meeting

- Agenda Item: 2016 RTP/SCS – Regional Aviation Forecasts Update

Based on feedback from regional stakeholders and committee members at the July 23rd Special Transportation Committee meeting, staff was directed to collaborate with three (3) specific airports on their aviation demand forecasts: Palmdale Airport, San Bernardino International Airport and John Wayne Airport. Staff reported they had successfully reached consensus with these airports and provided to the committee updated 2040 aviation demand forecasts for the twelve (12) airports in the region. Projection ranges were also eliminated at John Wayne Airport, March Inland Port, Palm Springs, Southern California Logistics Airport and Oxnard Airport. Staff then reviewed the four (4) possible scenario options (Unconstrained, Physical/Policy, New Hub and Fast Growth Regionalization) that would provide direction to staff in preparing the Aviation Element for the 2016 RTP/SCS.

ACTIONS taken: (1) Approved the use of a regional passenger demand distribution estimated at 136.2 million annual passengers in 2040; and (2) Approved the hybrid approach of ranges and fixed numbers for each of the twelve regional commercial airports.

- Agenda Item: 2016 RTP/SCS – Highways and Arterials Guiding Principles and Framework Update

On July 2, 2015, staff provided an overview of highways and arterials strategies that were included in the 2012-2035 RTP/SCS, in addition to on-going activities that will serve as the basis for the 2016 RTP/SCS Highways and Arterials section. In response to comments received from the July 2 Transportation Committee meeting, staff developed and provided a set of revised guiding principles and framework for Highways and Arterials for incorporation into the 2016 RTP/SCS.

Joint Meeting of the Regional Council and Policy Committees

- Agenda Item: 2016 RTP/SCS Summary of Feedback from Public Outreach Open Houses

SCAG staff provided a summary report on input received from the general public and key stakeholders at 23 RTP/SCS Open Houses held between May 26 and July 23, 2015. The traveling open house made stops in each county in the SCAG region and provided an overview of some of the key topics that will be discussed in the plan, including – transportation, air quality, land use development, open space, poverty/jobs, and the region's vital goods movement industry. Open house materials, handouts and kiosk surveys were also provided online at <http://scagrtpscs.net>. An initial review of the survey results showed considerable public support for system preservation, increased transit alternatives, safer walking and biking options and open space preservation.

- Agenda Item: 2016-2040 RTP/SCS – Program Environmental Impact Report Status and Progress

SCAG staff provided an overview of the contents and key approaches to the Program Environmental Impact Report (PEIR) for the 2016 RTP/SCS. Staff gave a progress report on PEIR development and outreach activities, as well as an updated schedule of milestones relating to the preparation and recommended approval to release the Draft PEIR by the Regional Council.

August 20, 2015 - Joint Meeting of the Regional Council and Policy Committees

- Agenda Item: 2016 RTP/SCS Transportation Finance

Staff provided a brief overview of the SCAG region's core revenue forecast and transportation system investment needs through 2040, highlighting the importance of finding new ways of paying for transportation. In accordance with federal fiscal constraint requirements, SCAG must develop a financial plan as part of the 2016 RTP/SCS. The financial plan must identify how much money is reasonably expected to be available to build, operate, and maintain the region's surface transportation system over the next 25 years. SCAG's latest forecast of existing core transportation revenues totals \$356 billion through 2040, while the region's transportation system expenditure needs are projected to total \$554 billion; a difference of \$198 billion. Total costs include capital costs for transit, state highways, and arterials, as well as operations and maintenance costs and debt service payments.

This funding gap is similar to the amount identified in the 2012 RTP/SCS, and staff introduced new revenue sources such as short-term adjustments to state and federal gas excise tax rates and the long-term replacement of gas taxes with mileage-based user-fees to fill the gap and establish a more sustainable funding future. A panel of experts in academia and practitioners provided additional context and information:

- Dr. Brian Taylor, Professor of Urban Planning at UCLA and Director of the Lewis Center for Regional Policy Studies, presented on the economics of transportation funding.
- Will Kempton, Executive Director of the California Transportation Commission, presented on California's Road Charge Pilot Program established under SB 1077.
- Jim Earp, California Transportation Commissioner, discussed focus group research on transportation funding.
- Mathew Dorfman, Managing Partner and President of D'Artagnan Consulting, presented on international and domestic case studies related to road charges and transportation funding.
- Dr. Genevieve Giuliano, Professor at USC's School of Public Policy and Director of METRANS, gave a brief commentary on the true costs and impacts of transportation.

September 3, 2015 - Community, Economic & Human Development Committee Meeting

- Agenda Item: 2016 RTP/SCS - Results of Local Review on SCAG's Policy Growth Forecast

SCAG staff provided an update on the growth forecast. As part of the regional planning process for the 2016 RTP/SCS, SCAG developed the Policy Growth Forecast, which is a locally-informed growth scenario that maximizes the efficiency of transportation investments and other sustainability factors.

Starting in late June and during the month of July 2015, SCAG sought input from local jurisdictions on the distribution of growth under this scenario at the neighborhood, or traffic analysis zone (TAZ) level. The review by jurisdictions of this data is a supplement to the initial round of feedback provided during SCAG's Bottom-Up Local Input Process, which was conducted in 2013 and 2014. The Policy Growth Forecast builds on input received during that period, as jurisdictional level totals on population, household, and employment growth are carried over from the Local Input Process. Staff provided a summary of the local review period, with a total of 80 jurisdictions providing input (41% of the cities and counties in the region). Staff planned to work with local partners to incorporate all of the technical feedback provided by jurisdictions, specifically information on planned development projects and entitlements.

Energy & Environment Committee Meeting

- Agenda Item: 2016 RTP/SCS - Updates and Highlights of the Environmental Justice Analysis

SCAG staff provided an update on the environmental justice analysis. As a government agency that receives federal funding, SCAG is required to conduct an environmental justice analysis and outreach as part of the 2016 RTP/SCS development process. To maximize outreach and opportunities for stakeholder input, SCAG conducted a total of five (5) public workshops and also a number of focus groups and interviews. To determine if there were disproportionately high and adverse impacts to environmental justice groups and communities, SCAG staff reported that they would conduct a regional analysis, and would also evaluate specific areas of concern to address the impacts of the 2016 RTP/SCS for selected performance areas. Building on the analysis of the 2012 RTP/SCS, SCAG staff noted that it would continue to examine the impacts of the proposed plan for areas that are known to have specific environmental vulnerabilities. The 2016 RTP/SCS will also include a mitigation toolbox to address potential impacts as in the previous plan.

- Agenda Item: 2016 RTP/SCS – Program Environmental Impact Report (PEIR) Status and Progress

As a follow-up item to the staff presentation on August 6, 2015, at the Joint Regional Council and Policy Committees' meeting, SCAG staff provided an update on the PEIR development, including a summary of outreach to stakeholders in the month of July and a revised schedule of milestones relating to the EEC's review of the Draft PEIR.

Transportation Committee Meeting

- Agenda Item: 2016 RTP/SCS – Proposed Financial Strategies

As a follow-up to the discussions on August 20, 2015, at the Joint Regional Council and Policy Committees' meeting, SCAG staff provided an overview on transportation revenues and expenditures projected through 2040, as well as an explanation of federal fiscal constraint requirements allowing for the inclusion of reasonably available revenues. Staff sought reaffirmation of the guiding principles adopted as a part of the 2012 RTP/SCS financial plan. Further, staff sought approval of near-term transitional strategies and long-term initiatives for the Draft 2016 RTP/SCS. Staff will continue to track the development of pending legislative initiatives that may impact current assumptions for the financial plan and refine strategies accordingly.

ACTION taken: Support the inclusion of the proposed guiding principles and reasonably available revenue strategies in the Draft 2016 RTP/SCS but limiting reference to any specific legislation and confirming idea that revenue raised for transportation would be used exclusively for transportation purposes.

- Agenda Item: 2016 RTP/SCS – Proposed Transit and Passenger Rail Element

SCAG staff provided a brief summary of the adopted 2012 RTP/SCS transit and passenger rail projects and strategies. Collectively, these investments total \$246 billion, almost half of the total plan cost. In developing the transit and passenger rail elements of the Draft 2016 RTP/SCS, staff proposed to build upon the adopted 2012 RTP/SCS transit and passenger rail strategies and to incorporate recent regional planning and project development efforts, including the latest available project information received from the county transportation commissions and transit operators. Aside from these updates, there have been no substantive changes to the projects and strategies included in the adopted and financially constrained 2012 RTP/SCS.

ACTION taken: Support the inclusion of the proposed transit and passenger rail strategies in the Draft 2016 RTP/SCS.

- Agenda Item: 2016 RTP/SCS – Proposed Highways and Arterials Guiding Principles and Framework

On July 2, 2015, staff provided a brief overview of Highways and Arterials strategies that were included in the 2012 RTP/SCS, in addition to on-going activities that will serve as the basis for the 2016 RTP/SCS Highways and Arterials element. In response to comments received from the Transportation Committee, staff presented a set of revised guiding principles and framework for Highways and Arterials for incorporation into the 2016 RTP/SCS. These included:

- Protecting and preserving what we have first, supporting ‘Fix it First’ principle, including the consideration of life cycle costs beyond construction;
- Supporting new funding for system preservation;
- Focusing on achieving maximum productivity through strategic investments in system management and demand management;
- Focusing on adding capacity primarily (but not exclusively) to: Close gaps in the system and improve access where needed;
- Supporting policies and system improvements that will encourage seamless operation of our roadway network from user perspective; and
- Any new roadway capacity project must be developed with consideration and incorporation of congestion management strategies, including demand management measures, operational improvements, transit, and ITS, where feasible.

ACTION taken: Support the proposed guiding principles and framework for inclusion in the Highways and Arterials component in the Draft 2016 RTP/SCS

October 8, 2015 - Community, Economic & Human Development Committee Meeting

- Agenda Item: Support for inclusion in the Draft 2016 RTP/SCS the Proposed Guiding Principles and Framework of for the Policy Growth Forecast

As part of the Draft 2016 RTP/SCS development, staff used local-input-based jurisdictional growth totals as a foundation to develop a draft Policy Growth Forecast (PGF) for the region. The draft PGF is developed to meet statutory targets, and to maximize economic, environmental and social benefits throughout the region. The draft PGF applies strategies described below to envision population, household and employment growth in opportunity areas that are well served by transit where are appropriate for mixed-use and/or higher density housing in the future. In preparation for the release of the Draft 2016 RTP/SCS for public review and comments in early December, this item summarizes the development process of the PGF and seeks support by the CEHD Committee of its guiding principles and framework for incorporation into the 2016 RTP/SCS.

Transportation Committee Meeting

- Agenda Item: 2016 RTP/SCS – Support for inclusion in the Draft 2016 RTP/SCS the Proposed Regional Express Lane Strategy

A network of Regional Express Lanes was adopted as part of the 2012 RTP/SCS. Building on the success of the HOT Lane Pilot projects on I-10 and I-110 in Los Angeles County, and other initiatives in Riverside and San Bernardino Counties on I-10 and I-15, an update to the Regional Express Lanes will be incorporated into the Draft 2-16 RTP/SCS.

- Agenda Item: 2016 RTP/SCS – Support for inclusion in the Draft 2016 RTP/SCS the Proposed Goods Movement Strategies

The approach that SCAG staff is taking is to build upon the 2012-2035 RTP/SCS, incorporate findings through research and planning initiatives that commenced since the adoption of the 2012-2035 RTP/SCS, and incorporate recent regional planning and project development efforts, including the latest available project information received from our partner agencies. Aside from these updates, staff notes that there have been no substantive changes to the projects and strategies included in the adopted, financially constrained 2012-2035 RTP/SCS.

- Agenda Item: 2016 RTP/SCS – Support for inclusion in the Draft 2016 RTP/SCS the Proposed Active Transportation Plan Investment Framework

The proposed active transportation investment framework builds upon the 2012 Plan, which allocated \$6.7 billion toward improving safety, increasing active transportation usage and friendliness and implementing local active transportation plans. In the 2016 RTP/SCS, the recommendation is to double the funding available for active transportation to \$12.9 billion, including \$8.1 billion in capital projects and capturing \$4.8 billion by taking a “complete streets” approach and integrating pedestrian and bicycle improvements into operations and maintenance projects. The proposed strategies in the investment framework continue progress being made on key priorities established in the 2012 RTP/SCS, and also advance new approaches to support alignment of active transportation projects with local land-use planning and the multi-modal transportation network that will unfold over the next several decades.

- Agenda Item: 2016 RTP/SCS – Support for inclusion in the Draft 2016 RTP/SCS the Proposed Air Cargo Forecast

In 2014, airports in the SCAG region handled over 2.4 million metric tons of air cargo. Historically, the vast majority of air cargo has been handled by just two airports: Los Angeles International Airport (LAX) and LA/Ontario International Airport (ONT). By 2040, the total air cargo volume at airports in the SCAG region is forecast to increase to 3.78 million metric tons. At its August 6, 2015, meeting, the TC approved the 2040 air passenger demand forecasts for the 12 airports in the region anticipated to have commercial passenger service by 2040. One of the next steps identified in the staff report for that action was the development of accompanying air cargo forecasts. Air cargo forecasts are developed after air passenger forecasts because approximately one quarter of the air cargo at SCAG region airports is carried in the bellies of passenger airplanes. Therefore, to a certain extent, the distribution of air cargo is limited by the anticipated distribution of air passenger traffic.

- Agenda Item: 2016 RTP/SCS – Support for inclusion in the Draft 2016 RTP/SCS the Regional Aviation Ground Access Strategies

At its August 6, 2015 meeting, the TC reaffirmed its commitment to regionalization of air travel across the region's airports that currently have or are anticipated to have commercial passenger service by 2040. Some of the airports in the region already experience ground access congestion, and other airports are expected to see large increases in their passenger demand. At these airports in particular, it is important to develop strategies for ground access improvements that can accommodate the anticipated growth in passenger demand. The Airport Ground Access component of the 2016 RTP/SCS includes two components: 1) development of "trip tables" for the SCAG's regional travel demand model, and 2) development of strategies for improving ground access to the region's airports.

Energy & Environment Committee meeting

- Agenda Item: 2016 RTP/SCS – Support for inclusion in the Draft 2016 RTP/SCS the Proposed Public Health Guiding Principles and Framework

During the 2012 RTP/SCS process, SCAG received numerous comments from public health stakeholders and direction from the Regional Council to address public health more broadly in its planning process. Since the adoption of the 2012 RTP/SCS, SCAG has taken several steps to integrate public health into its planning processes. One of the Public Health Subcommittee's primary recommendations was to "provide robust public health data and information, as feasible, to better inform regional policy, the development of the 2016 RTP/SCS, and support public health stakeholder participation." This item will summarize the guiding principles and the organizing framework for presenting public health-related analysis in the 2016 RTP/SCS. Staff will also present a Draft Public Health Work Program that is being developed for the Plan appendix. The strategies and actions outline steps SCAG can take following plan adoption to continue to support the integration of public health into regional and local transportation and land use planning efforts.

NEXT STEPS

In the remaining months, staff will continue to prepare the Regional Council for the anticipated release of the Draft 2016 RTP/SCS and the Draft PEIR for public review and comment at the December 3rd, meeting. Additional committee discussions may be necessary in October or November to prepare for this release date.

November 5, 2015 – Joint Meeting of the Regional Council and Policy Committees

- Potential Agenda Item: Major Components of the Proposed Draft 2016 RTP/SCS.

This agenda item is intended to provide the Regional Council and Policy Committees with an inclusive overview of the major components of the Draft 2016 RTP/SCS. Staff intends to present the results from SCAG's modeling analysis, including the co-benefits of the Plan. While the Draft 2016 RTP/SCS document itself will not be presented at this meeting, comprehensive information shall be provided to allow the Regional Council and Policy Committees to provide SCAG staff with additional input to finalize the Draft Plan and to facilitate a recommendation to release the Draft Plan in December.

December 3, 2015

- Release the Draft 2016 RTP/SCS for a 55-Day Public Review and Comment Period
- Release the Draft PEIR for the 2016 RTP/SCS for a 55-Day Public Review and Comment Period

Immediately following the release of the Draft 2016 RTP/SCS and the Draft PEIR, SCAG will host a series of elected official workshops in each county to brief local jurisdictions on the key elements and benefits of the Draft 2016 RTP/SCS. Additionally, one public hearing will be held in each county to receive comments from the public on the draft Plan and PEIR. Individuals may also mail comments directly to SCAG's Los Angeles office or submit comments on the 2016 RTP/SCS website (<http://scagrtpscs.net>). The release of the Draft 2016 RTP/SCS and its PEIR will be properly noticed. Comments will be recorded and staff will provide responses as part of the process.

March 3, 2016

- Staff presents summary report of comments received on the Draft 2016 RTP/SCS and PEIR
- Committees make recommendation to the Regional Council to adopt the Final 2016 RTP/SCS
- Committees make recommendation to the Regional Council to adopt the Final PEIR to the 2016 RTP/SCS

April 7, 2016

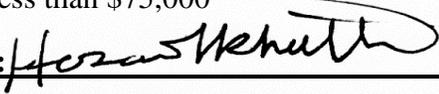
- Regional Council adopts the Final 2016 RTP/SCS
- Regional Council adopts the PEIR to the 2016 RTP/SCS

DATE: October 8, 2015

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>
Public Agency Retirement Services	FY16 Contributions to Supplemental Retirement Plan approved by the Regional Council in 2002 for eleven (11) retirees	\$69,375
Employment Development Department	Unemployment Insurance	\$35,000
Nossaman LLP	Legal Services related to analysis of Cordon Pricing Structure	\$25,000
Liebert Cassidy Whitmore	Employment Related Legal Services	\$25,000
New Horizons of Southern California	FY16 Staff Computer Training	\$15,000
Southern Calif. Leadership Network	FY16 SCAG Membership	\$13,500
KC's Mediterranean Grill	FY16 Catering Services	\$12,500
Digital Surveillance	Installation of Cables and Wi-Fi Points	\$10,000
Law Office of Donald Potter	Investigation Services	\$8,775
CDW Government, Inc.	Computer Hardware Support	\$5,540
City Fare, Inc.	FY16 Catering Services	\$5,000

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

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
Estolano LeSar Perez Advisors (15-001-B45)	The consultant shall provide services for a Sustainability Planning Grant to the City of Los Angeles (City). The consultant shall provide planning and analysis for the Park 101, downtown freeway cap park. A freeway cap is a deck built	\$198,992

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>
	<p>over a freeway trench to create new public space and can be developed where freeway corridors cut through urban cores below grade. Specifically, the consultant shall analyze the City's Park 101 Phase 3 project, which includes conducting community engagement, developing funding strategies, preparing reports on development potential of adjacent and residual land parcels, and defining critical environmental issues and timelines. The goal of the project is to develop funding strategies that project the costs of the infrastructure based on planning level design, identify potential funding streams based on eligibility, and project the ability of the City to acquire or pay those streams back.</p> <p>The Park 101 concept is based on six design principles: regional connectivity, pedestrian focus, flexibility of open space, merging/linking of communities, regeneration/sustainability, and a "wow" factor. In addition, the proposed cap will provide new transportation connections between Union Station and Chinatown and the rest of Downtown. These connections will improve transit accessibility, active transportation, livability, and walkability. These effects will contribute to reducing vehicle miles traveled (VMT) and greenhouse gas (GHG) emissions produced by residents and visitors to the study area.</p>	

REPORT

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

<u>Consultant/Contract #</u>	<u>Amendment's Purpose</u>	<u>Amendment Amount</u>
Calthorpe Associates / Calthorpe Analytics (15-005-C1)	The amendment will enable the consultant to reanalyze land use and transportation data, which was prompted due to discussion at the June 4, 2015 Community, Economic and Human Development (CEHD) Policy Committee meeting. The discussion led to a request by the CEHD Committee for the dissemination of the data to SCAG's local jurisdictions. The data is the foundation of how the 2016 Regional Transportation Plan / Sustainable Communities Strategy is developed, and is critical in the analyses. Any changes to the data requires the consultant to repeat the analyses.	\$32,033

ATTACHMENT:
Contract Summaries

CONSULTANT CONTRACT 15-001-B45

Recommended Consultant: Estolano LeSar Perez Advisors

Background & Scope of Work: The consultant shall provide services for a Sustainability Planning Grant to the City of Los Angeles (City). Specifically, the consultant shall provide planning and analysis for the Park 101, downtown freeway cap park. A freeway cap is a deck built over a freeway trench to create new public space and can be developed where freeway corridors cut through urban cores below grade. Specifically, the consultant shall analyze the City’s Park 101 Phase 3 project, which includes conducting community engagement, developing funding strategies, preparing reports on development potential of adjacent and residual land parcels, and defining critical environmental issues and timelines. The goal of the project is to develop funding strategies that project the costs of the infrastructure based on planning level design, identify potential funding streams based on eligibility, and project the ability of the City to acquire or pay those streams back.

The Park 101 concept is based on six design principles: regional connectivity, pedestrian focus, flexibility of open space, merging/linking of communities, regeneration/sustainability, and a "wow" factor. In addition, the proposed cap will provide new transportation connections between Union Station and Chinatown and the rest of Downtown. These connections will improve transit accessibility, active transportation, livability, and walkability. These effects will contribute to reducing vehicle miles traveled (VMT) and green-house gas (GHG) emissions produced by residents and visitors to the study area.

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

- An action plan for a new type of urban transportation infrastructure;
- A replicable model for other freeway cap projects in the region;
- Best practices for multi-agency collaboration in an urban environment;
- Planning for new active transportation connections between Union Station and the Civic Center; and
- Draft and final report.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a: Create and Facilitate a Collaborative and Cooperative Environment to Produce Forward Thinking Regional Plans.

Contract Amount:	Total not-to-exceed	\$198,992
	Estolano LeSar Perez Advisors (prime consultant)	\$77,335
	CDM Smith Inc. (subconsultant)	\$25,433
	Economic & Planning Systems (subconsultant)	\$25,281
	Emerson & Associates (subconsultant)	\$15,000
	John Kaliski Architects (subconsultant)	\$13,038
	SWA Group, INc. (subconsultant)	\$11,251
	The Robert Group (subconsultant)	\$31,654

Note: Estolano LeSar Perez Advisors originally proposed \$219,040, but staff

negotiated the price down to \$198,992 without reducing the scope of work.

Contract Period: August 31, 2015 through December 30, 2016

Project Number: 065-137E.01 \$198,992
Funding Source: TDA

Request-for-Proposal (RFP): SCAG staff notified 1,679 firms of the release of RFP No. 15-001-B45. Staff also advertised the RFP on SCAG's Solicitation Management System. A total of 92 firms downloaded the RFP. SCAG received the following two (2) proposals in response to the solicitation:

Estolano LeSar Perez Advisors (6 subconsultants) \$219,040

Iteris, Inc. (5 subconsultants) \$166,580

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 both proposals, the PRC interviewed both offerors.

The PRC consisted of the following individuals:

Marco Anderson, Sr. Regional Planner (Project Manager), SCAG
Elizabeth Cavajel, Transportation Planning Manager, Metro
Simon Pastucha, Senior City Planner, City of Los Angeles

Basis for Selection: The PRC selected Estolano LeSar Perez Advisors for the contract award because the consultant:

- Most clearly described how the required tasks could be conducted to build momentum for the project, and move the planning efforts forward;
- Presented the best value in terms of expertise, familiarity with the study area, and enthusiasm for conducting the effort;
- Achieved the best balance between the required skills that included: understanding the political and inter-agency dynamics; technical, planning and procedural analysis; building and infrastructure financial feasibility analysis; and
- Demonstrated the best understanding of how the multiple planning efforts recently completed or underway were interrelated and would impact this project.

Although another firm proposed a lower price, the PRC did not recommend that firm for the contract award because the firm:

- Did not budget sufficient resources to develop a detailed, planning level cost estimate. This would have hampered the City's ability to properly analyze different funding sources.

CONSULTANT CONTRACT 15-005-C1 AMENDMENT 4

Recommended Consultant: Calthorpe Associates / Calthorpe Analytics

Background & Scope of Work: On November 12, 2014, SCAG awarded Contract No. 15-005-C1 to Calthorpe Analytics for the development of growth scenarios exploring regional options for land use, transportation and non-infrastructure components such as pricing and technology for the 2016 Regional Transportation Plan / Sustainable Communities Strategy (2016 RTP/SCS), and associated Program Environmental Impact Report (PEIR).

The purpose of this amendment is to enable Calthorpe Analytics to rerun full suite of the Urban Footprint Model (Model) for up to five (5) alternatives utilizing updated data from SCAG. Scenarios are meant to provide decision makers an idea of the outcomes of the different policy choices of the RTP/SCS. It includes the ability to analyze scenarios based on a full range of fiscal, environmental, and public health measures.

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

- Updating the goals and policies articulated in the adopted 2012 RTP/SCS;
- Assembly of data on land use and housing, and transportation strategies provided by SCAG local jurisdictions into a “Local Input” scenario, and analysis of the scenario using various performance measures;
- Assembly of data into a “2012 RTP/SCS-Updated” scenario built on the land use and transportation strategies in the adopted 2012 RTP/SCS and analysis of the scenario using various performance measures;
- Assembly of data into two (2) alternative draft “Policy-Based” scenarios and analysis and comparison of the scenarios using various performance measures;
- Preparation of outreach materials for communicating the content and implications of all scenarios for stakeholder workshops;
- Refinement of the draft scenarios into a revised scenario for inclusion in the draft 2016 RTP/SCS and analysis of the scenario using various performance measures; and,
- Coordination among all SCAG Departments and Consultants involved in development of the 2016 RTP/SCS.

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:	Amendment 4	\$32,033
	Amendment 3 (administrative - no change to contract’s value)	\$0
	Amendment 2	\$7,818
	Amendment 1 (administrative - no change to contract’s value)	\$0
	Original contract value	<u>\$310,000</u>
	Total contract value is not-to-exceed	\$349,851

This amendment does not exceed \$75,000 or 30% of the contract’s original value (in aggregate when combined with Amendment 2). Therefore, in accordance with

SCAG's Procurement Manual (dated 11/01/14) Section 8.3, it does not require the Regional Council's approval.

Contract Period: November 12, 2014 through December 31, 2015

Project Number: 065.2663.02 and 080-0153.04 \$349,851

Funding sources: Consolidated Planning Grant – FTA and TDA

**Basis for the
Amendment:**

The amendment is to reanalyze land use and transportation data, which was prompted due to discussion at the June 4, 2015 Community, Economic and Human Development (CEHD) Policy Committee meeting. The discussion led to a request by the CEHD Committee for the dissemination of the data to SCAG's local jurisdictions. The data is the foundation of how the RTP/SCS is developed, and is critical in the analyses. Any changes to the data requires a repeat analyses to be conducted. In order to fulfill RTP/SCS outreach requirements, open houses were conducted in May through July of 2015 to educate the public on what the RTP/SCS is, and to provide opportunities for SCAG to collect input from the public. Per Senate Bill 375, five (5) (Baseline scenario plus four scenarios) "scenarios" (different policy choices regarding land use development and transportation investments, and their impacts on our region's future) were created by SCAG staff for the open houses. Scenarios are meant to provide decision makers an idea of the outcomes of the different policy choices of the RTP/SCS. The review of data by SCAG's local jurisdictions and stakeholders have required refinements to the data and the need for reanalysis of the data. In the original scope of work, only one (1) scenario was to be refined by the Consultant based on public input. However, as a result of the revisions to the original data, all five (5) scenarios (Baseline scenario plus four scenarios) must now be re-analyzed.

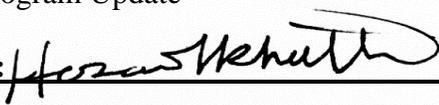
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DATE: October 8, 2015

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

FROM: Sarah Jepson, Manager of Active Transportation & Special Programs, (213) 236-1955,
jepson@scag.ca.gov

SUBJECT: 2015 Active Transportation Program Update

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Receive and File

EXECUTIVE SUMMARY:

The California Transportation Commission (CTC) announced staff recommendations for the 2015 Active Transportation Program's (ATP) Statewide and Small Urban and Rural portions on September 15, 2015. These recommendations will be considered for adoption by the CTC on October 21, 2015. Proposed projects not selected through the statewide competition will be eligible for funding through the regional MPO portion of the ATP, which is administered in the SCAG region by SCAG in collaboration with the County Transportation Commissions. SCAG staff recommendations for the MPO portion will be considered for approval by the Regional Council and CTC in January 2016.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan Goal 2: Obtain Regional Transportation Infrastructure Funding and Promote Legislative Solutions for Regional Planning Priorities; Objective 1: Identify new infrastructure funding opportunities with State, Federal and private partners.

BACKGROUND:

The Active Transportation Program (ATP) was created by [Senate Bill 99 \(Chapter 359, Statutes of 2013\)](#) and [Assembly Bill 101 \(Chapter 354, Statutes of 2013\)](#) to encourage increased use of active modes of transportation, such as biking and walking. The ATP consolidates various transportation programs, including the federal Transportation Alternatives Program, state Bicycle Transportation Account, and federal and state Safe Routes to School programs into a single program to:

- Increase the proportion of biking and walking trips
- Increase safety for non-motorized users
- Increase mobility for non-motorized users

- Advance the efforts of regional agencies to achieve greenhouse gas reduction goals
- Enhance public health, including the reduction of childhood obesity through the use of projects eligible for Safe Routes to Schools Program funding
- Ensure disadvantaged communities fully share in program benefits (25% of program)
- Provide a broad spectrum of projects to benefit many types of active transportation users.

Program funding is segregated into three components and is distributed as follows:

- 50% to the state for a statewide competitive program
- 10% to small urban and rural regions with populations of 200,000 or less (and which are not included within a large MPO, like SCAG) for the small urban and rural area competitive program, and 40% to Metropolitan Planning Organizations (MPO) in urban areas with populations greater than 200,000 for the large urbanized area competitive program.

The 2015 Active Transportation Program (ATP) will provide approximately \$360 million during Fiscal Years: FY 16-17; FY 17-18; and FY 18-19. In addition to the funding awarded for the Statewide and Small Urban and Rural portions, the SCAG region will receive \$76.296 million as part of the MPO portion.

2015 ATP Schedule

The ATP program includes two selection opportunities. The Statewide and Small Urban and Rural portions are combined into the Statewide portion, and the recommendations from MPOs are combined to create the MPO portion. The Statewide portion, which is completed first, selects the highest scoring projects statewide. CTC staff recommendations for the Statewide portion were released on September 15, 2015 (see attached for CTC staff recommendations for Statewide portion). The CTC will adopt the Statewide portion on Oct 21, 2015. Projects submitted by eligible applicants in the SCAG region that are not selected as part of the Statewide portion are eligible for the MPO portion.

The SCAG regional MPO portion is administered by SCAG and the six regional County Transportation Commissions. In April 2015, the Regional Council adopted regional guidelines that will be used to prioritize and rank projects recommended for funding through the MPO portion. Similar to previous funding cycles, the selection process involves seeking approval of the projects recommended for funding from all of the county transportation commissions, prior to SCAG's adoption and submission of the MPO portion to the CTC. SCAG staff recommendation for the MPO portion will be completed by mid-October and reviewed by SCAG's policy committees and the county transportation commissions this fall. The Regional Council will be asked to approve the final project funding recommendations in January 2016. These recommendations will be submitted to the CTC for final approval during their January 2016 meeting. The ATP program adoption schedule has changed slightly since the Statewide ATP Guidelines were issued last May. To accommodate the regional process and review by all of the county transportation commission boards, SCAG requested and received an amendment to the Highway Streets and Highways Code to delay adoption of the MPO portion of the ATP in the SCAG region from the original date of December 9, 2015 to January 20, 2016. This delay does not have any substantive

REPORT

impacts on the program and will not delay funding allocation. The 2015 ATP Statewide and MPO Project Selection Schedule is attached to this report (see Attachment 2).

FISCAL IMPACT: None. All staff costs associated with the administration of the ATP are included in the FY 15/16 Overall Work Program under 050.00169.06.

ATTACHMENTS:

1. 2015 Statewide and Small Urban and Rural Staff Recommendations
2. 2015 ATP Statewide and MPO Project Selection Schedule

Statewide Funding Staff Recommendations

	Co	Applicant	Project Title	Total Project Cost	Total Project Request
1	LA	Los Angeles County	Los Nietos SRTS- Phase I	1,847	1,601
2	LA	Los Angeles County	Willowbrook/Rosa Parks	3,662	2,909
3	LA	Los Angeles	Pedestrian and Bicycle	1,883	1,506
4	LA	Los Angeles County	Rosemead Boulevard Complete	1,250	1,000
5	LA	City of Culver City	Washington-culver Pedestrian and	2,622	2,772
6	LA	Los Angeles County	West Carson Community	531	425
7	LA	Los Angeles Unified	LAUSD Middle School Bicycle	1,360	1,360
8	LA	Los Angeles County	Hawthorne/Lennox Green Line	3,070	2,406
9	LA	Los Angeles County	Vincent Community Bikeways	4,399	3,519
10	LA	Long Beach	Delta Avenue Bicycle Boulevard	1,335	1,075
11	LA	Pico Rivera	Regional Bikeway Project	4,917	3,932
12	LA	Santa Monica	Michigan Ace Greenway:	1,234	987
13	LA	Whittier	Whittier Greenway Trail East	5,332	4,516
14	LA	Lancaster	10th Street West Road Diet and	1,568	785
15	LA	Los Angeles County	Aviation /LAX Green Line	2,578	1,941
16	LA	Los Angeles	Orange Line-Sherman Way	1,441	1,153
17	LA	Lancaster	Pedestrian Gap Closure	7,824	6,259
18	LA	Arcadia	Bicycle and Facility Improvements	1,457	1,020
19	LA	Los Angeles County	Union Station Master Plan:	12,340	12,340
20	LA	Los Angeles	Boyle Heights Pedestrian	5,000	5,000
21	LA	Los Angeles	Rosemead SRTS Project	842	702
22	LA	South Gate	Long Beach Boulevard Pedestrian	2,586	2,250
23	LA	Santa Monica	Expo Station 4th Street Linkages	2,016	1,613
24	O	Santa Ana	Santa Ana and Fifth Protected	5,424	5,424
25	O	Santa Ana	Endinger Protected Bike Lanes	2,366	2,366
26	O	Santa Ana	Civic Center Bike Boulevard	3,879	3,729
27	RI	Riverside County	SRTS, East Riverside	628	500
28	RI	Riverside Co Transp.	3rd Place Sidewalk and Roadway	871	721
29	SB	Hesperia	Willow Street Shared Use Paseo	1,885	1,200
30	SB	Highland	Regional Connector Project	4,545	3,636
31	SB	Rialto	Etiwanda Corridor Improvements	850	629
32	SB	Big Bear Lake	Big Bear Blvd. Pedestrian and	1,899	1,519
33	SB	San Bernardino	Sidewalk Gap Closure SRTS	2,153	2,153
34	SB	Town of Yucca	Yucca Valley Elementary School	1,026	1,026
Total				96,620	83,974

Active Transportation Program Cycle 2 Project Selection Process Timeline

- September 15, 2015 California Transportation Commission (CTC) Staff Recommendation for **Statewide and Rural/Small Urban Component**
- October 8, 2015 SCAG Regional Council, Policy Committees: Schedule Update
- October 16, 2015 October CEOs Meeting- SCAG Staff to Present Preliminary **MPO Component** Project List
- *October 22, 2015* *CTC Meeting: **Statewide and Rural/Small Urban Component** Approval (Action)*
- October/November 2015 County Transportation Commissions **MPO Component** Project List Approvals
- *January, 2016* *SCAG EAC: **MPO Component** Project List Recommendations Consideration/Approval (Action)*
- January, 2016 SCAG **MPO Component** Project List Submitted to CTC
- *January 20, 2016* *CTC adopts MPO Component for SCAG region (Action)*

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DATE: October 8, 2015

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

FROM: Huasha Liu, Director of Land Use and Environmental Planning, liu@scag.ca.gov, 213-236-1838

SUBJECT: SCAG Sustainability Planning Grants Program – Monthly Update

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
 Receive and File.

EXECUTIVE SUMMARY:

SCAG is providing a monthly update (attached) regarding successful implementation of (75) Sustainability Grants to member agencies. Forty-four (44) of the seventy-five (75) approved SCAG Sustainability Planning Grants were funded in the fall of 2013. An additional fifteen (15) projects were funded in the summer of 2014. Six of these projects will be funded by an award to SCAG from the California Strategic Growth Council. The remaining projects were funded in the fall of 2014. At the time this report was distributed, seventy (70) grant projects have had Scopes of Work developed and finalized, sixty-nine (69) grant projects have had Request for Proposals (RFPs) released, sixty-nine (69) grant projects have selected consultants, and sixty-three (63) grant projects have had contracts executed (this includes contracts resulting from Memoranda of Understanding between SCAG and the following Cities and funding contributions: West Covina - \$200,000; Indio - \$175,000; Westminster - \$200,000; and Fountain Valley - \$200,000. These funding contributions are consistent with the Sustainability Grant amount the Regional Council previously authorized).

STRATEGIC PLAN:

This item supports SCAG’s Strategic Plan Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; and Goal 4: Develop, Maintain and Promote the Utilization of State of the Art Models, Information Systems and Communication Technologies.

BACKGROUND:

On September 12, 2013, the Regional Council approved seventy-three (73) Sustainability Planning Grant projects and directed staff to proceed with funding projects with available funds for Phases I and Phase II projects (total of 44 projects). The remaining projects comprised Phase III and are proceeding as additional funds have become available in FY 2014/2015. An additional fifteen (15) projects were funded in the summer of 2014. On August 7, 2014 the Regional Council approved adding two (2)

REPORT

Sustainability Planning Grant projects to the approved list for a new total of seventy-five (75) projects. On October 2, 2014 the Regional Council approved funding for the remaining projects on the list.

SCAG staff is providing monthly updates to the Board regarding implementation of the seventy-five (75) grants. At the time this report was distributed, seventy (70) grant projects have had Scopes of Work developed and finalized, sixty-nine (69) grant projects have had Request for Proposals (RFPs) released, sixty-nine (69) grant projects have selected consultants, and sixty-three (63) grant projects have had contracts executed (this includes contracts resulting from Memoranda of Understanding between SCAG and the following Cities and funding contributions: West Covina - \$200,000; Indio - \$175,000; Westminster - \$200,000; and Fountain Valley - \$200,000. These funding contributions are consistent with the Sustainability Grant amount the Regional Council previously authorized).

FISCAL IMPACT:

Funding is included in SCAG's FY 2015-16 Overall Work Program (OWP) Budget. Staff's work budget for the current fiscal year are included in FY 2015-16 OWP 065.SCG02663.02.

ATTACHMENT:

Summary Progress Chart

SCAG Sustainability Planning Grants

September 14, 2015 Regional Council Progress Update

Rank	Applicant	Project	Working /				
			Last Contact	Scope	RFP	Selection	Contract
Phase 1 (Available funds FY 13-14)							
1	San Bernardino County	Bloomington Area Valley Blvd. Specific Plan Health and Wellness Element - Public health; Active transportation; Livability; Open space	x	x	x	x	x
2	Los Angeles - Department of City Planning	Van Nuys & Boyle Heights Modified Parking Requirements - Economic development; TOD; Livability	x	x	x	x	x
3	Los Angeles - Department of City Planning	Bicycle Plan Performance Evaluation - Active transportation; performance measures	x	x	x	x	x
4	Western Riverside Council of Governments	Public Health: Implementing the Sustainability Framework - Public health; Multi-jurisdiction coordination; Sustainability	x	x	x	x	x
5	Santa Ana	Complete Streets Plan - Complete streets; Active transportation; Livability	x	x	x	x	x
6	San Bernardino Associated Governments	Climate Action Plan Implementation Tools - GHG reduction; Multi-jurisdiction coordination; Implementation	x	x	x	x	x
7	Riverside	Restorative Growthprint Riverside - GHG reduction; Infrastructure investment; Economic development	x	x	x	x	x
8	Orange County Parks	Orange County Bicycle Loop - Active transportation; Multi-jurisdictional; Public health	x	x	x	x	x
9	Ventura County	Connecting Newbury Park - Multi-Use Pathway Plan - Active transportation; Public health; Adaptive re-use	x	x	x	x	x
10	Imperial County Transportation Commission	Safe Routes to School Plan - Multi-modal; Active transportation	x	x	x	x	x
11	Yucaipa	College Village/Greater Dunlap Neighborhood Sustainable Community - Complete Streets; TOD	x	x	x	x	x

Rank	Applicant	Project	Working /				
			Last Contact	Scope	RFP	Selection	Contract
12	Las Virgenes-Malibu Council of Governments	Multi-Jurisdictional Regional Bicycle Master Plan - Active transportation; Public health; Adaptive re-use	x	x	x	x	x
13	Eastvale	Bicycle & Pedestrian Master Plan - Active Transportation	x	x	x	x	x
14	West Covina	Downtown Central Business District - Multi-modal; Active transportation	x	x	x	x	x
15	Placentia	General Plan/Sustainability Element & Development Code Assistance - General Plan Update; Sustainability Plan	x	x	x	x	x
16	Paramount/Bellflower	Regional Bicycle Connectivity - West Santa Ana Branch Corridor - Active transportation; multi-jurisdiction	x	x	x	x	x
17	Costa Mesa	Implementation Plan for Multi-Purpose Trails - Active Transportation	x	x	x	x	x
Phase 2 (Available funds)							
18	Fullerton	East Wilshire Avenue Bicycle Boulevard - Active transportation; Livability; Demonstration project	x	x	x	x	x
19	Beaumont	Climate Action Plan - GHG reduction	x	x	x	x	x
20	Palm Springs	Sustainability Master Plan Update - Leverages larger effort; commitment to implement	x	x	x	x	x
21	Big Bear Lake	Rathbun Corridor Sustainability Plan - Multi-modal; Economic development; Open space	x	x	x	x	x
22	Western Riverside Council of Governments	Land Use, Transportation, and Water Quality Planning Framework - Integrated planning, Sustainability	x	x	x	x	x
23	Anaheim	Bicycle Master Plan Update - Active transportation	x	x	x	x	x
24	Ontario	Ontario Airport Metro Center - Multi-modal; Visualization; Integrated planning	N/A				
25	Coachella Valley Association of Governments	CV Link Health Impact Assessment - Active transportation; Public health; Multi-jurisdiction	x	x	x	x	x

Rank	Applicant	Project	Working /				
			Last Contact	Scope	RFP	Selection	Contract
26	San Bernardino Associated Governments	San Bernardino Countywide Complete Streets Strategy - Multi-modal; Livability; Multi-jurisdiction	x	x	x	x	x
27	Chino Hills	Climate Action Plan and Implementation Strategy - GHG reduction; Implementation; Sustainability	x	x	x	x	x
28	Coachella	La Plaza East Urban Development Plan - Mixed-use, TOD, Infill	x	x	x	x	x
29	South Bay Bicycle Coalition/Hermosa, Manhattan, Redondo	Bicycle Mini-Corral Plan - Active transportation; implementable; good value	x	x	x	x	x
30	Hawthorne	Crenshaw Station Area Active Transportation Plan and Overlay Zone - Multi-modal; Active transportation; GHG reduction	x	x	x	x	x
31	Chino	Bicycle & Pedestrian Master Plan - Multi-modal; Active transportation	x	x	x	x	x
32	Stanton	Green Planning Academy - Innovative; Sustainability; Education & outreach	x	x	x	x	x
33	Hermosa Beach	Carbon Neutral Plan - GHG reduction; Sustainability	x	x	x	x	x
34	Palm Springs	Urban Forestry Initiative - Sustainability; Unique; Resource protection	x	x	x	x	x
35	Orange County	"From Orange to Green" - County of Orange Zoning Code Update - Sustainability; implementation	x	x	x	x	x
36	Calimesa	Wildwood and Calimesa Creek Trail Master Plan Study - Active transportation; Resource protection	x	x	x	x	x
37	Western Riverside Council of Governments	Climate Action Plan Implementation - GHG Reduction; Multi-jurisdiction; implementation	x	x	x	x	x
38	Lynwood	Safe and Healthy Community Element - Public health & safety, General Plan update	x	x	x	x	x

Rank	Applicant	Project	Working /				
			Last Contact	Scope	RFP	Selection	Contract
39	Palmdale	Avenue Q Feasibility Study - Mixed-use; Integrated planning	x	x	x	x	x
40	Long Beach	Willow Springs Wetland Habitat Creation Plan - Open Space; Resource protection	x	x	x	x	x
41	Indio	General Plan Sustainability and Mobility Elements - Sustainability; Multi-modal, General Plan update	x	x	x	x	x
42	Glendale	Space 134 - Open space/Freeway cap; Multi-modal	x	x	x	x	x
43	Rancho Palos Verdes/City of Los Angeles	Western Avenue Corridor Design Implementation Guidelines - Urban Infill; Mixed-use; Multi-modal	x	x	x	x	x
44	Moreno Valley	Nason Street Corridor Plan - Multi-modal; Economic development	x	x	x	x	x
Phase 3 (Pending additional funds)							
45	Park 101/City of Los Angeles	Park 101 District - Open space/Freeway cap; Multi-modal	x	x	x	x	x
46	Los Angeles/San Fernando	Northeast San Fernando Valley Sustainability & Prosperity Strategy - Multi-jurisdiction; Economic development; Sustainability	x	x	x	x	x
47	San Dimas	Downtown Specific Plan - Mixed use; Infill	x	x	x	x	x
48	Los Angeles - Department of City Planning	CEQA Streamlining: Implementing the SCS Through New Incentives - CEQA streamlining	x	x	x	x	x
49	Pico Rivera	Kruse Road Open Space Study - Open space; Active transportation	x	x	x	x	x
50	South Bay Cities Council of Governments	Neighborhood-Oriented Development Graphics - public outreach	x	x	x	x	x
51	San Bernardino Associated Governments	Safe Routes to School Inventory - Active transportation; Public health	x	x	x	x	x
52	Burbank	Mixed-Use Development Standards - Mixed use; Urban infill	x	x	x	x	

Rank	Applicant	Project	Working /				
			Last Contact	Scope	RFP	Selection	Contract
53	San Bernardino Associated Governments	Countywide Habitat Preservation/Conservation Framework - Open Space; Active Transportation	N/A				
54	Rancho Cucamonga	Healthy RC Sustainability Action Plan - Public health; implementation	x	x	x	x	x
55	Pasadena	Form-Based Street Design Guidelines - Complete Streets; Multi-modal; Livability	x	x	x	x	x
56	South Gate	Gateway District/Eco Rapid Transit Station Specific Plan - Land Use Design; Mixed Use; Active Transportation	x	x	x	x	
57	Lancaster	Complete Streets Master Plan - Complete Streets Plan	x	x	x	x	
58	Rancho Cucamonga	Feasibility Study for Relocation of Metrolink Station - Transit Access	x	x	x	x	x
59	Santa Clarita	Soledad Canyon Road Corridor Plan - Land Use Design; Mixed Use Plan	N/A				
60	Seal Beach	Climate Action Plan - Climate Action Plan	x	x	x	x	x
61	La Mirada	Industrial Area Specific Plan - Land Use Design	N/A				
62	Hemet	Downtown Hemet Specific Plan - Land Use Design; Mixed Use Plan	x	x	x	x	x
63	Hollywood Central Park/City of Los Angeles	Hollywood Central Park EIR - Open Space/Freeway Cap; Multi-modal	x	x	x	x	x
64	Desert Hot Springs	Bicycle/Pedestrian Beltway Planning Project - Active Transportation	N/A				
65	Cathedral City	General Plan Update - Sustainability - General Plan Update; Sustainability Plan	x	x	x	x	x
66	Westminster	General Plan Update - Circulation Element - General Plan Update; Complete Streets	x	x	x	x	x
67	La Canada Flintridge	Climate Action Plan - Climate Action Plan	x	x	x	x	
68	Huntington Beach	Neighborhood Electric Vehicle Plan - Electric Vehicle	x	x	x	x	
69	Pasadena	Green House Gas (GHG) Emission Reduction Evaluation Protocol - Climate Action Plan	x	x	x	x	x

Rank	Applicant	Project	Working /					Contract
			Last Contact	Scope	RFP	Selection		
70	San Bernardino Associated Governments	Countywide Bicycle Route Mobile Application - Active Transportation	x	x	x	x		
71	Dana Point	General Plan Update - General Plan Update	x					
72	Garden Grove	RE:IMAGINE Downtown - Pedals & Feet - Active Transportation; Infill	x	x	x	x	x	
73	Barstow	Housing Element and Specific Plan Update - Housing; Land Use Design	x	x	x	x	x	
74	Bell	General Plan Update - General Plan Update	x	x	x	x	x	
75	Fountain Valley	Euclid/I-405 Overlay Zone - Mixed use; Urban infill	x	x	x	x	x	

DATE: October 8, 2015

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

FROM: Huasha Liu, Land Use & Environmental Planning Director, (213) 236-1838,
liu@scag.ca.gov

SUBJECT: Cap-and-Trade Greenhouse Gas Reduction Fund: Affordable Housing & Sustainable Communities (AHSC) Program Update: Draft Guidelines

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:
Receive and File.

EXECUTIVE SUMMARY:

In June 2015, the Strategic Growth Council (SGC) formally awarded over \$27 million from the Greenhouse Gas Reduction Fund (GGRF) to support construction of more than 800 affordable housing units and associated transportation infrastructure in the SCAG region as part of the statewide 2014-2015 Affordable Housing & Sustainable Communities (AHSC) Program.

In September, the Strategic Growth Council (SGC) released Draft Revised Guidelines for the Fiscal Year 2015-2016 AHSC grant program. These Draft Revised Guidelines will be used for public discussion during SGC's public workshops, including a workshop on October 21st at the SCAG Downtown LA office. SGC is currently accepting public comment until October 30th.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a) Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

BACKGROUND:

Last fiscal year was the first year of the statewide AHSC program, which resulted in funding for nine (9) housing and transportation improvements in the SCAG region related to lowering vehicles miles traveled. The SGC initiated the process for the 2015-2016 (Round Two) program and has released the Draft Revised Program Guidelines for public comment. Some key changes in the Draft Revised Program Guidelines include the removal of the jurisdictional cap, the creation of a new "Rural Innovation Project Areas" category, an increase in the maximum per project award size to \$20 million from \$15 million, modified greenhouse gas reduction scoring, and an increase in points for collaborative projects. The Draft revised Program Guidelines explicitly do not discuss any changes to the role of Metropolitan Planning Organizations, geographic distribution of funds, or technical assistance. The

REPORT

total funds available for the program is expected to be up to \$400 million and will be formally announced in the anticipated January 2016 Notice of Funding Availability. In October, SGC is seeking public comment at workshops across the state. The Los Angeles workshop will be held on October 21st at the SCAG Downtown Los Angeles office. Please visit <http://sgc.ca.gov/> for SGC workshop information. In the winter, SGC plans to release the Revised Guidelines and hold a Council meeting to vote on approval of the Guidelines.

In November, SCAG and our regional partners plan to host a regional workshop focused on providing technical assistance to potential AHSC applicants. SCAG's AHSC Action Plan proposed hosting regional workshops and ongoing dialogue to support the region's applications. The first California Gold workshop, entitled "California Gold: Bringing Cap and Trade Dollars to Southern California," was successfully hosted by SCAG and its regional partners on August 6, 2015. Presentations from the workshop are available at SCAG's Greenhouse Gas Reduction Fund webpage (<http://www.scag.ca.gov/programs/Pages/Programs/GreenhouseGasReductionFund.aspx>). Future dates for California Gold workshop will be announced and coordinated with the schedule of the SGC's guideline revision process.

The AHSC Action Plan outlines specific goals and strategies such as collaboration, technical assistance, and outreach to bolster the performance of the SCAG region in the competitive AHSC grant program for Round Two and future rounds. Specifically, the Action Plan called for outside expertise to help develop recommended changes to the AHSC Guidelines. A consultant has been procured and has commenced work in collaboration with SCAG's Cap-and-Trade Action Team (CTAT) to develop concrete and pragmatic recommendations by engaging stakeholders across the region. For the second phase, SCAG is procuring a second consultant team to work with potential AHSC applicants as they apply for AHSC funding in Round Two.

FISCAL IMPACT:

Work associated with this item is included in the current FY2015/16 Overall Work Program (16-065.03654: Greenhouse Gas Reduction Fund Support)

ATTACHMENT:

None

DATE: October 8, 2015

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

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

SUBJECT: Amendment 1 of the Fiscal Year (FY) 2015-16 Overall Work Program (OWP)

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Adopt Resolution No. 15-573-1 approving Amendment 1 to the FY 2015-16 OWP and authorize the Executive Director, or his designee, to submit the necessary administration documentation to the California Department of Transportation (Caltrans).

EXECUTIVE SUMMARY:

Staff seeks the Regional Council's approval to adopt Resolution No. 15-573-1 related to Amendment 1 of SCAG's OWP for Fiscal year 2015-16. Amendment 1 will increase the overall budget by approximately \$2.4 million from \$48.2 to \$50.6 million. The budget increase in Amendment 1 results from: programing a new Federal Highway Administration (FHWA) Grant for Express Travel Choices Phase III in the amount of \$1.1 million (including associated local match); adding Transportation Development Act (TDA) funds to three new tasks (\$0.5 million); adjusting budgets as needed and to match remaining available grant balances.

STRATEGIC PLAN:

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

BACKGROUND:

In May 2015, the Regional Council adopted the Final FY 2015-16 Comprehensive Budget that included the FY 2015-16 OWP with a budget of \$48,228,250. Since adoption of the OWP Budget, Staff requested and received Executive/Administration Committee (EAC) and Regional Council approval to accept the FHWA's FY 2015 Value Pricing Pilot (VPP) Program funds, if awarded, to continue planning efforts to support the SCAG Region Value Pricing Study. On June 22, 2015, SCAG was notified of the award of the VPP grant funds to continue the Express Travel Choices Phase III project.

Additionally SCAG is adding local transportation funds to support SCAG's Affordable Housing and Sustainable Communities (AHSC) Program and to initiate a Project Study Report-Project Development Support (PSR-PDS) for the proposed East West Freight Corridor in collaboration with Caltrans.

Finally, various project budgets are being amended as needed and to conform to remaining grant balances.

REPORT

The changes for Amendment 1 are listed as follows:

Projects Funded by TDA

NEW	AHSC Grant Support	200,000
NEW	RTP/SCS Editor	60,000
NEW	East-West Freight Corridor (Agreement w/Caltrans)	250,000
	CEO Sustainability Working Group	50,000
	Locally-Funded Projects	50,000
	Subtotal	\$610,000

Funded by New Grants

	Electric Vehicle (EV) Program - Staff	68,560
	Electric Vehicle (EV) Program - Consultant	85,132
	Express Travel choices Phase III	1,146,002
	Subtotal	\$1,299,694

Project Budget Adjustments

	Regional Active Transportation Strategy	(100,000)
	Active Transportation: Economic Impact Study	100,000
	Active Transportation Program - Consultant	(25,000)
	Active Transportation Program - Staff	25,000
	Special Programs Work Plan and Partnership Platform - Consultant	(50,000)
	Special Programs Work Plan and Partnership Platform - Staff	50,000

REPORT

Region-wide data coordination.	(132,795)
Regional Growth and Policy Analysis (\$17,205 from TDA match)	150,000
Sustainability Program Call for Projects	(139,492)
Planning System Development	84,845
RTP/SCS Land Use Policy and Program Development	54,647
Regional Planning & Policy Intern Program	(40,946)
Subtotal	(\$23,741)

Grant End of Year Budget Adjustments

RCTC Rising Stars Transit Internship Program	(20,333)
Calexico Transit Needs Assessment Study	30,000
Long Beach Transit Internship	(5,173)
Imperial Valley-SDSU-Imperial Valley Transit Shuttle Analysis	95,380
Regional Transit Center Feasibility Study	38,047
Riverside Reconnects	(41,135)
City of Thousand Oaks Transit Student Internship	8,479
Gold Coast Transit Internship	(40)
Thousand Oaks Transit Master Plan	45,000
Pasadena Transit Division Student Internship	3,121
SANBAG: Advanced Regional Rail Integrated Vision - East (The ARRIVE Corridor)	(39,712)
Omnitrans Transit Planning and Development Services Student Internship (FY14)	(7,351)
Transit Climate Adaptation and Resiliency Plan for Southern California	60,001
RTA First and Last Mile Strategic Mobility Assessment	

REPORT

	70,000
Aviation Boulevard Multimodal Corridor Plan	77,000
Pacific Coast Highway Parking Master Plan	84,000
City of Fontana - Malaga Bridge Community-based Opportunities Analysis	136,325
Los Angeles County Bicycle Coalition: TRUST South LA - Staff	4,380
Los Angeles County Bicycle Coalition: TRUST South LA - Consultant	(24,422)
Subtotal	<u>\$513,567</u>
Grand Total	\$2,399,520

FISCAL IMPACT:

Budget for the preparation of OWP amendments is included in the FY 2015-16 Overall Work Program

ATTACHMENT:

Resolution No. 15-573-1



RESOLUTION NO. 15-573-1

**A RESOLUTION OF THE SOUTHERN CALIFORNIA
ASSOCIATION OF GOVERNMENTS (SCAG)
APPROVING AMENDMENT 1 TO THE FISCAL YEAR 2015-16
OVERALL WORK PROGRAM (OWP)**

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

Energy & Environment
Deborah Robertson, Rialto

Transportation
Alan Wapner, San Bernardino
Associated Governments

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

WHEREAS, SCAG has developed the Fiscal Year (FY) 2015-16 Comprehensive Budget that includes the following budget components; the General Fund Budget; the Overall Work Program (OWP); the Indirect Cost Budget (ICAP); and the Fringe Benefits Budget; and

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

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

WHEREAS, SCAG is also eligible to receive other Federal and/or State grant funds for certain regional transportation planning related activities. For such funding upon award, the funds are implemented through the OWP and SCAG the applicable Federal or State agency shall execute the applicable grant agreement; and

WHEREAS, SCAG’s Regional Council approved the OWP for FY 2015-16 in May 2015, which was subsequently approved by Caltrans in June 2015; and

WHEREAS, Amendment 1 to the OWP for FY 2015-16, along with its corresponding staff report, has been reviewed and discussed by SCAG’s Executive/Administration Committee and Regional Council.

NOW, THEREFORE, BE IT RESOLVED by the Regional Council of the Southern California Association of Governments, does hereby approve and adopt Amendment 1 to the OWP for FY 2015-16

BE IT FURTHER RESOLVED THAT:

1. The Regional Council hereby authorizes submittal of Amendment 1 to the FY 2015-16 OWP to the participating State and Federal agencies.
2. SCAG pledges to pay or secure in cash or services, or both, the matching funds necessary for financial assistance.
3. The SCAG Executive Director, or in his absence, the Chief Financial Officer, is hereby designated and authorized to submit Amendment 1 to the FY 2015-16 OWP, and to execute all related agreements and other documents on behalf of the Regional Council.

PASSED, APPROVED AND ADOPTED by the Regional Council of the Southern California Association of Governments at a regular meeting this 8th day of October, 2015.

Hon. Cheryl Viegas-Walker
President, SCAG
Councilmember, City of El Centro

Attested by:

Hasan Ikhata
Executive Director

Approved as to Form:

Joann Africa
Chief Counsel

DATE: October 8, 2015

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

FROM: Huasha Liu, Director of Land Use and Environmental Planning; 213-236-1838;
liu@scag.ca.gov

SUBJECT: Cooperative Agreement between SCAG, the County of San Bernardino and San Bernardino Associated Governments for Phase II of the San Bernardino Countywide Habitat Preservation/Conservation Framework

EXECUTIVE DIRECTOR'S APPROVAL: 

RECOMMENDED ACTION:

Approve the Cooperative Agreement between SCAG, the County of San Bernardino, and SANBAG to partner on phase II of the San Bernardino Countywide Habitat Preservation/Conservation Framework and authorize the SCAG President to execute the Agreement on behalf of SCAG.

EXECUTIVE SUMMARY:

In 2013, SANBAG, in partnership with the County of San Bernardino and SCAG, sought to create an inventory of existing species and habitat preservation efforts throughout the county and develop strategies for future coordination of conservation efforts, called the Countywide Habitat Preservation/Conservation Framework Study (Framework Study). The Framework Study included an extensive public engagement process with the Environment Element Group, directly related to the County of San Bernardino's Countywide Vision. To implement the recommendations of the Framework Study, the County, SANBAG, and SCAG aim to further advance countywide habitat preservation by initiating Phase II of the study, which will cost \$275,000 with a proposed financial commitment of \$50,000 from SCAG. SCAG staff seeks approval by the EAC and RC of the attached Cooperative Agreement, and authorize the Executive Director or his designee to execute the Agreement.

STRATEGIC PLAN:

This item supports SCAG's Strategic Plan, Goal 1: Improve Regional Decision Making by Providing Leadership and Consensus Building on Key Plans and Policies; Objective a) Create and facilitate a collaborative and cooperative environment to produce forward thinking regional plans.

BACKGROUND:

In the Fall of 2010, the County of San Bernardino and SANBAG initiated an effort to engage the county's residents, businesses, non-profits and other governmental agencies in the creation of a Countywide Vision for the future. Through an intensive public process the County Board of Supervisors and the SANBAG Board of Directors adopted the Countywide Vision Statement in 2011. It identified the environment as one of several key parts of a complete, sustainable community. The Environment Element Group (EEG) was established through an effort to achieve the Countywide Vision to identify environmental priorities and develop, champion and/or implement regional, collaborative strategies for sustaining the county's natural environment and resources. The EEG identified two priorities: (1) to



REPORT

compile an inventory of “best practices” that can be used by local governments, special districts, and resource agencies to better facilitate the development review process of proposed projects in a transparent and consistent way; and (2) to develop a comprehensive approach to the preservation/conservation of habitat and open space throughout the county.

In 2013, SANBAG hired an environmental consulting firm to create an inventory of existing species and habitat preservation efforts throughout the county and develop strategies for future coordination of conservation efforts, in coordination with EEG. That study became known as the Countywide Habitat Preservation/Conservation Framework Study (Framework Study). The Framework Study identified data gaps, conservation planning subareas, principles and next step recommendations. The EEG identified the creation of a habitat tracking system, completion of a conservation “gap analysis” and the initiation of the development of a reserve design as the priority next steps and requested funding from the County and San Bernardino to finish these next steps of the Framework Study.

The proposed work on the next steps of the Framework Study, described in Attachment A of the Agreement, and is defined as the “PROJECT,” which will have benefit for both San Bernardino County and the SCAG region. To this end, approval is requested of the three-party Agreement among SANBAG, the County, and SCAG. The Agreement outlines responsibilities that will build on the first phase of the Countywide Habitat Preservation/Conservation Framework Study by developing a habitat tracking system, conducting conservation “gap analysis” and initiating development of a reserve design as identified by the EEG. With the approval of the Agreement, SANBAG will, on behalf of the County and SCAG, undertake management, planning, outreach, analysis, and procurement work in connection with the Phase Two Framework Study and complete the tasks documented in the Scope of Work.

The three agencies wish to enter into this Cooperative Agreement to delineate roles, responsibilities, and funding commitments. While the County has agreed to contribute \$225,000, SCAG proposes contributing \$50,000 to SANBAG so that SANBAG may contract for consulting services and conduct of the Scope of Work described in Attachment A. SANBAG, the County, and SCAG believe that the establishment of a single project management entity (SANBAG) to authorize implementation and management of the second phase work on behalf of the EEG and the participating entities is the most efficient approach.

SCAG, the County, and SANBAG envision this ongoing collaborative relationship will support the goals of each agency. If the Cooperative Agreement is approved by the Regional Council, the SCAG President would sign the attached Agreement in October 2015 and thereafter, have it signed by the County and SANBAG representatives

FISCAL IMPACT:

Half of the SCAG contribution is included in the current FY2015/16 Overall Work Program (16-225.02659: Open Space Strategic Plan) and the remaining half is proposed to be included in the FY2016//17 OWP. Approval of this Agreement will authorize SCAG to contribute \$50,000 out of the \$275,000 cost for the study to SANBAG. The County of San Bernardino will provide the balance of \$225,000 to SANBAG.

ATTACHMENT:

Proposed Cooperative Agreement between SCAG, County of San Bernardino, and SANBAG



COOPERATIVE AGREEMENT NO. _____
(SCAG MOU No. M-006-16)

BY AND BETWEEN

SAN BERNARDINO ASSOCIATED GOVERNMENTS

AND

COUNTY OF SAN BERNARDINO

AND

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

FOR

**PHASE TWO OF THE SAN BERNARDINO COUNTYWIDE HABITAT
PRESERVATION/CONSERVATION FRAMEWORK: TRACKING SYSTEM, GAP
ANALYSIS, AND RESERVE DESIGN**

THIS COOPERATIVE AGREEMENT (“Contract”) is made and entered into by and between the San Bernardino Associated Governments (“SANBAG”), whose address is 1170 W. 3rd Street, 2nd Floor, San Bernardino, California 92410-1715; the County of San Bernardino (“COUNTY”), whose address is 385 N. Arrowhead Avenue, 5th Floor, San Bernardino, California 92415-0120; and the Southern California Association of Governments (“SCAG”), whose address is 818 West 7th Street, 12th Floor, Los Angeles, CA 90017. SANBAG, COUNTY, and SCAG are each a “Party” and are collectively referred to as the “Parties.”

RECITALS:

WHEREAS, in Fall 2010, the COUNTY and SANBAG initiated an effort to engage the county’s residents, businesses, non-profits and other governmental agencies in the creation of a Countywide Vision for the future; and

WHEREAS, from October 2010 through May 2011, the COUNTY and SANBAG facilitated forums throughout the county and received feedback from thousands of residents, employers, educators, community organizations, and elected and appointed government leaders to identify the vision that the community has for its future; and

WHEREAS, the resulting data was summarized into a Countywide Vision Report, which included the Countywide Vision Statement, a set of core community elements and shared values, and a collection of great examples that demonstrate innovative and collaborative solutions to critical issues; and

WHEREAS, on June 30, 2011, the COUNTY Board of Supervisors and the SANBAG Board of Directors adopted the Countywide Vision Statement; and

WHEREAS, the Countywide Vision identified the following elements of a complete, sustainable community: jobs/economy, education, housing, public safety, infrastructure, quality of life, environment, wellness, and image; and

WHEREAS, the Environment Element Group (“EEG”) was established through an effort to achieve the Countywide Vision to identify environmental priorities and develop, champion and/or implement regional, collaborative strategies for sustaining the county’s natural environment and resources while accommodating anticipated population and economic growth; and

WHEREAS, the EEG consists of a cross-section of staff from local agencies, state and federal resource agencies, environmental stakeholder groups, and the private sector; and

WHEREAS, two priorities have been identified by the EEG – 1) to compile an inventory of “best practices” that can be used by local governments, special districts, and resource agencies to better facilitate the development review process of proposed projects in a transparent and consistent way, and 2) to develop a comprehensive approach to the preservation/conservation of habitat and open space throughout the county; and

WHEREAS, in 2013, SANBAG sought to create of an inventory of existing species and habitat preservation efforts throughout the county and develop strategies for future coordination of conservation efforts, which became known as the Countywide Habitat Preservation/Conservation Framework Study (Framework Study); and

WHEREAS, the environmental consulting firm Dudek was hired by SANBAG to develop the Framwork Study in consultation with the EEG and completed the first phase in February 2015, identifying data gaps, conservation planning subareas, principles and next step recommendations; and

WHEREAS, the EEG identified the creation of a habitat tracking system, completion of a conservation “gap analysis” and the initiation of the development of a reserve design as the priority next steps and requested funding from the COUNTY and SANBAG to finish these next steps of the Framework Study; and

WHEREAS, the proposed work on the next steps of the Framework Study is described in Attachment A and is defined as the “PROJECT,” which will have benefit for both San Bernardino County and the SCAG region; and

WHEREAS, the Parties wish to enter into this Contract to delineate roles, responsibilities, and funding commitments relative to the PROJECT; and

WHEREAS, COUNTY has agreed to contribute \$225,000 and SCAG has agreed to contribute \$50,000 to SANBAG so that SANBAG may contract for consulting services for the conduct of the Scope of Work described in Attachment A; and

WHEREAS, SANBAG, COUNTY, and SCAG believe that the establishment of a single project management entity (SANBAG) to authorize implementation and management of the PROJECT on behalf of the EEG and the participating entities is the most ideal method,

NOW, THEREFORE, the Parties agree as follows:

I. SANBAG RESPONSIBILITIES:

- A. Designate a Project Manager to represent SANBAG through whom all communications between the Parties shall be channeled.
- B. Provide the COUNTY and SCAG with a proposed project schedule from the consultant to complete the PROJECT.
- C. Include COUNTY and SCAG in all related meetings and communications on the PROJECT's progress as well as to provide COUNTY and SCAG with copies of the meeting minutes and action items.
- D. Undertake management, planning, outreach, analysis, and procurement work in connection with the PROJECT and to diligently undertake and complete the tasks documented in the Scope of Work, including the selection and retention of consultants. Performance of services under these consultant contracts shall be subject to the technical direction of SANBAG's Director of Planning, or his designee, with input and consultation from the COUNTY and SCAG.
- E. Procure, select, and retain consultant for management of the PROJECT (CONSULTANT). SANBAG will include a representative from COUNTY and a representative from SCAG on the consultant selection panel for the PROJECT.
- F. Include systems that have been or are being developed in the region and seek to maximize the consistency at the regional level to benefit the efforts of SCAG.
- G. Make all PROJECT work performed by the consultants and contractors available for review and comment by the COUNTY and SCAG.
- H. Engage and communicate with the EEG and its discussion leaders as a strategic advisor to activities pertaining to the PROJECT, in coordination with COUNTY and SCAG.

II. COUNTY RESPONSIBILITIES:

- A. Designate a responsible staff member who will be COUNTY's representative attending the meetings, receive day-to-day communication and review the PROJECT documents. The responsible staff member will provide comments and any requested information or documents to SANBAG and the consultants.
- B. Be responsible for payment of a total of \$225,000 for COUNTY'S portion of the PROJECT to SANBAG based on progress invoices to be provided to the COUNTY by SANBAG.
- C. Engage and communicate with the EEG and its discussion leaders as a strategic advisor to activities pertaining to the PROJECT, in coordination with SANBAG and SCAG.
- D. Review and comment on all PROJECT work performed by the PROJECT consultant. COUNTY shall transmit all review comments to SANBAG. The COUNTY agrees the

CONSULTANT submittals may be in the form of plans, notes, estimates, analysis, reports, studies, and/or environmental documents. The COUNTY shall review all comments received by the PROJECT and together with SANBAG and SCAG decide which comments shall be incorporated into the PROJECT documents.

III. SCAG RESPONSIBILITIES:

- A. Designate a responsible staff member who will be SCAG's representative attending the meetings, receive day-to-day communication and review the PROJECT documents. The responsible staff member will provide comments and any requested information or documents to SANBAG and the consultants.
- B. Be responsible for payment of a total of \$50,000 for SCAG'S portion of the PROJECT. SCAG will provide to SANBAG the initial \$25,000 thirty (30) days after SANBAG issues a notice to proceed to the CONSULTANT retained to perform the PROJECT, and thereafter will provide to SANBAG the remaining \$25,000 by no later than September 1, 2016.
- C. Review and comment on selected elements of the PROJECT that are relevant to the regional level so that SANBAG can direct the CONSULTANT to incorporate the necessary modifications into the regional documents as necessary and as consistent with the Scope of Work.
- D. Review and comment on all PROJECT work performed by the PROJECT consultant. SCAG shall transmit all review comments to SANBAG. SCAG agrees the CONSULTANT submittals may be in the form of plans, notes, estimates, analysis, reports, studies, and/or environmental documents.

IV. MUTUAL RESPONSIBILITIES:

- A. Parties agree that SANBAG is managing the PROJECT and procurement and oversight of the consultants to complete the PROJECT. Estimated costs of the PROJECT shall not exceed \$275,000 to complete these tasks including services of a project management consultant of up to \$25,000, unless this contract is amended as mutually agreed in writing by the parties. SANBAG will manage the PROJECT using a combination of SANBAG staff and contracted services.
- B. The scope of the PROJECT is depicted in Attachment A, which is attached to this Contract and by this reference is incorporated herein.
- C. Neither COUNTY, nor its officers, directors, employees or agents are responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by SANBAG or SCAG under or in connection with any work, authority or jurisdiction delegated to SANBAG or SCAG under this Contract. It is understood and agreed that, pursuant to Government Code Section 895.4, SANBAG and SCAG shall fully defend, indemnify and save harmless COUNTY its officers, directors, employees or

agents from all claims, suits or actions of every name, kind and description brought for or on account of injury (as defined by Government Code Section 810.8) occurring by reason of anything done or omitted to be done by SANBAG or SCAG under or in connection with any work, authority or jurisdiction delegated to SANBAG or SCAG under this Contract. This provision shall survive termination of this contract.

- D. Neither SCAG, nor its officers, directors, employees or agents are responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by SANBAG or COUNTY under or in connection with any work, authority or jurisdiction delegated to SANBAG or COUNTY under this Contract. It is understood and agreed that, pursuant to Government Code Section 895.4, SANBAG and COUNTY shall fully defend, indemnify and save harmless SCAG its officers, directors, employees or agents from all claims, suits or actions of every name, kind and description brought for or on account of injury (as defined by Government Code Section 810.8) occurring by reason of anything done or omitted to be done by SANBAG or COUNTY under or in connection with any work, authority or jurisdiction delegated to SANBAG or COUNTY under this Contract. This provision shall survive termination of this contract.
- E. Neither SANBAG, nor its officers, directors, employees or agents are responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by COUNTY or SCAG under or in connection with any work, authority or jurisdiction delegated to COUNTY or SCAG under this Contract. It is understood and agreed that, pursuant to Government Code Section 895.4, COUNTY and SCAG shall fully defend, indemnify and save harmless SANBAG its officers, directors, employees or agents from all claims, suits or actions of every name, kind and description brought for or on account of injury (as defined by Government Code Section 810.8) occurring by reason of anything done or omitted to be done by COUNTY or SCAG under or in connection with any work, authority or jurisdiction delegated to COUNTY or SCAG under this Contract. This provision shall survive termination of this contract.
- F. The term of the Contract shall continue in full force and effect through completion and closeout of the PROJECT or on December 31, 2017, whichever is earlier in time.
- G. COUNTY is a self-insured public entity for purposes of Professional Liability, General Liability, Automobile Liability and Workers' Compensation and warrants that through its program of self-insurance, it has adequate coverage or resources to protect against liabilities arising out of the performance of the terms, conditions or obligations of this Contract. SCAG is not a self-insure public entity but for purposes of General Liability, Automobile Liability and Workers Compensation retains adequate coverage to protect against liability arising out of the performance of the terms, conditions or obligations of this Contract.
- H. The Parties hereto warrant that they are duly authorized to execute this Contract on behalf of said Parties and that, by so executing this Contract, the Parties hereto are formally bound to this Contract.
- I. Except on subjects preempted by Federal law, this Contract shall be governed and construed in accordance with the laws of the State of California. All Parties agree to

follow all local, state, county and federal laws and ordinances with respect to the performance under this Contract.

- J. The Parties agree that they shall maintain and make available for inspection all books, records, papers, accounting records, or other documents pertaining to the performance of the PROJECT, including but not limited to, the costs associated with the PROJECT. The Parties shall make available at their respective offices at reasonable times during the Contract term and for three years from the date of PROJECT completion, whichever is later in time. The Parties agree that all duly authorized representatives shall have access to the documents during normal business hours.
- K. If any clause or provision of this Contract is illegal, invalid or unenforceable under applicable present or future laws, then it is the intention of the Parties that the remainder of this Contract shall not be affected but shall remain in full force and effect.
- L. This Contract can be amended with a written amendment when agreed upon and duly authorized to be executed by all Parties.
- M. In the event of litigation arising from this Contract, each Party to this Contract shall bear its own costs, including attorney(s) fees.
- N. This Contract may be signed in counterparts, each of which shall constitute an original.
- O. Any notice required or authorized to be given hereunder or any other communications between the Parties provided for under the terms of this Contract shall be in writing, unless otherwise provided for herein, and shall be served personally or by reputable courier or by facsimile addressed to the relevant party at the address/fax number stated below.
- P. Notice given under or regarding this Contract shall be deemed given (a) upon actual delivery, if delivery is personally made; or (b) upon delivery into the United States Mail if delivery is by postage paid certified mail (return receipt requested), fax or private courier including overnight delivery services. Notice shall be sent to the respective Parties at the address indicated below or to any other address as a Party may designate from time to time by a notice given in accordance with this paragraph.

To COUNTY of San Bernardino	To SANBAG	To SCAG
Land Use Services 385 N. Arrowhead Avenue, 1st Floor	1170 W. 3rd Street, 2nd Floor	818 West 7th Street, 12th Floor
San Bernardino, CA 92415-0120	San Bernardino, CA 92410-1715	Los Angeles, CA 90017
Attn: Tom Hudson	Attn: Steve Smith	Attn: Huasha Liu
	Cc: Procurement Manager	
Phone: (909) 387-4691	Phone: (909) 884-8276	Phone: (213) 236-1800

- Q. The Recitals stated above are true and correct and are incorporated by this reference into the Contract.
- R. Attachment A is attached to this Contract and by this reference is incorporated herein.
- S. SANBAG shall be the last of the parties to sign this Contract and the date that this Contract is executed by SANBAG shall be the Effective Date of the Contract.

----- **SIGNATURES ON THE FOLLOWING PAGE** -----

IN WITNESS WHEREOF, the Parties have executed this Contract on the day and year written below.

COUNTY

**SAN BERNARDINO ASSOCIATED
GOVERNMENTS**

By: _____
James Ramos
Chairman, County Board of Supervisors

By: _____
Ryan McEachron
President, Board of Directors

Date: _____

Date: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By: _____
County Counsel

By: _____
Eileen Monaghan Teichert
General Counsel

CONCURRENCE:

By: _____
Jeffery Hill
Procurement Manager

SCAG

By: _____
Cheryl Viegas-Walker
President, Regional Council

Date: _____

APPROVED AS TO FORM:

By: _____
Joann Africa
Chief Counsel

ATTACHMENT A SCOPE OF WORK

PHASE TWO OF THE SAN BERNARDINO COUNTYWIDE HABITAT PRESERVATION/CONSERVATION FRAMEWORK: TRACKING SYSTEM, GAP ANALYSIS, AND RESERVE DESIGN

SUMMARY OF PROJECT

Conservation planning in the county traditionally has taken place on a more isolated, project-by-project basis, without a comprehensive view of habitat preservation opportunities and priorities countywide. The Framework Study was initiated to provide a comprehensive blueprint for countywide habitat conservation. The work under the first phase of the Framework Study was released as a guidance document outlining the conservation issues and concerns, existing conservation, conservation opportunities, and data gaps associated with current approaches to habitat conservation. The Conservation Framework also identified an achievable set of conservation principles and next steps within a suite of possible comprehensive, long term conservation approaches. The Next Steps section of the Framework Study phase one document included a list of approaches based on priorities and timeframes. Development of the inventory and tracking system, conservation gap analysis, and reserve design were identified by the EEG as the top priorities for next steps. These next steps are critical for establishing implementable comprehensive countywide conservation strategies. Phase two does not require participation by any individual jurisdiction or agency, but broad participation will be encouraged so that the county can move forward to achieve environmental objectives in a business-friendly manner that results in benefits across the board.

STUDY OBJECTIVES

The objectives of this project are to:

1. Create an inventory and tracking system for existing conservation lands and for lands that are newly conserved through acquisition, easements, local General Plans, and other management practices. The tracking system in San Bernardino County will consider inventory and tracking processes established in other parts of the SCAG region, enabling more consistent inventories and analysis at a regional level. San Bernardino County may be considered as a type of pilot study for how to bring data from these systems together.
2. Conduct a conservation gap analysis based on focal species occurrences and known conservation lands.
3. Based on the gap analysis, develop an initial reserve design or alternative designs that identify focus areas needing protection to sustain natural resources while considering ecological, social, economic, and political factors. The goals are to develop greater clarity

and speed in the land development process and greater certainty in the preservation/conservation of important habitat.

4. Based on study findings and input from the Environment Element Group and other stakeholders, and on direction from the SANBAG Board of Directors and County Board of Supervisors, identify a set of next steps in the development of a more comprehensive approach to habitat preservation/conservation in San Bernardino County.
5. Work with the stakeholder group established for the Environment Element of the Vision to move the countywide habitat preservation/conservation framework forward in a way that benefits both the environment and the economy. 1. Seek relevant information for the study from the stakeholder group; 2. Report summary of findings to the group; 3. Seek feedback and refinements from the group on the final draft reports.

It is anticipated that this study will be completed in 12 months from Notice to Proceed. However, the timeframe will be governed by input from the stakeholders and the analysis of data supporting the eventual recommendations for next steps.

STUDY TASKS

Work tasks to be performed as part of the study include:

1. Project management
2. Create a systematic inventory and update process for existing conservation lands, easements, and maintenance commitments and establish a system for long-term tracking of new conservation acquisitions, easements, and maintenance commitments
3. Conduct conservation gap analysis on focal species occurrences and known conservation lands and easements
4. Develop a conceptual reserve design that identifies potential focus areas needing protection to sustain natural resources while considering ecological, social, economic, and political factors
5. In collaboration with clients, define phase three next steps and commitments necessary to further implement the principles identified in the framework study
6. Document all results of the analysis and comments from stakeholders

Each task is described in more detail below.

1. Project management

- **Project Kick-off Meeting:** SANBAG, County of San Bernardino, SCAG, and the consultant will hold a kick-off meeting to discuss project scope, schedule, outreach, and expected project outcomes. Milestones and potential meeting schedules for interaction with the Environment Element group will be discussed. A meeting summary confirming project goals, objectives, data collection needs, and stakeholder outreach approaches will be developed and documented.
- **Staff Coordination:** Monthly face-to-face project team meetings with consultants to ensure good communication on upcoming tasks and to ensure that the project remains on time and within budget. It is anticipated that meetings of the Environment Element Group will be held up to five times throughout the project

process. The Environment Element Group will serve as the main reviewing stakeholder group for the project, but presentations at SANBAG's Planning and Development Technical Forum (PDTF, consisting of jurisdiction planning directors) and/or SANBAG Board or Committee meetings will be requested as the need arises. (Maximum 4 for PDTF and 2 for SANBAG Board or policy committees)

- The Open Space Conservation Working Group at SCAG is a gathering of stakeholders for the development of the Open Space Conservation Planning component of the Regional Transportation Plan (RTP)/Sustainable Communities Strategy (SCS). Presentations at SCAG's Working Groups and/or Committee meetings will be requested as the need arises from SCAG. (Maximum 2)
- Invoicing and project reporting: The consultant may bill SANBAG monthly for project expenses incurred. A brief progress report shall be provided together with each invoice.

2. Create a systematic inventory and update process for existing conservation lands and establish a system for long-term tracking of new conservation acquisitions

As identified in the Next Steps from the framework study, this effort will be required to create an inventory of conservation lands in the county and establish a system for long-term tracking of new conservation acquisitions. Known conservation easements and maintenance commitments will also need to be identified. SANBAG, the County, and consultant will need to work together to maintain data quality, accuracy, and appropriate confidentiality involved in data collection for the tracking system. The inventory presented as part of the framework study would serve as a starting point, and the consultant will be obtaining the preliminary missing data identified in Section 3 of the framework study as soon as the review of the current data is complete.

The consultant shall create a structured inventory and tracking system through the following:

- Documentation of conservation databases and tracking systems that may be in use in San Bernardino County, at SCAG, and in other counties in the SCAG region and at the US Fish and Wildlife Service (USFWS) and California Department of Fish and Wildlife (CDFW). This project should build upon systems that have been or are being developed in the region and seek to maximize the consistency of data elements and formats at the regional level. This will include outreach early in the project to the counties of Imperial, Orange, Los Angeles, Riverside, and Ventura. No data collection will occur in these other counties, but the tracking system for San Bernardino County should be designed in a way that will enable SCAG to collect regionally consistent data that will be useful for development of the 2020 Regional Transportation Plan/Sustainable Communities Strategy.
- Examination of mapping and auxiliary information available from the phase one framework study (Appendix 2B and 2C). The Consultant will also review and include any other data sources not included in the framework study that will be useful to the development of the tracking system, including sources from SCAG, County of San Bernardino, Local Agency Formation Commissions (LAFCO), cities in San Bernardino

County, state/federal resource agencies, and regional conservation planning efforts such as the Desert Renewable Energy Conservation Plan (DRECP).

- Based on the above input, prepare a technical memorandum recommending a structure for a conservation tracking system in San Bernardino County that will also be usable at the regional level. This will include listings and definitions of variables, GIS/software platform options and associated formats. As discussed above, the preference will be to build on a system or systems already in place, also keeping in mind simplicity of adding new data over time.
- Following approval of the structure by SANBAG, in consultation with the County and SCAG, incorporate data from the framework study and other sources identified above in building of the tracking system. This will establish the baseline inventory from the framework study and other sources, creating an existing conservation ownership and management database.
- Define a long-term Countywide conservation tracking/data collection process that tracks information on new conservation land set asides and/or acquisitions that occur through the development process. These could be from a wide range of local jurisdiction actions such as infrastructure project mitigation, hillside ordinance compliance, land set asides required in development agreements, or regulatory permitting process for waters (i.e., 1600 Permits, 404 permits). The intent is to link the tracking system with the development entitlement process of San Bernardino County's jurisdictions so that the digital footprint of conservation for each development project will be added at the appropriate point. The system should eventually enable SANBAG, County, and SCAG to develop an annual report of conservation efforts.
- The inventory and tracking system should include and distinguish among lands legally committed to conservation through EIR mitigation measures, executed development agreements, easements, or other similar agreements. The tracking system should be able to compare committed lands to potential conservation areas identified in local General Plans and Specific Plans.
- Develop tracking and reporting instructions that apply to the consortium of participants responsible for management of conservation lands. The tracking and inventory system should provide the ability to comprehensively track and manage connected conservation lands for the regulatory agencies.
- The tracking and inventory system should be in a digital format integrated with GIS. The tracking and inventory system should be established in a uniform format for ease of use, with access by multiple jurisdictions.
- The consultant will be responsible for presenting the tracking and inventory system to the Environment Element stakeholder group and to the SANBAG Planning and Development Technical Forum. Comments from these stakeholders will be used to fine-tune the tracking system and associated process.

Deliverables:

- Review report of the existing conservation data and inventory
- Technical memorandum recommending a structure for the conservation tracking system GIS based inventory system of existing conservation data
- Tracking system documentation and user manual

- Baseline inventory and existing conservation ownership and management database

3. Conduct conservation gap analysis on focal species occurrences and known conservation lands

Based on the information presented in Section 3 of the Framework Study section (Data Gaps), a detailed analysis of focal species occurrences and known conservation lands should be initiated. The gap analysis is an important step in conservation planning, the results of which help develop the biological goals and objectives of a conceptual Reserve Design. The gap analysis will rely on GIS analysis of spatial data (i.e., biological data, land ownership, land uses, and designated management status) to assess the distribution of biological resources (e.g., natural communities, species distributions, known occurrence data) relative to the distribution of protected lands (areas protected and managed to maintain biological resource value) to identify any “gaps” in protection (e.g., biological resources that are on public or private lands and not well protected or where linkages need to be considered). The gap analysis will also be used to identify gaps in representation, ecological processes or functions, and management of existing protected areas. The identification of gaps will help to focus the conservation strategy on areas most at risk or that would most benefit from conservation actions (e.g., acquisition, restoration, management, monitoring).

The consultant shall analyze the gaps in conservation in the County through the following:

- Review and address the data gaps identified in the Framework Study, Section 3:
 - Biological Resources: incomplete survey data. (see Appendix 2B table 2-2 of the framework study for reference)
 - Open Space and Conservation Areas: incomplete information regarding the location/boundaries, acreages, and/or management plans of open space and park areas, conservation/preserve areas, conservation easements for mitigation, and HCP/NCCPs which were established for public use, protection of habitats and species, or as mitigation for impacts to species, habitat, and/or water resources associated with development projects. (see Table 3-1 of the Framework Study for reference)
 - Outreach to Jurisdictions and Agencies: incomplete response from all cities/towns in the County and agencies and/or incomplete or unavailable data for conservation lands, activities, or planned mitigation needs. (see section 2 of the framework study for reference)
- Consider and include the following additional information in the gap analysis:
 - The Developable Land Survey conducted by the County, local General Plans, and the local jurisdiction/SANBAG/SCAG growth forecast elements should be considered in the conservation gap analysis to understand what areas are viewed to be generally available for development and what areas could be candidates for conservation.
 - The conservation lands inventory and tracking system in Task 2 will serve as a baseline for the gap analysis, providing the location, ownership, and management data upon which to build the GIS spatial gap analyses.

The primary goal of the gap analysis is to inform the next step of the conservation process, the conceptual Reserve Design. The gap analysis is an integral part in development of the Reserve Design because it provides an understanding of the relationship between land ownership and conservation, including wildlife and habitat linkages or connections that can be made with existing and other potential conservation areas that would be most beneficial for focal species conservation. To complete a thorough gap analysis, the consultant will need to work with key stakeholders in obtaining accurate information. This process will need to be coordinated closely with SANBAG and County staff to efficiently manage the outreach effort. The key elements of the analysis will be documented in a technical memorandum.

Deliverables:

- Technical Memorandum/Gap Analysis Report
 - GIS spatial analysis data and results
- 4. Develop a conceptual reserve design that identifies potential lands needing protection to sustain natural resources while considering ecological, social, and economic factors**

Development of the Reserve Design in Task 4 will flow out of the gap analysis in Task 3. The Reserve Design will identify lands needing protection to sustain natural resources while considering ecological, social, and economic factors. The Reserve Design will be conceptual, in the sense that potential areas will be identified for protection of natural values such as biodiversity, ecosystem functions, or to offset adverse effects from use or development. General assessments will be made of habitat values and its importance to the preservation of existing and potential future threatened and endangered species. The objectives of the Reserve Design will be to achieve species, habitat, and function representativeness and persistence, while not specifying individual properties. Flexibility needs to be provided for public and private entities to achieve conservation values through strategies that are biologically sound, address federal and state regulatory requirements, and enable the public and private sectors to provide for the housing, employment, and other needs of a growing population. The conceptual Reserve Design will need to incorporate current and future conditions, within reasonable and practical limitations, including climate and urbanization changes to be successful long-term. This overall approach is consistent with Principle 1 of the Framework Study, which states “Increase certainty while maintaining flexibility for both the preservation/conservation of habitat as well as for land development and infrastructure permitting.” The Reserve Design is intended as a win-win for both the preservation of species together with the accommodation of growth.

The consultant shall start the development of the Reserve Design structure through the following:

- Obtain input from the Environment Element Group on criteria that are important as the Reserve Design is conceived. Discussions will also be needed with local jurisdictions concerning open space and conservation areas they deem important and consistent with their General Plans. An outgrowth of the Reserve Design process may also be

recommendations on adjustments to local General Plan land use designation and policies.

- Conduct detailed biological analyses needed for species that would most likely require mitigation in association with regulatory permitting as outlined in the Section 4 and Principle 13 of the Framework Study. Section 4 of the Framework Study contains the description of the laws, regulations, policies, and planning pertinent to the preparation of the Reserve Design. This would be based on existing biological data. No new field surveys are anticipated.
- Conduct geographical location analyses to understand where focal species locations overlap with development concerns. Integrate biological and geographical analyses to focus on incorporating complete datasets of species occurrences to support species habitat modeling. This task would be integral to the Gap Analysis and Reserve Design process which identifies important areas for long-term protection and management for focal species.
- Consider the practicality of “species relocation” in cases when abundant and suitable species habitat exists nearby or offsite. The Reserve Design should not force habitat connectivity where and when the existing built environment would make for unsafe interactions between humans and some protected (predator) species.
- Consider in the reserve design all of the following factors: location, size, connectivity, replication, alignment of boundaries.
- Document and present datasets and the methodology used in the Reserve Design process to the stakeholders for quality and input purposes. Areas considered for inclusion into the Reserve Design should be verified through surveys or assessments by a qualified biologist(s) and local land use authorities to ensure that the area provides suitable, quality habitat for focal or other target species.

As noted in the Principle 5 of the Framework Study, “Recognize that jurisdictional and other stakeholder participation in a more comprehensive approach to conservation planning will be voluntary, but that participating in the more comprehensive approach will provide benefits for most of those participating.” Future conservation efforts must seek a balance between development and conservation interests. Voluntary participation by local jurisdictions and special districts is key and would be expected because land use authorities and other entities have their own discrete responsibilities/oversights. Success of the Reserve Design development will depend on the incorporation of scientifically-accepted tenets of conservation biology together with the cooperation from local jurisdictions and regulatory permitting agencies.

Deliverables:

- Technical memorandum/Reserve Design report and methodologies
- Geographical and biological GIS spatial analysis data

5. Define phase three next steps and commitments necessary to further implement the principles identified in the Framework Study

It will be important to conclude the initial steps of the tracking system, gap analysis, and reserve design with clarity in how to proceed to the next phase. From the Framework Study, future phases may be focused on the creation of detailed conservation strategies by conservation

subareas and management methods. Financial and personnel resources believed to be needed will continue to be outlined as well. However, next steps could be modified as this project moves forward. Direction of the project will be guided through collaboration and participation of the various stakeholders: elected officials, local agency staff, resource agencies, environmental stakeholders, landowners, and the development community. Direction of the project will be guided through collaboration and participation of the various stakeholders: elected officials, local agency staff, resource agencies, environmental stakeholders, landowners, and the development community.

Deliverable:

- Notes and recommendations on next steps defined by stakeholder groups, to be included in the final report.

6. Document all results of the analysis and comments from stakeholders

Task 6 will document the results of Tasks 1-5. The final analysis and report will reference the inventory, data, methodologies, strategies, and mapping assembled in the course of the study. The SANBAG GIS Department will also be available to assist in preparing mapping products. A draft of the report will be made available to the Environment Element Group for review and comment, following which a final report will be prepared.

Deliverables:

- Draft and final study reports

SCHEDULE

The target schedule for completion is 15 months, with an approximate November 2015 start date for the consultant contract. This relatively aggressive schedule will help the Environment Element Group to focus its efforts with a specific end result in mind. The target for completion of the draft report will be 12 months. The schedule for intermediate study milestones is identified below:

1. Project management – Initiation in month 1, with ongoing project management
2. Create an inventory system of existing conservation lands and establish a system for long-term tracking of new conservation acquisitions – completion by month 4
3. Conduct conservation gap analysis on focal species occurrences and known conservation lands – Completion by month 7
4. Develop a conceptual reserve design that identifies potential lands needing protection to sustain natural resources while considering ecological, social, and economic factors – Completion by month 11
5. Define phase three next steps and commitments necessary to further implement the principles identified in the Framework Study – completion by month 12
6. Document all results of the analysis and comments from stakeholders – Draft final report completion by month 12, followed by stakeholder review and delivery of final report by month 15

Three months are being allowed between the draft and final reports for circulation and review/comment by a broad range of stakeholders and for presentations to elected officials at SANBAG committees.

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REPORT

DATE: October 8, 2015

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 September 14, 2015, 81% of SCAG's members had renewed their membership, representing 82% of the assessment. This is in line with this time last year.

AUDITS:
SCAG's outside independent auditors, Vasquez and Co., LLP, will begin their fieldwork for the FY 2014-15 audit on September 21, 2015. They will present their preliminary audit report to the Audit Committee on November 10, 2015.

The Association of Local Government Auditors (ALGA) will perform a Peer Review of SCAG's Internal Audit function during the first week of November. ALGA will present its report to the Audit Committee at the November meeting also.

SCAG's new position of Assistant Internal Auditor has been filled by Mr. Joshua Margraff who began work at SCAG on September 14, 2015. He will provide additional resources to the Internal Audit Department to alleviate the workload there.

BUDGET & GRANTS (B&G):
B&G staff in collaboration with SCAG's planning staff, collected all FY 2014-15 Overall Work Program (OWP) products and submitted to Caltrans on August 25, 2015.

The FY 2016-17 Caltrans Sustainable Transportation Planning Grant workshop was executed successfully on August 27, 2015. In collaboration with Caltrans, SCAG was able to host the first workshop following the call for projects; nearly a month before any other workshop was held. SCAG opened its main office as well as seven satellite offices to the public resulting in a high volume of participants throughout the region; over 75 attendees of which 60 percent attended a satellite office. Priscilla Martinez-Velez, from Caltrans HQ, led the workshop along with Dan Kopulsky and Charles



REPORT

Lau, Caltrans District 7. Currently the B&G staff is actively working with interested participants to develop highly competitive applications and improve the success of the program for SCAG regions.

On August 31, 2015, B&G staff submitted the 4th Quarter Progress Report for the end of the fiscal year 2014-15 with final expenditures to Caltrans for their review.

In August, B&G began preparation of budget amendment No. 1 to the FY 2015-16 OWP and is presented in your meeting agenda packet for review and approval.

CONTRACTS:

In August 2015, the Contracts Department issued two (2) Requests for Proposal (RFP's); awarded six (6) contracts; issued nine (9) contract amendments; and processed 225 Purchase Orders to support ongoing business and enterprise operations. Staff also administered 128 consultant contracts.

Contracts staff continued to negotiate better pricing and reduced costs for services. During the month of August 2015, over \$3,574 in budget savings was realized bringing this year's fiscal year total to \$5,572.

ATTACHMENT:

August 2015 CFO Monthly Status Report



**SOUTHERN CALIFORNIA
ASSOCIATION of GOVERNMENTS**

Office of the Chief Financial Officer

Monthly Status Report

AUGUST 2015

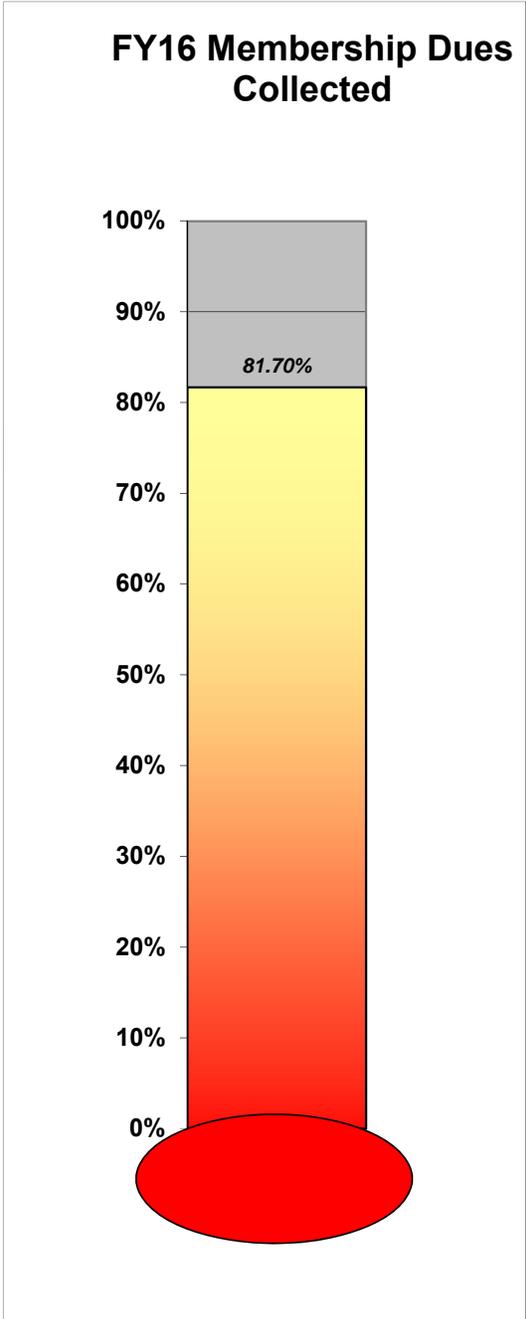


OVERVIEW

As of September 14, 2015, 160 cities and counties have renewed their membership while 34 cities and one county have not yet renewed. There are two cities in the SCAG region that are being recruited for membership.

SUMMARY

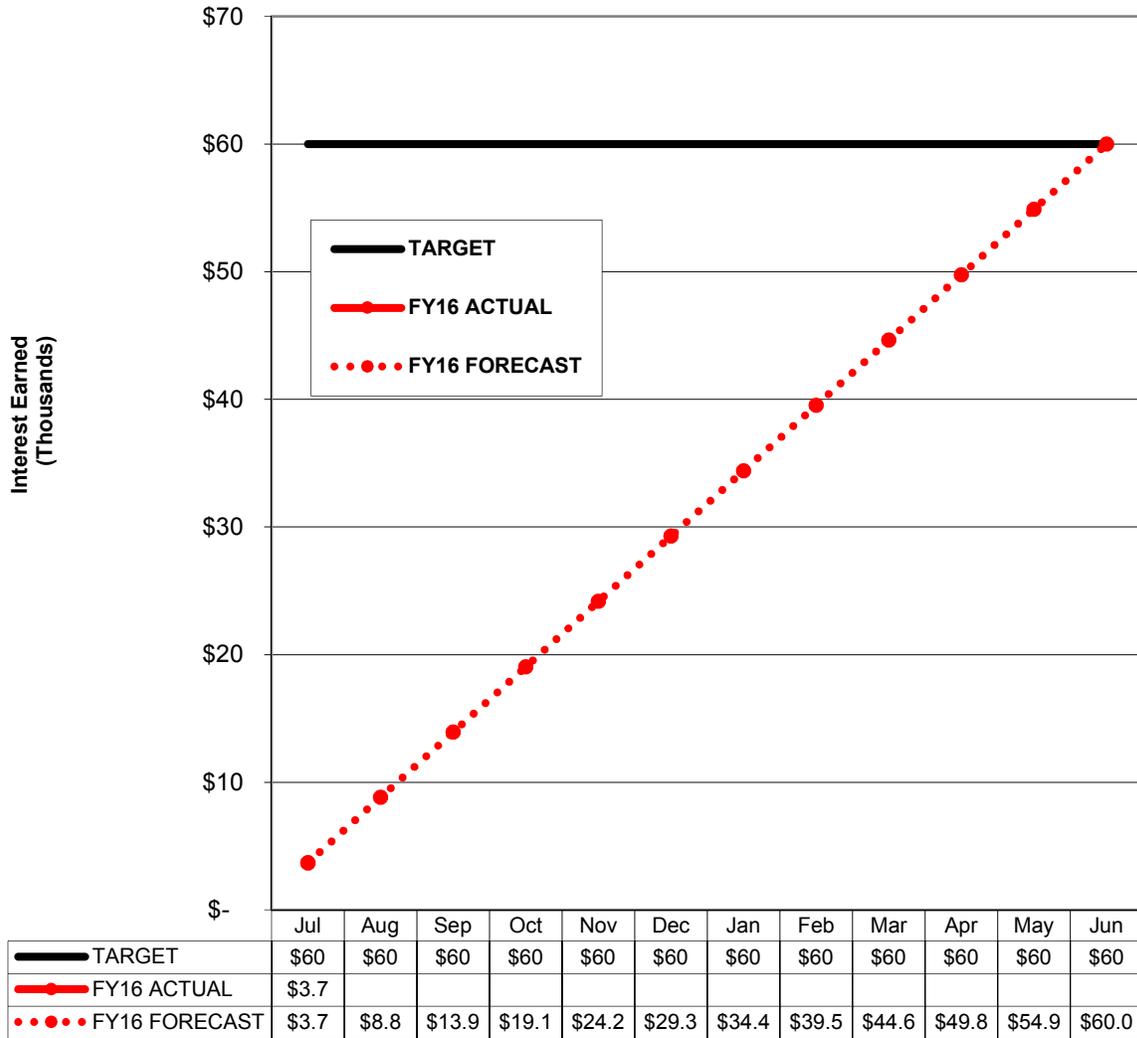
FY16 Membership Dues	<u><u>\$1,923,000.00</u></u>
Total Collected	<u><u>\$1,571,086.00</u></u>
Percentage Collected	<u><u>81.70%</u></u>



Office of the CFO
Interest Earnings Variance



INTEREST EARNINGS VARIANCE



OVERVIEW

Actual interest income is plotted against the target amount. The amount earned through July was \$3,693. The LA County Pool earned 0.73% in July.

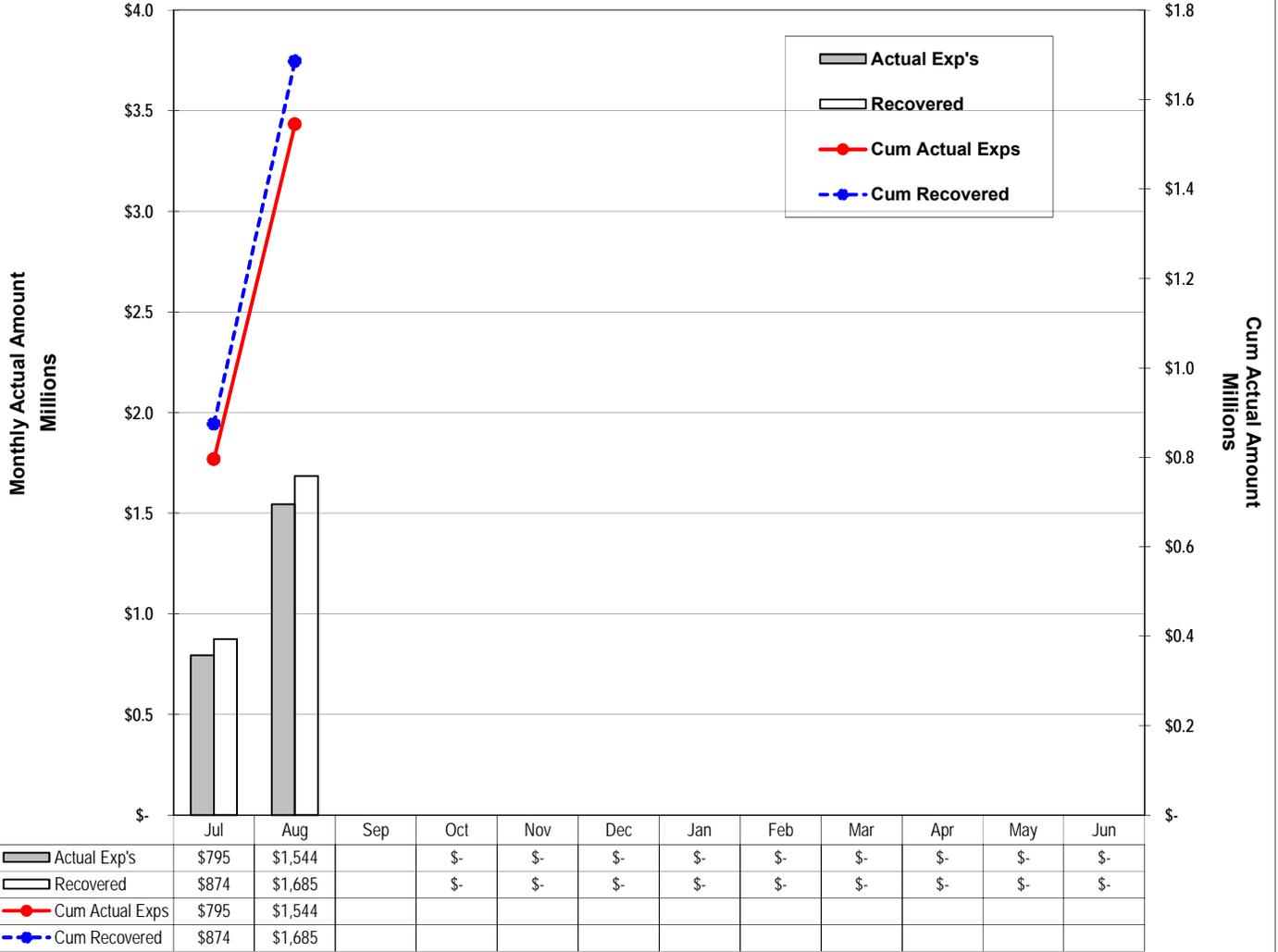
SUMMARY

The amount projected for FY16 is \$60,000.



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.

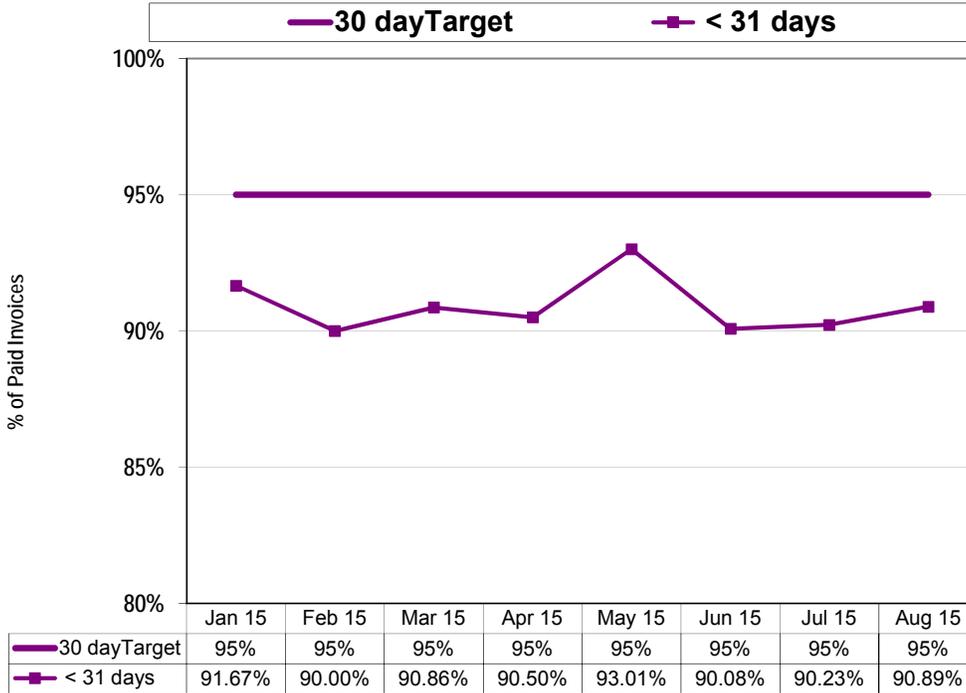
SUMMARY

Through August 2015, SCAG was over-recovered by \$140,763. This was because the Indirect Cost budget was underspent.

Office of the CFO
Invoice Aging



INVOICE AGING



OVERVIEW

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

SUMMARY

90.89% of August 2015's payments were made within 30 days of invoice receipt.

At month-end, 45 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.

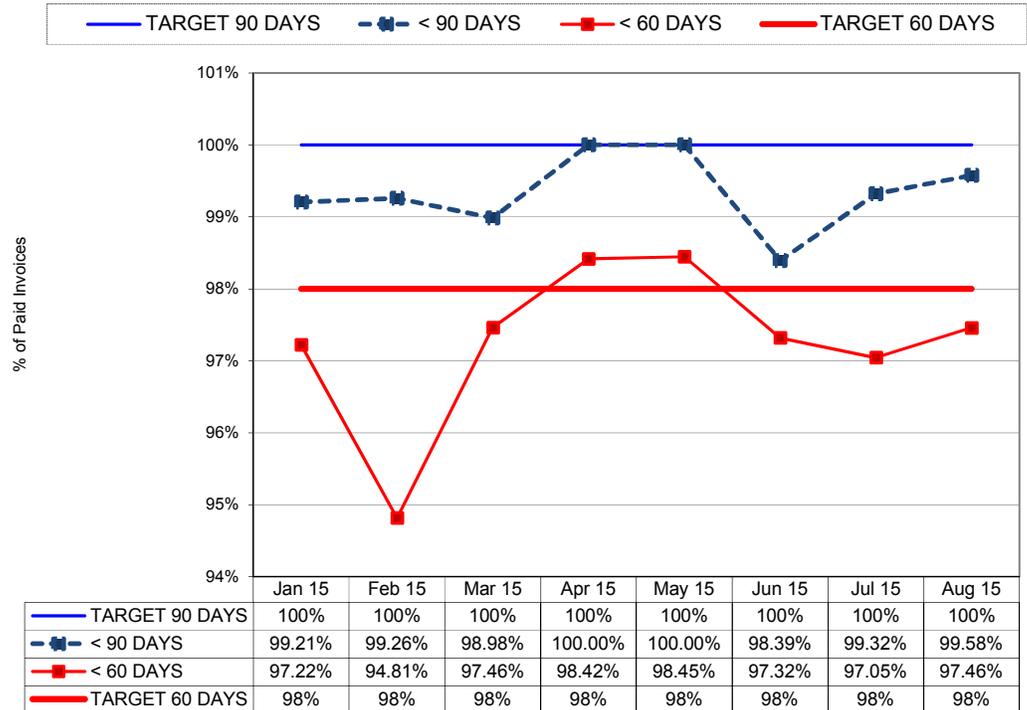
SUMMARY

These goals were not met during this period.

97.46% of August 2015's payments were within 60 days of invoice receipt and 99.58% within 90 days. Invoices unpaid 30-60 days totaled 2; 60-90 days: 0; >90 days: 0.



INVOICE AGING



Office of the CFO
Consolidated Balance Sheet

	7/31/2015	8/31/2015	Incr (decr) to equity	COMMENTS	
1					
2	Cash at Bank of the West	\$ 799,671	\$ 2,047,420		
3	LA County Investment Pool	\$ 13,651,521	\$ 12,839,021		
4	Cash & Investments	\$ 14,451,192	\$ 14,886,442	\$ 435,250	FY16 TDA receipts produced a positive change in cash
5					
6	Accounts Receivable	\$ 8,253,523	\$ 7,079,966	\$ (1,173,557)	Grants receivable was partly paid down
7					
8	Fixed Assets - Net Book Value	\$ 557,750	\$ 557,750	\$ -	No change
9					
10	Total Assets	\$ 23,262,466	\$ 22,524,158	\$ (738,308)	
11					
12	Accounts Payable	\$ (3,186,775)	\$ (385,709)	\$ 2,801,066	All the FY15 invoices were paid off
13					
14	Employee-related Liabilities	\$ (292,466)	\$ (367,759)	\$ (75,293)	July had five unpaid working days, August had six
15					
16	Other Current Liabilities	\$ (518,859)	\$ (619,157)	\$ (100,298)	IC was over-recovered in Aug by \$62K
17					
18	Deferred Revenue	\$ (219,135)	\$ (224,135)	\$ (5,000)	Minimal change
19					
20	Total Liabilities and Deferred Revenue	\$ (4,217,235)	\$ (1,596,760)	\$ 2,620,475	
21					
22	Fund Balance	\$ 19,045,231	\$ 20,927,397	\$ 1,882,167	
23					
24					
	WORKING CAPITAL				
25		7/31/2015	8/31/2015	Incr (decr) to working capital	
26	Cash	\$ 14,451,192	\$ 14,886,442	\$ 435,250	
27	Accounts Receivable	\$ 8,253,523	\$ 7,079,966	\$ (1,173,557)	
28	Accounts Payable	\$ (3,186,775)	\$ (385,709)	\$ 2,801,066	
29	Employee-related Liabilities	\$ (292,466)	\$ (367,759)	\$ (75,293)	
30	Working Capital	\$ 19,225,474	\$ 21,212,939	\$ 1,987,465	

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



COMPREHENSIVE BUDGET

		Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	Staff & Allocated Fringe Benefits	210,255	210,255	5,241		205,015	2.5%
2	51001 Allocated Indirect Costs	149,738	149,738	3,731		146,007	2.5%
3	54300 SCAG Consultants	568,383	568,383	7,000	369,416	191,967	1.2%
4	54340 Legal costs	100,000	100,000	-	100,000	0	0.0%
6	55441 Payroll, bank fees	15,000	15,000	809		14,191	5.4%
7	55510 Office Supplies	20,000	20,000	1,668	18,332	0	8.3%
8	55600 SCAG Memberships	5,250	5,250	-	2,082	3,168	0.0%
9	55610 Professional Membership	13,700	13,700	911	3,398	9,391	6.7%
10	55730 Capital Outlay	542,106	542,106	-		542,106	0.0%
11	55830 Conference - Registration	15,000	15,000	-	1,830	13,170	0.0%
12	55860 Scholarships	32,000	32,000	-	2,000	30,000	0.0%
13	55914 RC General Assembly	500,000	500,000	-	0	500,000	0.0%
15	55915 Demographic Workshop	13,000	13,000	-	1,907	11,093	0.0%
16	55916 Economic Summit	57,000	57,000	-	3,501	53,499	0.0%
17	55917 Labor Summit	13,500	13,500	-	0	13,500	0.0%
18	55920 Other Meeting Expense	90,000	90,000	8,726	81,274	0	9.7%
19	55930 Miscellaneous other	89,000	89,000	62	27,034	61,903	0.1%
20	55940 Stipend - RC Meetings	230,000	230,000	38,670	0	191,330	16.8%
21	56100 Printing	10,000	10,000	-	1,995	8,005	0.0%
22	58100 Travel - outside SCAG region	50,000	50,000	375	0	49,625	0.7%
23	58101 Travel - local	26,000	26,000	2,424	0	23,576	9.3%
24	58110 Mileage - local	23,500	23,500	2,532	0	20,968	10.8%
25	58150 Staff Lodging Expense	3,000	3,000	1,109		1,891	37.0%
26	58800 RC Sponsorships	112,750	112,750	4,500	11,500	96,750	4.0%
27	Total General Fund	2,889,182	2,889,182	77,758	624,269	2,187,155	2.7%
28							
29	Staff & Fringe Benefits	15,287,307	15,287,307	2,361,355		12,925,952	15.4%
30	51001 Allocated Indirect Costs	10,887,267	10,887,267	1,681,049		9,206,218	15.4%
31	54300 SCAG Consultants	16,316,856	16,316,856	139,737	15,188,618	988,501	0.9%
32	54301 Consultants - Other	70,000	70,000	-	70,000	0	0.0%
33	54350 Professional Services	207,200	207,200	-	207,200	0	0.0%
34	55210 Software Support	176,566	176,566	114,471	14,790	47,306	64.8%
35	55280 Third Party Contribution	3,710,826	3,710,826	-	0	3,710,826	0.0%
37	55620 Resource Materials - subscrib	832,000	832,000	20,848	116,771	694,381	2.5%
38	55810 Public Notices	50,000	50,000	-	1,432	48,568	0.0%
39	55830 Conference - Registration	10,000	10,000	-	2,725	7,275	0.0%
40	55920 Other Meeting Expense	26,000	26,000	38		25,962	0.1%
41	55930 Miscellaneous - other	194,880	194,880	182	5,418	189,280	0.1%
42	55950 Temp Help	110,248	110,248	1,190	35,294	73,764	1.1%
43	56100 Printing	61,000	61,000	-	830	60,170	0.0%
44	58100 Travel	288,100	288,100	9,501	0	278,598	3.3%
45	Total OWP	48,228,250	48,228,250	4,328,370	15,643,078	28,256,802	9.0%
46							
47	Comprehensive Budget	51,117,432	51,117,432	4,406,128	16,267,347	30,443,957	8.6%

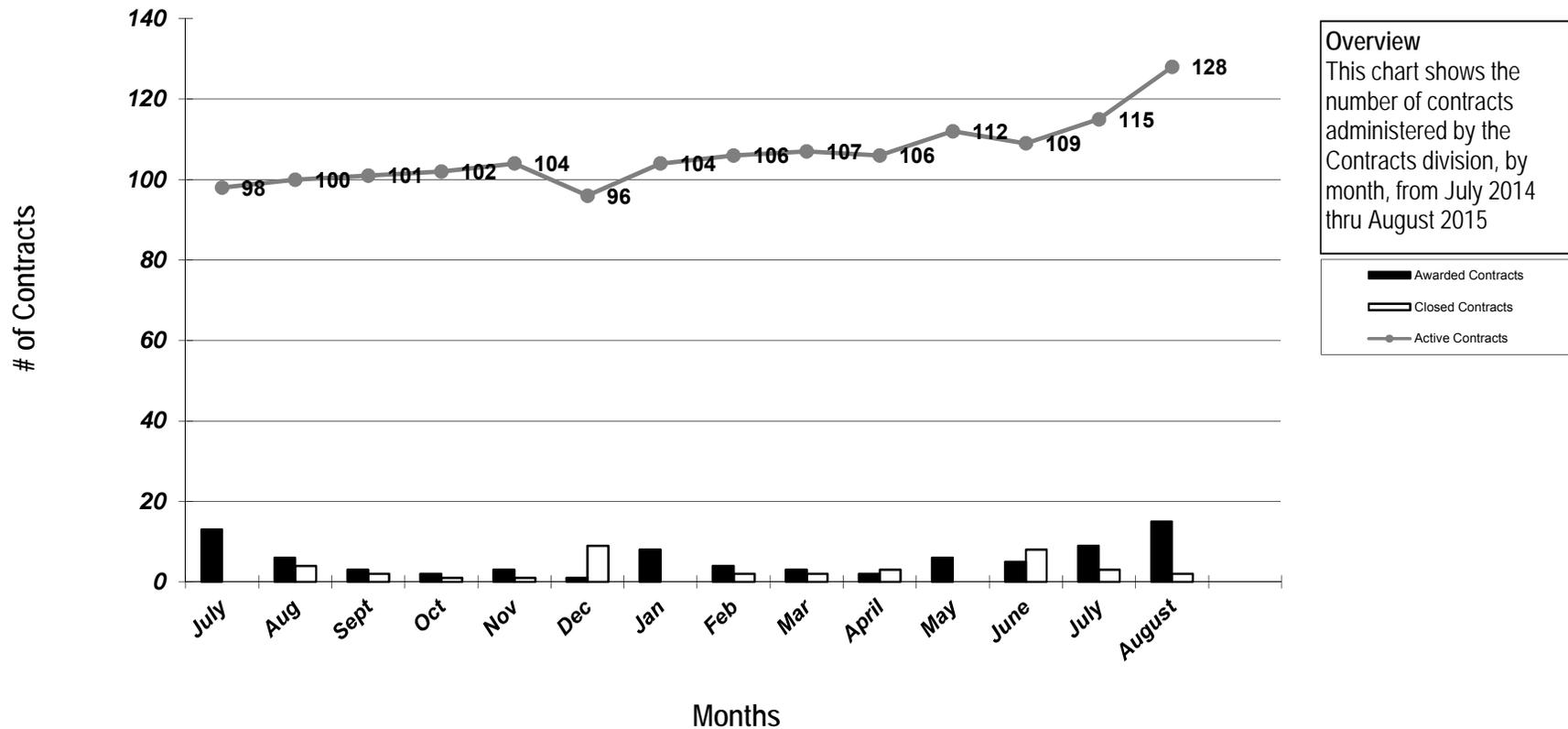
Office of the CFO
Fiscal Year-To-Date Expenditure Report Through August 31, 2015



INDIRECT COST EXPENDITURES

			Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	50010	Regular Staff	3,627,908	3,627,908	578,162		3,049,746	15.9%
2	50013	Regular OT	-	1,000	475		525	47.5%
3	50014	Interns, Temps, Annuit	81,000	80,000	8,318		71,683	10.4%
5	51000	Allocated Fringe Benefits	2,672,978	2,672,978	414,475		2,258,503	15.5%
6	54300	SCAG Consultants	134,000	134,000	8,858	125,142	0	6.6%
7	54301	Consultants - Other	1,299,359	1,299,359	37,713	371,402	890,244	2.9%
8	54340	Legal	335,000	335,000	-	321,367	13,633	0.0%
10	55210	Software Support	460,461	460,461	31,420	159,766	269,275	6.8%
11	55220	Hardware Supp	79,777	79,777	34,933	43,164	1,679	43.8%
12	55240	Repair & Maint Non-IT	30,000	30,000	1,762	28,237	0	5.9%
14	55400	Office Rent 818 Offices	1,582,877	1,582,877	296,546	1,286,331	0	18.7%
15	55410	Office Rent Satellite	171,490	171,490	30,071	141,419	0	17.5%
16	55420	Equip Leases	126,186	126,186	838	125,348	0	0.7%
17	55430	Equip Repairs & Maint	13,323	13,323	195	13,128	0	1.5%
18	55440	Insurance	144,683	144,683	24,114	2,777	117,792	16.7%
19	55441	Payroll / Bank Fees	10,000	10,000	2,628		7,372	26.3%
20	55460	Mater & Equip < \$5,000	49,500	49,500	-	25,204	24,296	0.0%
21	55510	Office Supplies	80,000	80,000	2,933	77,067	0	3.7%
22	55520	Graphic Supplies	2,000	2,000	-	736	1,264	0.0%
23	55530	Telephone	175,000	175,000	11,483	162,077	1,441	6.6%
24	55540	Postage	10,000	10,000	-	10,000	0	0.0%
25	55550	Delivery Services	5,000	5,000	390	4,610	0	7.8%
26	55600	SCAG Memberships	182,151	182,151	25,000	46,322	110,829	13.7%
28	55620	Res Mats/Subscrip	45,727	45,727	11,354	17,413	16,959	24.8%
29	55700	Deprec - Furn & Fixt	45,000	45,000	-		45,000	0.0%
30	55710	Deprec - Computer Equipment	75,000	75,000	-		75,000	0.0%
31	55715	Amortiz - Software	108,791	108,791	-			0.0%
32	55720	Amortiz - Leasehold Improvements	10,000	10,000	-		10,000	0.0%
33	55800	Recruitment Notices	15,000	15,000	-	6,475	8,525	0.0%
34	55801	Recruitment - other	25,000	25,000	847	24,153	0	3.4%
35	55810	Public Notices	5,000	5,000	-	5,000	0	0.0%
36	55820	Training	81,500	81,500	18,695	62,805	0	22.9%
37	55830	Conference/workshops	16,850	16,850	-	0	16,850	0.0%
38	55920	Other Mtg Exp	5,200	5,200	-	480	4,720	0.0%
39	55930	Miscellaneous - other	8,000	8,000	-	8,000	0	0.0%
40	55950	Temp Help	38,500	38,500	660	37,841	0	1.7%
41	56100	Printing	21,000	21,000	-	15,568	5,432	0.0%
42	58100	Travel - Outside	96,800	96,800	1,750		95,050	1.8%
43	58101	Travel - Local	11,450	11,450	60		11,390	0.5%
44	58110	Mileage - Local	45,725	45,725	338		45,387	0.7%
47	58450	Fleet Vehicle	2,000	2,000	-	2,000	0	0.0%
48		Total Indirect Cost	11,929,236	11,929,236	1,544,016	3,123,834	7,261,386	12.9%

SCAG Contracts (Year to Date)



Summary

The chart shows that the Contract Department is managing 128 active consultant contracts. Seventy-four of these are Cost Plus Fixed Fee contracts, 17 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 30 contracts in 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	20	16	4
Administration	44	40	4
Planning & Programs	69	66	3
Total	139	126	13

OTHER POSITIONS

GROUPS	Limited Term Positions	Temp Positions	Agency Temps
Executive	0	0	0
Legal	0	0	0
Strategy, Policy & Public Affairs	1	1	0
Administration	5	4	0
Planning & Programs	1	19	0
Total	7	24	0