



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

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HYBRID (IN-PERSON & REMOTE PARTICIPATION) *

EXECUTIVE/ ADMINISTRATION COMMITTEE

In-Person & Remote Participation*

Wednesday, February 1, 2023

3:00 p.m. – 4:00 p.m.

***Members of the Public are Welcome to Attend and
Participate In-Person:***

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

To Attend and Participate on Your Computer:

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

To Attend and Participate by Phone:

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

Meeting ID: 889 726 747

PUBLIC ADVISORY

Given the declared state of emergency (pursuant to State of Emergency Proclamation dated March 4, 2020) and local public health directives imposing and recommending social distancing measures due to the threat of COVID-19, and pursuant to Government Code Section 54953(e)(1)(A), the meeting will be conducted in a hybrid manner (both in-person and remotely by telephonic and video conference).

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

SCAG, in accordance with the Americans with Disabilities Act (ADA), will accommodate persons who require a modification of accommodation in order to participate in this meeting. SCAG is also committed to helping people with limited proficiency in the English language access the agency's essential public information and services. You can request such assistance by calling (213) 630-1420. We request at least 72 hours (three days) notice to provide reasonable accommodations and will make every effort to arrange for assistance as soon as possible.



Instructions for Attending the Meeting

SCAG is providing multiple options to attend the meeting:

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

To Attend on Your Computer

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

To Attend by Phone

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

OUR MISSION

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

OUR VISION

Southern California's Catalyst for a Brighter Future

OUR CORE VALUES

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



Instructions for Participating and Public Comments

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

1. **In Writing**: Submit written comments via email to: ePublicComment@scag.ca.gov by **5pm on Tuesday, January 31, 2023**. You are **not** required to submit public comments in writing or in advance of the meeting; this option is offered as a convenience should you desire not to provide comments in real time as described below. All written comments received after 5pm on Tuesday, January 31, 2023 will be announced and included as part of the official record of the meeting.
2. **Remotely**: If participating in real time via Zoom or phone, during the Public Comment Period (Matters Not on the Agenda) or at the time the item on the agenda for which you wish to speak is called, use the “raise hand” function on your computer or *9 by phone and wait for SCAG staff to announce your name/phone number. Limit oral comments to 3 minutes, or as otherwise directed by the presiding officer.
3. **In-Person**: If participating in-person, you are invited but not required, to fill out and present a Public Comment Card to the Clerk of the Board prior to speaking. It is helpful to indicate whether you wish to speak during the Public Comment Period (Matters Not on the Agenda) and/or on an item listed on the agenda. Limit oral comments to 3 minutes, or as otherwise directed by the presiding officer.

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

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

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EAC - Executive/Administration Committee
Members – February 2023

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

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

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

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

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EXECUTIVE/ADMINISTRATION COMMITTEE MEETING AGENDA

Southern California Association of Governments
Hybrid (In-Person and Remote Participation)
900 Wilshire Boulevard, Suite 1700 - Policy B Meeting Room
Los Angeles, CA 90017
Wednesday, February 1, 2023
3:00 PM

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

(The Honorable Jan Harnik, Chair)

PUBLIC COMMENT PERIOD (Matters Not on the Agenda)

This is the time for persons to comment on any matter pertinent to SCAG's jurisdiction that is **not** listed on the agenda. Although the committee may briefly respond to statements or questions, under state law, matters presented under this item cannot be discussed or acted upon at this time. Public comment for items listed on the agenda will be taken separately as further described below.

General information for all public comments: Members of the public have the option to participate in the meeting via written or verbal comments. Members of the public are encouraged, but not required, to submit written comments by sending an email to: ePublicComment@scag.ca.gov by 5pm on Tuesday, January 31, 2023. Such comments will be transmitted to members of the legislative body and posted on SCAG's website prior to the meeting. Any writings or documents provided to a majority of the Executive/Administration Committee regarding any item on this agenda (other than writings legally exempt from public disclosure) are available at the Office of the Clerk, located at 900 Wilshire Blvd., Suite 1700, Los Angeles, CA 90017 during normal business hours and/or by contacting the office by phone, (213) 630-1420, or email to aguilarm@scag.ca.gov. Written comments received after 5pm on Tuesday, January 31, 2023, will be announced and included as part of the official record of the meeting. Members of the public wishing to verbally address the Executive/Administration Committee in real time during the meeting will be allowed up to a total of 3 minutes to speak on items on the agenda, with the presiding officer retaining discretion to adjust time limits as necessary to ensure efficient and orderly conduct of the meeting. The presiding officer has the discretion to equally reduce the time limit of all speakers based upon the number of comments received. Members of the public may verbally address the Executive/Administration Committee during the meeting. If participating in-person, you are invited but not required, to fill out and present a Public Comment Card to the Clerk of the Board prior to speaking. It is helpful to indicate whether you wish to speak during the Public Comment Period (Matters Not on the Agenda) and/or on an item listed on the agenda. Limit oral comments to 3 minutes, or as otherwise directed by the presiding officer. If you are attending remotely and desire to speak on an item listed on the agenda, please wait for the chair to call the item and then indicate your interest in offering public comment by either using the "raise hand" function on your computer or pressing *9 on your telephone. For purpose of providing public comment for items listed on the Consent Calendar (if there is a Consent Calendar), please indicate that you wish to speak when the Consent Calendar is called; items listed on the Consent Calendar will



be acted upon with one motion and there will be no separate discussion of these items unless a member of the legislative body so requests, in which event, the item will be considered separately.

REVIEW AND PRIORITIZE AGENDA ITEMS

ACTION ITEM

1. Findings to Continue Holding Virtual Regional Council and Committee Meetings Under AB 361
(Ruben Duran, BB&K Board Counsel)

PPG. 8

RECOMMENDED ACTION:

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

2. STBG/CMAQ Compliance Action Plan
(Annie Nam, Deputy Director of Transportation, SCAG)

PPG. 14

RECOMMENDED ACTION FOR EAC:

Recommend that the Regional Council approve the STBG/CMAQ Compliance Action Plan for submittal to Caltrans and FHWA/FTA.

CONSENT ITEMS

Approval Items

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

PPG. 23

PPG. 31

PPG. 39

PPG. 57

PPG. 75



EXECUTIVE/ADMINISTRATION COMMITTEE MEETING AGENDA

8. SCAG Memberships and Sponsorships

PPG. 90

Receive and File

9. Purchase Orders, Contract and Amendments below Regional Council Approval Threshold

PPG. 93

10. CFO Monthly Report

PPG. 99

CFO REPORT

(Cindy Giraldo, Chief Financial Officer)

PRESIDENT'S REPORT

(The Honorable Jan C. Harnik, Chair)

EXECUTIVE DIRECTOR'S REPORT

(Kome Ajise, Executive Director)

FUTURE AGENDA ITEMS

ANNOUNCEMENTS

ADJOURNMENT



AGENDA ITEM 1
REPORT

Southern California Association of Governments
February 1, 2023

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

From: Michael Houston, Chief Counsel/Director of Legal Services
(213) 630-1467, houston@scag.ca.gov

Subject: Findings to Continue Holding Virtual Regional Council and Committee
Meetings Under AB 361

**EXECUTIVE DIRECTOR'S
APPROVAL**

RECOMMENDED ACTION FOR EAC:

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

RECOMMENDED ACTION FOR RC:

That the Regional Council (RC): (1) ratify the prior actions of the Executive/Administration Committee taken at its February 1, 2023 meetings relating to findings made pursuant to Government Code Section 54953(e)(3); (2) make the following findings required by Government Code Section 54953(e)(3) on the basis of the staff report, which is incorporated by this reference, that (i) a proclaimed state of emergency remains active in connection with the COVID-19 public health crisis, (ii) the RC has reconsidered the circumstances of the state of emergency and (iii) state and local officials continue to impose or recommend measures to promote social distancing in relation to the COVID-19 public health crisis and, further, (3) authorize all legislative bodies of the Southern California Association of Government (SCAG), including the RC, EAC and all committees, subcommittees and task forces established by the RC or SCAG's Bylaws, to utilize remote teleconference meetings pursuant to and in compliance with Brown Act provisions contained in Government Code Section 54953(e).

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.

EXECUTIVE SUMMARY:

On March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency pursuant to Government Code Section 8625 in relation to the COVID-19 public health crisis. The State of Emergency is still in force, although the Governor indicated that he intends to end the state of emergency on February 28, 2023. Additionally, variants such as omicron (and subvariants such as BQ.1 and BQ.1.1.) have shown continued presence through test results in the region. Public health officials are urging residents to exhibit care as winter months proceed, when more indoor congregation occurs. Public health officials have advised to continue to be vigilant in practicing hygiene and wearing masks in public locations. To continue assisting in managing this ongoing public health situation, local public health officials still recommend social distancing and other measures, as further discussed below, as a means to control and prevent the spread of COVID-19. Amendments to the Brown Act in Government Code section 54953(e) (hereafter, "Section 54953(e)") allow legislative bodies to conduct remote/teleconferenced meetings without posting the location of teleconferenced meeting sites or making such sites available to the public (as is required by Section 54953(b)(3)), provided that certain conditions facilitating "real time" public participation and other requirements are satisfied. SCAG's Regional Council Policy Manual permits the holding of remote and teleconferenced meetings in the manner permitted by Section 54953(e). Teleconference meetings include meetings that are held in a "hybrid" manner (that is, with both remote and "in-person" participation, and where the public is not permitted to attend in-person).

This staff report includes findings so that SCAG's legislative bodies may continue meeting remotely. Action by the EAC and RC will facilitate and authorize all of SCAG's legislative bodies (the RC, EAC, Policy Committees, other committees, subcommittees and task forces) to continue utilizing teleconference/videoconference meetings for a thirty-day period.

BACKGROUND:

The United States Secretary of Health and Human Services declared a public health emergency based on the threat cause by COVID-19 on January 31, 2020. The President of the United States issued a Proclamation Declaring a National State of Emergency Concerning COVID-19 beginning March 1, 2020. Thereafter, the Governor of California issued a Proclamation of State of Emergency pursuant to Government Code Section 8625 in relation to the COVID-19 public health crisis on March 4, 2020. At this time, this proclamation is in force and the declared state of emergency presently continues with respect to COVID-19. On October 17, 2022, Governor Newsom indicated that he intends to end the state of emergency on February 28, 2023.¹

¹ <https://www.gov.ca.gov/2022/10/17/governor-newsom-to-end-the-covid-19-state-of-emergency/#:~:text=SACRAMENTO%20%E2%80%93%20Today%2C%20Governor%20Gavin%20Newsom,used%20t>

COVID-19 variants, including sub-variants derived from the omicron variant (such as variants BQ.1 and BQ.1.1), demonstrate that the virus continues to transmit in public places, as evidenced by test results. The Los Angeles County Public Health Officer has stated that Los Angeles County continues to monitor case numbers and the Public Health Officer has not ruled out mandatory masking or other prophylactic measures in the future, should circumstances warrant.² The public health officer also continues to advocate for social distancing as a prudent and reasonable means to assist in controlling COVID-19.³

Pursuant to Assembly Bill (AB) 361, which amended the Brown Act's teleconferencing provisions, Section 54953(e) allows legislative bodies to meet virtually without posting the remote meeting locations and without providing public access at such locations (as is generally required by section 54953(b)(3)), provided there is a state of emergency, and either (1) state or local officials have imposed or recommended measures to promote social distancing or (2) the legislative body determines by majority vote that meeting in person would present imminent risks to the health and safety of attendees. Additionally, Section 54953(e) imposes transparency requirements to the management of remote and teleconference public meetings held under this section. Specifically, Section 54953(e) imposes two requirements for remote public meetings:

1. Public agencies hosting teleconference meetings pursuant to Section 54953(e) in lieu of traditional in-person or teleconferenced meetings must permit direct "real time" public comment during the teleconference and must leave open the opportunity for public comment until the comment period is closed during the ordinary course of the meeting. The opportunity to make public comment must be of a sufficient duration to allow actual public participation.
2. Any action by the governing body during a public teleconference meeting held under Section 54953(e) must occur while the agency is actively and successfully broadcasting to members of the public through a call-in option or an internet-based service option. If a

[o%20combat%20COVID%2D19](#) (accessed December 8, 2022). The governor's statement indicated February 28, 2023 was selected to give "the health care system needed flexibility to handle any potential surge that may occur after the holidays in January and February, *in addition to providing state and local partners the time needed to prepare for this phaseout and set themselves up for success afterwards.*"

² http://publichealth.lacounty.gov/media/coronavirus/docs/HOO/HOO_SaferReturnWorkCommunity.pdf (visited December 8, 2022) (noting "Public Health will continue following the County's COVID-19 Response Plan to recommend or require future mitigation measures should the County's designation on the CDC's Community Level framework increase to Medium or High and the County's COVID-19 transmission level substantially increases in the future.")

³ <http://publichealth.lacounty.gov/acd/ncorona2019/BestPractices/> (visited December 8, 2022) (noting that in business locations it is recommended to "Limit indoor occupancy to increase the physical space between employees at the worksite, between employees and customers, and between customers.")

technical disruption within the agency's control prevents members of the public from either viewing the meeting of the public agency or prevents members of the public from offering public comment, the agency must cease all action on the meeting agenda until the disruption ends and the broadcast is restored.

SCAG has implemented the requirements for conducting public meetings in compliance with the prior executive orders and Section 54953(e). Teleconference accessibility via call-in option or an internet-based service option (via the Zoom Webinars platform) is listed on the published agenda for each meeting of SCAG legislative bodies, and on SCAG's website. Further, SCAG provides access for public comment opportunities in real time at the time noted on the agenda. The holding of remote meetings in compliance with Section 54953(e) promotes the public interests of facilitating robust public participation on a remote platform and, further, protecting the public, SCAG's members and its employees when congregating indoors and against recent variants that pose health risks. Providing remote meetings also allows for the fully participation of SCAG's governing board members and staff who otherwise have tested positive, are mildly ill, and would be unable to personally attend meetings at SCAG's offices but for the accommodations in Section 54953(e). In the spring and summer of 2022, SCAG meetings have included remote participation of either staff or committee members who have been ill with COVID-19 and, but for remote participation, would not have attended in person due to communicable illness.

Since the enactment of Section 54953(e), the EAC, SCAG's Policy Committees, its other committees and the RC have met pursuant to provisions in Government Code section 54953(e)(1)(A) because a declared state of emergency currently exists and County of Los Angeles Public Health Department and the City of Los Angeles currently recommends a variety of social distancing measures (including recommended, but not presently required, masking, recommending avoidance of crowded indoor spaces and social distancing, especially in cases where, as is the case here, the vaccination status of persons outside your household is unknown).⁴ The continued importance of social distancing measures is exemplified by current local health order recommendations to continue adhering to public health measures and recognition that local agencies and businesses may desire to adhere to more stringent health protocols than formally mandated.⁵

⁴ See <https://coronavirus.lacity.org/> (visited December 8, 2022) Los Angeles County Public Health Department notation that social distancing is still a recommended practice.

⁵ See <https://www.lamayor.org/sites/g/files/wph1781/files/page/file/20220304%20SAFER%20LA%20ORDER%202020.03.19%20%28REV%202022.03.04%29.pdf> (City of Los Angeles Mayoral Order), noting "All persons living and working within the City of Los Angeles should continue to always practice required and recommended COVID-19 infection control measures at all times and when among other persons when in community, work, social, or school settings, especially when multiple unvaccinated persons from different households may be present and in close contact with each other, especially when in indoor or crowded outdoor settings." Also, noting "Consistent and correct mask use (covering nose and mouth) is especially important indoors when in close contact with others (less than six feet from) who are not fully vaccinated against COVID-19 or whose vaccination status is unknown."

SCAG's legislative bodies may continue meeting pursuant to Section 54953(e) if certain findings are periodically made and provided, further, that such meetings continue to be held pursuant to the requirements of subdivision (e) of Section 54953. The required findings include: (1) the legislative body has reconsidered the circumstances of the state of emergency and (2) that either (i) state or local officials continue to recommend measures to promote social distancing or (ii) an in-person meeting would constitute an imminent risk to the safety of attendees.

SCAG's Regional Policy Manual permits holding teleconference/videoconference meetings and permits the President to waive certain requirements in the Policy Manual where state law permits such waiver. Likewise, SCAG's Bylaws authorize the EAC to make decisions and take actions binding on SCAG if such decisions or actions are necessary prior to the next regular meeting of the Regional Council. (Art. V.C(3)(a).) Given the RC's next regular meeting will not occur until February 2, 2023, SCAG's Bylaws authorize the EAC to make the findings contained in this staff report to permit legislative bodies to meet on February 2nd prior to the RC meeting.

If the findings below are made, all SCAG legislative bodies (i.e., the RC, EAC, Policy Committees and other SCAG committees, subcommittees and task forces) are authorized to meet pursuant to Section 54953(e) for thirty days. Further continuation beyond this period would require the EAC and/or RC to reconsider the then-current circumstances.

FINDINGS:

The recommendations in this staff report are based on the following facts and findings, made pursuant to Government Code Section 54953(e)(3), which are incorporated into the recommended action taken by the EAC and RC, as noted above:

1. The EAC and RC have reconsidered the circumstances of the state of emergency initially declared by the Governor on March 4, 2020, pursuant to section 8625 of the California Emergency Services Act, relating to the COVID-19 public health crisis and find that the declaration currently remains in effect. The continuation of virtual meetings will allow for full participation by members of the public, consistent with continued social distancing recommendations, and will facilitate the purposes of such social distancing recommendations by preventing large crowds from congregating at in indoor facilities for extended periods of time. Given that the vaccination status of meeting participants (including members of the public) is not known, it is prudent to use caution in protecting the health of the public, SCAG's employees and its membership where, as here, adequate virtual means exist to permit the meeting to occur by teleconference/videoconference with

the public being afforded the ability to comment in real time.⁶ Additionally, continuing virtual meetings allows for the full participation of SCAG's governing board members and staff who otherwise have tested positive, are mildly ill, and would be unable to personally attend meetings at SCAG's offices but for the accommodations in Section 54953(e). Allowing the continued participation of mildly ill persons by remote means while they isolate promotes the public interest and, in fact, has permitted staff and governing board members to fully participate in prior meetings.

2. The EAC and RC find that state and local officials continue to recommend measures to promote social distancing as exemplified by the discussion and footnoted provisions above. Further the Los Angeles County Department of Public Health and City of Los Angeles continue to recommend measures to promote social distancing, including recommendations to avoid crowded indoor spaces and to maintain social distancing, especially in cases where the vaccination status of persons outside a person's household is unknown. The continued importance of social distancing measures is exemplified by recent health order recommending the need to continued adherence to public health measures and recognition that local agencies and businesses may desire to adhere to more stringent health protocols than formally mandated.

CONCLUSION:

Staff recommends the actions described above be taken based on the findings contained in this staff report. Should further remote meetings pursuant to Section 54953(e) be warranted, the EAC and/or RC are required to reconsider the circumstances and make findings to continue holding meetings in this manner.

FISCAL IMPACT:

None.

⁶ See

<https://www.lamayor.org/sites/g/files/wph1781/files/page/file/20220304%20SAFER%20LA%20ORDER%202020.03.19%20%28REV%202022.03.04%29.pdf>, noting "People at risk for severe illness or death from COVID-19—such as unvaccinated older adults and unvaccinated individuals with underlying medical conditions associated with higher risk for severe COVID-19—and members of their household, should defer participating in activities with other people outside their household where taking protective measures, including wearing face masks and social distancing, may not occur or will be difficult, especially indoors or in crowded spaces. For those who are not yet fully vaccinated, staying home or choosing outdoor activities as much as possible with physical distancing from other households whose vaccination status is unknown is the best way to prevent the risk of COVID-19 transmission."



AGENDA ITEM 2
REPORT

Southern California Association of Governments
February 1, 2023

To: Executive/Administration Committee (EAC)
Transportation Committee (TC)
Regional Council (RC)
From: Warren Whiteaker, Department Manager
(213) 236-1810, whiteakerw@scag.ca.gov
Subject: STBG/CMAQ Compliance Action Plan

**EXECUTIVE DIRECTOR'S
APPROVAL**

RECOMMENDED ACTION FOR EAC:

Recommend that the Regional Council approve the STBG/CMAQ Compliance Action Plan for submittal to Caltrans and FHWA/FTA.

RECOMMENDED ACTION FOR RC:

Approve the STBG/CMAQ Compliance Action Plan for submittal to Caltrans and FHWA/FTA.

RECOMMENDATION ACTION FOR TC

Receive and File

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians. 7: Secure funding to support agency priorities to effectively and efficiently deliver work products.

EXECUTIVE SUMMARY:

Federal regulations require the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to jointly review and evaluate the metropolitan transportation planning process of all urbanized areas that have populations totaling 200,000 or greater every four (4) years. During 2022, FHWA and FTA reviewed and evaluated the Southern California Association of Governments' (SCAG's) transportation planning process. The review found one corrective action pertaining to the prioritization and selection of projects funded with Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) funds, including SCAG's role. SCAG staff, in collaboration with the California Department of Transportation (Caltrans) and the County Transportation Commissions (CTCs), have developed the region's STBG/CMAQ Compliance Action Plan. Following approval by the SCAG Regional Council, the Compliance Action Plan will be submitted to Caltrans and FHWA/FTA.

BACKGROUND:

During the 2022 certification review, FHWA and FTA found that the metropolitan planning process conducted in the SCAG region meets federal requirements with one corrective action, which directed SCAG to review Caltrans' CMAQ and STBG administrative policies, update SCAG policies and procedures if warranted, and develop a process to ensure administration of CMAQ and STBG programs in compliance with Federal program guidelines and regulations. SCAG staff subsequently initiated actions to ensure compliance with Federal program guidelines and regulation. The attached STBG/CMAQ Compliance Action Plan outlines the regional approach for addressing the corrective action. The specific issues the SCAG compliance plan addresses are:

- Replacing the current federal transportation funding suballocations by population or mode to cities and counties with a performance-based approach.
- Modifying the eligibility screening conducted for compliance with Federal program guidance and regulations.
- Modifying the project selection process so federally funded transportation projects are selected by SCAG as the designated Metropolitan Planning Organization (MPO).

SCAG staff is currently developing the STBG/CMAQ Program Guidelines for SCAG Regional Council adoption by June 30, 2023. The guidelines will detail the selection of STBG and CMAQ projects consistent with the corrective action. The new project selection process will be fully implemented for the 2025 Federal Transportation Improvement Program (FTIP). Any amendments after June 30, 2023, for all new and currently programmed CMAQ and STBG projects programmed in the 2023 FTIP will require SCAG review, selection, and/or approval, consistent with the corrective action.

FISCAL IMPACT:

Work associated with this item is included in the Fiscal Year 2021-2022 and 2022-2023 Overall Work Program (WBS No. 23-010.0170.01: RTP Amendments, Management, and Coordination and WBS No. 23-030.0146.02: Federal Transportation Improvement Program).

ATTACHMENT(S):

1. PowerPoint Presentation - STBG/CMAQ Compliance Action Plan for SCAG Region
2. STBG-CMAQ Compliance Action Plan for SCAG Region



SCAG Region STBG/CMAQ Compliance Action Plan

Executive Administration Committee
February 1, 2023

WWW.SCAG.CA.GOV

Compliance Action Plan

Key Compliance Issues Raised by FHWA/FTA

- STBG funds cannot be suballocated through a percentage or formula
 - *Suballocations by population or mode to cities and counties cannot occur*
- CMAQ and STBG project selection cannot be delegated
 - *SCAG as the MPO must conduct the project selection process*
- Projects funded with federal funds must be approved by the MPO

What is the Compliance Action Plan?

- High-level framework for how the region plans to address the federal corrective action
 - SCAG will develop and adopt program guidelines for the selection of STBG and CMAQ projects
 - New project selection process will be fully implemented for the 2025 FTIP
 - Any amendments after June 30, 2023, for all new and currently programmed CMAQ and STBG projects programmed in the 2023 FTIP will require SCAG review, selection, and/or approval

Compliance Approach

SCAG and County Transportation Commission (CTC) Roles

- SCAG initiates regionwide call for nominations
- CTCs assist with local outreach and initial nomination screening process, using processes reviewed by SCAG for consistency with guidelines
- County nomination targets guide CTCs in amount of funding requests that they submit to SCAG for project selection
- SCAG selects projects based on initial screening & prioritization by CTCs and additional regional project evaluations

Outreach Requirements and Guidance

- Engage potential sponsors and interested stakeholders throughout the local engagement process
- If applicable, CTCs are encouraged to leverage recent, relevant engagement efforts to supplement any existing dedicated call for projects outreach

Nomination Targets

- STBG performance-based targets using key data
 - County share of Connect SoCal 2020 modeled benefits in 2045
 - Reduction in daily vehicle miles traveled (VMT)
 - Reduction in vehicle hours traveled (VHT)
 - Reduction in daily delay
 - County share of non-Interstate National Highway System pavement in good and fair condition
- CMAQ retains weighting by ozone and CO severity attainment status approach for target setting
- Nomination targets guide CTC submittals, but are not guaranteed funding levels nor nomination ceilings

Nomination Targets

County	STBG Target %	CMAQ Target %
Imperial	1.2%	0.6%
Los Angeles	53.3%	54.8%
Orange	17.1%	17.3%
Riverside	11.8%	12.7%
San Bernardino	12.2%	11.3%
Ventura	4.3%	3.3%

What's Next?

- Following RC approval, CAP will be officially submitted to Caltrans and FHWA/FTA to demonstrate that our region is making progress in address the corrective action
- Continue to develop more detailed STBG/CMAQ program guidelines with partner agencies (CTCs, Caltrans, etc.)
- Seek RC approval of program guidelines



THANK YOU!

**Southern California Association of Governments
STBG/CMAQ Compliance Action Plan**

Background

In April 2021, the Federal Highway Administration (FHWA) and Federal Transit Association (FTA) issued a corrective action to the California Department of Transportation (Caltrans) on the administration of the Surface Transportation Block Grant (STBG) and Congestions Mitigation and Air Quality (CMAQ) Improvement Programs. The findings require Caltrans to ensure sub-recipients of STBG and CMAQ funds throughout the state are administering these programs in compliance with federal program guidance and regulations. Subsequently in August 2022, FHWA and FTA jointly issued a corrective action to the Southern California Association of Governments (SCAG), requiring review of Caltrans’ CMAQ and STBG administrative policies and development of a process that ensures compliance with federal program guidelines and regulations for the administration of the STBG and CMAQ programs.

SCAG Compliance Plan

SCAG will develop and adopt program guidelines for the selection of STBG and CMAQ projects consistent with the corrective action. This new project selection process will be fully implemented for the 2025 Federal Transportation Improvement Program (FTIP). Any amendments after June 30, 2023, for all new and currently programmed¹ CMAQ and STBG projects programmed in the 2023 FTIP will require SCAG review, selection, and/or approval. The specific issues the SCAG compliance plan addresses are:

- Replacing the current federal transportation funding suballocations by population or mode to cities and counties with a performance-based approach.
- Modifying the eligibility screening conducted for compliance with Federal program guidance and regulations.
- Modifying the project selection process so federally funded transportation projects are selected by SCAG as the MPO.

Performance Based Targets

SCAG is developing a project selection process for federally (e.g., STBG, CMAQ) funded projects that builds and improves on our performance-based planning and programming processes. SCAG staff aims to improve connectivity to our Regional Transportation Plan/Sustainable Community Strategy (Connect SoCal) and clarify how STBG/CMAQ projects in our region help to meet performance target goals.

¹ The Compliance Action Plan will be effective as of June 30, 2023. Projects phases (ENG, ROW, CON) programmed in the first four years of the 2023 FTIP prior to June 30, 2023, will be carried over to the 2025 FTIP. New projects or new phases to be programmed with STBG/CMAQ after June 30, 2023, will be subject to the SCAG selection process. Any increases in STBG/CMAQ funding to an existing programmed phase after June 30, 2023, will need to be reviewed by SCAG to ensure funding is available. These changes will be reflected in the 2025 FTIP and 2025 FTIP Guidelines.

For STBG, our approach is to use the performance output from the uniformly weighted combination of regional travel demand model output and pavement conditions for developing performance-based targets. Specifically, the performance-based target for STBG funds is based on:

- County share of Connect SoCal 2020 modeled benefits in 2045:
 - Reduction in daily vehicle miles traveled (VMT),
 - Reduction in vehicle hours traveled (VHT), and
 - Reduction in daily delay.
- County share of non-Interstate National Highway System pavement in good and fair condition.

For CMAQ, targets will be based on ozone (O3) and carbon monoxide (CO) weighted attainment status.

Nomination Targets

County	CMAQ Target Percentage	STBG Target Percentage
Imperial	0.6%	1.2%
Los Angeles	54.8%	53.3%
Orange	17.3%	17.1%
Riverside	12.7%	11.8%
San Bernardino	11.3%	12.2%
Ventura	3.3%	4.3%

These performance-based nomination targets will only guide the nomination submittals from each county within the SCAG region. The targets do not represent a guaranteed funding level, nor a nomination ceiling.

Project Evaluation and Selection

SCAG’s programming framework for STBG/CMAQ funds will be modified to address the project evaluation and selection process. This includes the specific project selection criteria. For CMAQ, the project evaluation procedures will comply with the latest federal guidance, including emission reduction benefits and cost effectiveness.

SCAG will initiate a regional call for nominations. The six County Transportation Commissions (CTCs) in the SCAG region will assist in the process by providing initial project screening against the SCAG developed selection criteria. SCAG staff will evaluate all nominations against program criteria and recommend a list of projects for final SCAG Regional Council approval of the selected projects.

Tentative Schedule

The tentative schedule for implementation of the Compliance Action Plan is below.

TENTATIVE DATE	ACTIVITY
November 2022 – January 2023	Submit draft Compliance Action Plan to Caltrans for review Finalize Compliance Action Plan and initiate STBG/CMAQ Program Guidelines
January 2023	SCAG initiates 2025 FTIP Guidelines update CTCs, in coordination with SCAG, develop local nomination engagement process
February 2023	SCAG Regional Council (RC) approval of Compliance Action Plan Submit Compliance Action Plan to Caltrans/FHWA/FTA for approval
February 2023 – April 2023	Develop and approve MOUs with CTCs
March 2023	SCAG completes draft STBG/CMAQ Program Guidelines Caltrans reviews STBG/CMAQ Program Guidelines
April 2023	SCAG RC approval of STBG/CMAQ Program Guidelines
May 2023 – January 2024	CTCs conduct countywide outreach and engagement to develop county-level prioritized nomination lists
June 2023	CTCs review draft 2025 FTIP Guidelines
July 2023	Compliance Action Plan effective SCAG releases Regional Call
October 2023	SCAG RC approval of 2025 FTIP Guidelines
October 2023 – January 2024	Programming of projects into 2025 FTIP
January 2024	County-level TIP submittals due from CTCs CTCs submit prioritized nomination lists for inclusion into the 2025 FTIP and 2023 FTIP Amendments
January – June 2024	SCAG analysis of 2025 FTIP projects and develop Draft 2025 FTIP
February 2024 – April 2024	SCAG staff conducts regional evaluation and prioritization SCAG staff complete emissions benefits calculations, evaluate nominations SCAG STBG/CMAQ project selection
May 2024	SCAG RC approval of STBG/CMAQ Project Selection
July – August 2024	Draft 2025 FTIP Public Review Period AB 1246 Consultation Process Meeting(s)
September 2024	SCAG RC approval of 2025 FTIP
October – December 2024	Caltrans and Federal approval of 2025 FTIP



MINUTES OF THE MEETING
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
WEDNESDAY, JANUARY 4

THE FOLLOWING MINUTES IS A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE (EAC). AN AUDIO RECORDING OF THE ACTUAL MEETING IS AVAILABLE AT: <http://scag.igm2.com/Citizens/>.

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

Members Present

Hon. Jan Harnik, President		RCTC
Hon. Art Brown, 2nd Vice President	Buena Park	District 21
Hon. Clint Lorimore, Imm. Past President	Eastvale	District 4
Hon. Frank Yokoyama, Chair, CEHD	<i>Cerritos</i>	District 23
Hon. David J. Shapiro, Vice Chair, CEHD	<i>Calabasas</i>	District 44
Hon. Deborah Robertson, Chair, EEC	<i>Rialto</i>	District 8
Hon. Luis Plancarte, Vice Chair, EEC		Imperial County
Hon. Ray Marquez, Chair, TC	<i>Chino Hills</i>	District 10
Hon. Tim Sandoval, Vice Chair, TC	<i>Pomona</i>	District 38
Hon. Patricia Lock Dawson, Vice Chair, LCMC	Riverside	District 68
Hon. Margaret Finlay, President’s Appt.	Duarte	District 35
Hon. Kathleen Kelly, President’s Appt.	<i>Palm Desert</i>	District 2
Hon. Larry McCallon, President’s Appt.	<i>Highland</i>	District 7
Hon. Andrew Masiel, Sr.	<i>Pechanga Dev. Corp.</i>	TGRP Representative
Hon. Lucy Dunn		Business Representative

Members Not Present

Hon. Jose Luis Solache, Chair, LCMC	Lynwood	District 26
Hon. Nithya Raman, President’s Appt.	<i>Los Angeles</i>	District 51



Staff Present

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Honorable Jan Harnik called the meeting to order at 3:01 p.m. President Harnik asked Regional Council Member Luis Plancarte, Imperial County, to lead the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

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

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

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

REVIEW AND PRIORITIZE AGENDA ITEMS

There was no prioritization of agenda items.

ACTION ITEM

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

There were no public comments on this item.

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

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

Motion was SECONDED (Finlay) and passed by the following votes:

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

NOES: None (0)

ABSTAIN: None (0)

CONSENT CALENDAR

There were no public comments on the Consent Calendar.

Approval Items

2. Minutes of the Meeting – November 30, 2022
3. Contracts \$500,000 or Greater: Contract No. 23-016-C01, Strategic Media Relations Services
4. SCAG Memberships and Sponsorships
5. 2023 Legislative Platform Update

Receive and File

6. REAP 1.0 Biannual Program Update

- 7. Purchase Orders, Contract and Amendments below Regional Council Approval Threshold
- 8. CFO Monthly Report

A MOTION was made (Finlay) to approve Consent Calendar, Items 2 through 5; Receive and File Items 6 through 8. Motion was SECONDED (Plancarte) and passed by the following votes:

AYES: Finlay, Hagman, Harnik, Kelly, Lock Dawson, Lorimore, Marquez, Masiel, McCallon, Plancarte, Robertson, Sandoval, Shapiro, and Yokoyama (14)

NOES: None (0)

ABSTAIN: None (0)

INFORMATION ITEMS

- 9. Status Report on SCAG's Racial Equity Early Action Plan

There were no public comments on this item.

Kome Ajise, Executive Director, provided a report on SCAG’s Racial Equity Early Action Plan with a brief recap of major milestones. He reminded the EAC that in July 2020, the Regional Council approved a resolution recognizing systemic racism as a human rights and public health crisis and that the Regional Council made a commitment to advance equity and justice in our region. He indicated that through the resolution the Regional Council created a Social Justice Subcommittee and eventually developed and adopted the Racial Equity Early Action Plan in 2021. He highlighted four goals within the plan which are listed in the staff report as follows: 1) Shift Organizational Culture to focus our internal work and practices on inclusion, diversity equity and awareness (IDEA); 2) Centering Racial Equity in Regional Policy and Planning to bring equity into SCAG’s regional planning functions; 3) Encourage Racial Equity in Local Planning Practices to promote racial equity in efforts involving local elected officials and planning professionals; and 4) Activate and Amplify to communicate broadly SCAG’s commitment to racial equity and join others in different fields and sectors to amplify impact. He indicated that the Plan actions speaks to the organizational changes they are making and the funding, technical assistance and convenings they are facilitating across the region to support this work. He noted that the next steps were for a White Paper to be shared with the subcommittee in January and would focus on key recommendations and policy areas that are actionable and implementable. He indicated that their work would be coming forward at the March Joint Policy Committee meeting and April Regional Council meeting for Policy Committee and RC consideration.

Regional Council Member Deborah Robertson, Rialto, District 8, asked if they were only looking at racial equity or if they should also include other elements like age. She indicated that she would be raising this issue at their subcommittee. President Harnik acknowledged her comments.

10. 2022-2023 Executive Administration Committee Strategic Work Plan

There were no public comments on this item.

Executive Director Ajise expressed that the start of a new year provides an opportunity to look back at accomplishments and revisit and refocus our priorities. He explained that the 2022-2023 EAC Strategic Work Plan was based on the Priority Areas and is one of the main documents used to guide their work over the last year under President Harnik's leadership. He noted that it was updated and refreshed during the EAC retreat last summer to identify new opportunities for policy leadership in the upcoming year. He further noted that the staff report included a comprehensive update on progress made toward implementing the 2022-2023 Objectives approved by the EAC and RC and also includes updated outlooks.

Sarah Jepson, Chief Planning Officer, provided a progress report on the 2022-2023 EAC Strategic Work Plan and accomplishments to date. She reminded the EAC members that the strategic plan was developed around four main priority areas which were: 1) Regional Policy Development; 2) Leadership in Resource Deployment; 3) Legislative Action; and 4) Technology/Innovation Leadership. She addressed each priority area and highlighted a few of the key objectives within each priority and the work progress on them. Additionally, the staff report and the attachments provide additional information on the progress made toward implementing the 2022-2023 objectives and includes updated high-level outlooks for each committee. Furthermore, the outlooks reflect work completed by each committee to-date and items scheduled for deliberation through the end of the fiscal year.

The EAC members engaged in discussions about finding better ways to share or communicate some of this information with stakeholders, such as providing a brief summary to city managers in the region on a quarterly or semi-annual basis to get them more engaged. There was also discussion on doing tours in the region or water related tours to allow for more Regional Council participation at these tours. It was also suggested perhaps doing more zoom presentations similar to what former President Richardson did to allow more participation by members.

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

There were no public comments on the following administrative items.

CFO REPORT

Chief Financial Officer Cindy Giraldo reported that notices to agencies who have not yet paid their dues would be going out in January. She noted that currently, 82% of dues had been collected, and hoped would be 100% collected within the next couple of months. She also reported that HCD had approved the REAP 2.0 advance funds application totaling \$8.6 million, and the full application for \$237.4 million had been submitted with confirmation of receipt from HCD received on December 30.

PRESIDENT'S REPORT

President Harnik reported that they had officially reopened their meetings to the public. She reminded members that the next meeting of the EAC was scheduled for Wednesday, February 1, 2023 at 3 p.m. and wished everyone happy holidays. Lastly, she reported that the next meeting of the Joint Policy Committees was scheduled for March 2 from 9:30 to 11:30 a.m. and that discussion would be focused on the work of the Connect SoCal Subcommittees and their recommendations.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Ajise provided an update on the Regional Early Action Planning (REAP 1.0) program which was Item 6 under the Consent Calendar. He explained that under the California 2019-20 Budget Act, SCAG was awarded \$47 million in REAP 1.0 funds. He stated it was a one-time funding program for planning to allow our subregional and member agencies to be able to collaborate and develop projects that advance housing production and allow us to meet our regional housing goals under the 6th cycle RHNA. He noted they had an extension granted until 2024 to complete programs and spending. He also highlighted the Housing Policy Leadership Academy program which concluded last November and had about 200 participants. As part of the program, participants created policy proposals to address the housing crisis locally. Many participants indicated they would try to further these proposals outside of the program. He also reported that they held their fourth Housing Forum in partnership with SANDAG and would partner with them again for a fifth forum in 2023. He noted that many of our subregional partners used REAP funding to augment housing element work and successfully reach compliance. Additionally, the Cities of Covina and Yucaipa voted on a resolution of intent to establish an Enhanced Infrastructure Financing District, an example of jurisdictions exploring new ways to fund important housing infrastructure. He also provided an update on the draft Regional Advance Mitigation Policy Framework which was unanimously accepted by the RAMP-ATG during its last meeting on November 16. He informed the EAC that this item was on the agenda for action at SCAG's Energy and Environment Committee and would go to the Regional Council the following month. He noted that as the RAMP policy framework was finalized, they would revisit efforts to develop a tool to

help stakeholders make early and informed decisions about infrastructure, growth and conservation, and mitigate the environmental impacts of Connect SoCal. Lastly, he also reported that they had seen some transition on the Board and had new Regional Council members. He noted that they attended Past Regional Council President Cheryl Viegas-Walker’s final city council meeting in El Centro, outgoing Regional Council member Peggy Huang’s final city council meeting in Yorba Linda and attended the inauguration for Los Angeles city councilmembers and Mayor Rex Richardson in Long Beach.

FUTURE AGENDA ITEMS

Regional Council Member Robertson suggested a discussion on affordable housing for senior citizens. Executive Director Ajise stated they had been studying this issue. Chief Planning Officer Jepson stated that they should have some findings coming out soon and will report back to CEHD.

ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

There being no further business, President Harnik adjourned the Meeting of the Executive Administration Committee at 4:06 p.m.

[MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE EAC]

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Executive / Administration Committee Attendance Report

MEMBERS	CITY	Representing	2022-23													Total M Attend To Dat			
			JUN	30-Jun	1-Jul	JULY	AUG	15-Aug	31-Aug	OCT	NOV	30-Nov	JAN	FEB	MAR		APR	MAY	
Hon. Jan Harnik, Chair, President, Chair		RCTC	1	1	1	1	1	1	1	1	1	1	1					11	
Hon. Art Brown, 1st Vice Chair	Buena Park	District 21	1	0	0	1	1	1	1	1	1	1	1					9	
Hon. Curt Hagman		San Bernardino County											1	1	1			3	
Hon. Clint Lorimore, Imm. Past President	Eastvale	District 4	1	0	1	1	1	0	1	1	1	1	1					9	
Hon. Frank Yokoyama, Chair, CEHD	Cerritos	District 23	1	1	1	1	1	1	1	1	1	1	1					11	
Hon. David J. Shapiro, Vice Chair, CEHD	Cerritos	District 44	1	1	1	1	1	1	1	1	1	1	1					11	
Hon. Deborah Roberston, Chair, EEC	Rialto	District 8	0	1	1	1	1	1	1	1	1	1	1					10	
Hon. Luis Plancarte, Vice Chair, EEC		Imperial County	1	1	1	1	1	1	1	1	1	1	1					11	
Hon. Ray Marquez, Chair, TC	Chino Hills	District 10	1	1	1	1	0	1	1	1	1	1	1					10	
Hon. Tim Sandoval, Vice Chair, TC	Pomona	District 38	0	1	0	0	0	0	0	0	0	0	1					2	
Hon. Jose Luis Solache, Chair, LCMC	Lynwood	District 26	1	1	0	0	0	1	0	1	0	1	0					5	
Hon. Patricia Lock Dawson, Vice Chair, LCMC	Riverside	District 68												1				1	
Hon. Margaret Finlay, President's Appt.	Duarte	District 35	1	1	1	1	1	1	1	0	1	0	1					9	
Hon. Kathleen Kelly, President's Appt.	Palm Desert	District 2	1	1	1	1	1	1	1	1	1	1	1					11	
Hon. Larry McCallon, President's Appt.	Highland	District 7	1	1	1	1	1	1	1	1	1	1	1					11	
Hon. Nithya Ramen, President's Appt.	Los Angeles	District 51	1	1	1	1	1	0	1	0	1	0	0					7	
Hon. Andrew Masiel, Sr.	Pechanga Dev. Corporation	Tribal Government Regional Planning Board	0	1	1	1	0	1	1	0	0	1	1					7	
Ms. Lucy Dunn, Ex-Officio Member	Lucy Dunn Strategic Issues Mar	Business Representative	1	1	1	1	1	1	1	1	0	0	1					9	
			13	14	13	14	12	13	14	12	13	13	16	0	0	0	0	0	1

Attachment: EAC Attendance Sheet 2022-23 (Minutes of the Meeting - January 4, 2023)



AGENDA ITEM 4
REPORT

Southern California Association of Governments
February 1, 2023

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

**EXECUTIVE DIRECTOR'S
APPROVAL**

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

Subject: Contract Amendment Greater Than 30% of the Contract's Original Value:
Contract No. 17-026-C1 Amendment 10, Professional Auditing Services

RECOMMENDED ACTION:

Approve Amendment 10 to contract 17-026-C1, with Eide Bailly, LLC, to provide additional professional auditing services, increasing the contract value \$30,000, from \$448,524 to \$478,524. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract amendment on behalf of SCAG.

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.

EXECUTIVE SUMMARY:

In April 2017, SCAG awarded contract 17-026-C1 to Eide Bailly, LLC (Formerly Vavrinek, Trine, Day and Company, LLP), to conduct audit services pursuant to the United States Office of Management and Budget (OMB), Title 2 United State Code of Federal Regulations Part 200 (2 CFR 200) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. The initial contract was to end June 30, 2020, but staff requested, and the Regional Council (RC) approved, an extension of the contract term for an additional two-years (i.e., through June 30, 2022) to maintain the continuity of services via contract Amendment 6. Staff subsequently recommended and the RC approved two (2) additional amendments (No. 8 and 9) due to new funding and programs, like Regional Early Action Planning (REAP) which required additional financial statement audit and single audit work. Due to the complexity and nature of the accounts to be audited and the departure of SCAG's Controller during the audit process, additional hours at higher levels of experience are required to close out the contract which ends March 31, 2023. Staff therefore recommends the RC to increase the compensation and additional \$30,000 to pay for additional auditing procedures needed to complete the FY 2021-22 Annual Comprehensive Financial Report (ACFR) and Single Audit Report.



This amendment when combined with a previous amendment also exceeds 30% of the contract's original value. Therefore, in accordance the SCAG Procurement Manual (dated January 2021) Section 9.3, it requires the RC's approval.

Staff recommends executing the following amendment greater than 30% of the contract's original value:

<u>Consultant/Contract #</u>	<u>Amendment's Purpose</u>	<u>Amendment Amount</u>
Eide Bailly, LLC	The consultant shall provide additional professional auditing services.	\$30,000

FISCAL IMPACT:

Funding of \$30,000 is available in the FY 2022-23 Indirect Cost budget in Project Number 810-0120.08.

ATTACHMENT(S):

Contract Summary 17-026-C1 Amendment No.10

ATTACHMENT(S):

1. Contract Summary 17-026-C1 Amendment No. 10
2. Contract Summary 17-026-C1 Amendment No. 10 COI

CONSULTANT CONTRACT 17-026-C1 AMENDMENT NO. 10

Recommended Consultant: Eide Bailly, LLC

Background & Scope of Work: In April 2017, SCAG awarded contract 17-026-C1 to Eide Bailly, LLC, to conduct audit services pursuant to the United States Office of Management and Budget (OMB), Title 2 United State Code of Federal Regulations Part 200 (2 CFR 200) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. The initial contract was to end June 30, 2020, but staff requested, and the Regional Council (RC) approved, an extension of the contract term for an additional two-years (i.e., through June 30, 2022) to maintain the continuity of services via contract Amendment 6. Due to new funding and programs, like Regional Early Action Planning (REAP), additional financial statement audit and single audit work was required and authorized by the RC under contract Amendment 8. Further, the RC authorized an additional increase to the contract via contract Amendment 9 to cover additional work needed during the FY 2021-22 audit. However, due to the complexity and nature of the accounts to be audited and the departure of SCAG’s Controller during the audit process, additional hours at higher levels of experience are required to close out the contract which ends March 31, 2023. Staff therefore recommends the RC to increase the compensation an additional \$30,000 to pay for additional auditing procedures needed to complete the FY 2021-22 financial audit.

This Amendment will increase the contract value from \$448,524 to \$478,524 (\$30,000).

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

- Providing Annual Comprehensive Financial Report (ACFR) and Single Audit Report auditor opinions;
- Increasing the public’s confidence in the financial statements released by SCAG;
- Increasing the ability to safeguard SCAG’s assets; and
- Providing assurance that SCAG’s control environment is adequate.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.

Amendment Amount	Amendment 10	\$30,000
	Amendment 9	\$83,500
	Amendment 8	\$10,000
	Amendment 7 (administrative - no change to contract’s value)	\$0
	Amendment 6	\$125,386
	Amendment 5(administrative - no change to contract’s value)	\$0
	Amendment 4	\$20,000
	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>\$209,638</u>
	Total contract value is not to exceed	\$478,524

Attachment: Contract Summary 17-026-C1 Amendment No. 10 (Contract Amendment Greater Than 30% of the Contract’s Original Valuer:

This amendment when combined with a previous amendment also exceeds 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual (dated January 2021) Section 9.3, it requires the Regional Council's approval.

Contract Period: April 10, 2017 through March 31, 2023

Project Number: 810-0120.08 \$30,000
Funding of \$30,000 is available in the FY 2022-23 Indirect Cost budget in Project Number 810-0120.08.

Basis for the Amendment: The consultant is in the final year of its contract with SCAG which will take the contract through March 31, 2023. As previously stated, Due to the complexity and nature of the final accounts to be audited, additional hours at higher levels of experience are required to close out the contract. Staff therefore recommends the RC to increase the compensation and additional \$30,000 to pay for additional auditing procedures needed to complete the FY 2021-22 financial audit.

**Conflict Of Interest (COI) Form - Attachment
For February 2, 2023 the Regional Council Approval**

Approve Amendment 10 to contract 17-026-C1, with Eide Bailly, LLC, to provide additional professional auditing services, increasing the contract value \$30,000, from \$448,524 to \$478,524. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract amendment on behalf of SCAG.

The consultant team for this contract includes:

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

SCAG CONFLICT OF INTEREST FORM

RFP No./Contract No. 17-026-C1
Amendment 10

SECTION I: INSTRUCTIONS

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

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

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

Name of Firm: Eide Bailly LLP
Name of Preparer: Roger Alfaro
Project Title: Financial Statement Audit Services
Date Submitted: 01/24/2023

SECTION II: QUESTIONS

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

YES NO

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

Name	Nature of Financial Interest
_____	_____
_____	_____
_____	_____

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

YES NO

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

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

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

YES NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

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

YES NO

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

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

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

YES NO

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

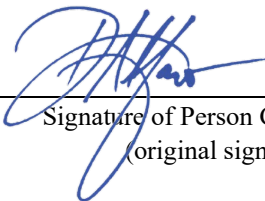
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

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

DECLARATION

I, (printed full name) Roger Alfaro, hereby declare that I am the (position or title) Partner of (firm name) Eide Bailly LLP, 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 01/24/2023 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.



 _____ 01/24/2023 _____
 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.



AGENDA ITEM 5
REPORT

Southern California Association of Governments
February 1, 2023

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

**EXECUTIVE DIRECTOR'S
APPROVAL**

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

Subject: Contracts \$500,000 or Greater: Contact No. 23-003-C01 and 23-003-C02,
Videography Services

RECOMMENDED ACTION:

Approve Contract No. 23-003-C01, in an amount not to exceed \$556,145, with Friendly Filmworks; and approve Contract No. 23-003-C02, in an amount not to exceed \$621,991, with Bubba's LA (\$1,178,136 collectively – subject to final negotiation), to provide videography services. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract on behalf of SCAG.

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal

EXECUTIVE SUMMARY:

This contract expands SCAG's video capabilities to help the agency be more relevant in the digital age, more simply communicate technical content for greater accessibility and broaden the reach of information on important regional topics and issues. Further, it allows the agency to use video as part of its communication toolbox to support various other agency priorities.

BACKGROUND:

Staff recommends executing the following contract \$500,000 or greater:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Friendly Filmworks (23-003-C01) and Bubba's LA (23-003-C02)	The consultants will provide videography services to SCAG	\$556,145 And \$621,991 (\$1,178,136 collectively)



FISCAL IMPACT:

Funding of \$435,000 is available in the FY 2022-23 Overall Work Program (OWP) Budget in Project Number 090-0148.01, and the remaining balance is expected to be available in the FY 2023-24 and FY 2024-25 OWP budget in Project Number 090-0148.01, subject to budget availability.

ATTACHMENT(S):

1. Contract Summary 23-003-C01 and C02
2. Contract Summary 23-003-C01 and C02 COI

CONSULTANT CONTRACT NO. 23-003-C01 AND 23-003-C02

Recommended Consultant:

Friendly Filmworks and Bubba’s LA

Background & Scope of Work:

SCAG produces video content as part of its work to engage communities on specific planning endeavors, showcase resources and convene local jurisdictions, and to inform stakeholders about SCAG’s role in the regional planning process. In addition, this contract provides expanded video capacity to support the agency in other areas, such as providing more engaging instructions for resource tools and supporting efforts to attract and retain talent.

This contract expands SCAG’s video capabilities to help the agency be more relevant in the digital age, more simply communicate technical content for greater accessibility and broaden the reach of information on important regional topics and issues. Further, it allows the agency to use video as part of its communication toolbox to support various other agency priorities.

Project’s Benefits & Key Deliverables:

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

- An Annual Accomplishments Video. This video is presented at SCAG’s Regional Conference & General Assembly, and it will be produced each year of this contract;
- Sustainability Awards videos, which showcase nominees for these awards and help to educate local jurisdictions, the public and the non-profit and private sectors about the benefits of mixed use, transit-oriented development and comprehensive planning throughout the region. Similar to the annual accomplishments video, the Sustainability Awards Videos are part of the regular Regional Conference & General Assembly programming and are an annual deliverable for each year of the contract;
- Connect SoCal Animation Videos, which will support public engagement and public information necessary for the development of the 2024 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), including outlining the purpose of the plan and the process to develop it, summarizing the plan development process and input received, and outlining the content of the draft plan. This task is a one-time production under this contract;
- Testimonial Videos, which will help SCAG to uplift the stories of people who engage and collaborate with the agency. These videos are expected to be part of Connect SoCal public engagement efforts, local jurisdiction training and collaboration programs, hiring promotions and more, and will be an ongoing task throughout the life of this contract; and
- Ad Hoc Videos. This task will allow SCAG to produce different types of video work to support various agency during the length of this contract. Types of videos in this category may include: paid ad units, organic social media content, presentation videos for public workshops and other public meetings, and website content. Subject matter of these videos will be dependent on tactical plans for individual communication efforts and are likely to include: summaries of technical documents; educational overviews of processes for developing individual programs or projects; instructional videos for tools, application processes or similar; teasers for SCAG events, trainings or other convenings; and content to support hiring activities, including positioning SCAG as an employer of choice.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 6: Deploy strategic communications to further agency priorities and foster public understanding of long-range regional planning.

Contract Amount:	Total not to exceed	\$1,178,136
	Friendly Filmworks (prime consultant)	\$556,145
	Bubba’s LA (prime consultant)	\$621,991

Contract Period: Notice to Proceed through January 31, 2026

Project Number(s): 090-0148.01 \$435,000
 Funding source(s): Consolidated Planning Grant (CPG) – Federal Transit Administration (FTA) and Transportation Development Act (TDA)

Funding of \$435,000 is available in the FY 2022-2023 Overall Work Program (OWP) Budget in Project Number 090-0148.01, and the remaining balance is expected to be available in the FY 2023-2024 and FY 2024-2025 OWP Budget in Project Number 090-0148.01, subject to budget availability.

Request for Proposal (RFP): SCAG staff notified 1,062 firms of the release of RFP 23-003 via SCAG’s Solicitation Management System. A total of 50 firms downloaded the RFP. SCAG received twelve (12) proposals in response to the solicitation. Of the twelve (12) proposals received, staff deemed following eight (8) proposals responsive to the solicitation.

Friendly Filmworks (no subconsultants)	\$806,435
Bubba’s LA (2 subconsultants)	\$1,295,181
Clockworks Media LLC (no subconsultants)	\$294,588
North Star Alliances LLC (no subconsultants)	\$735,155
Del Richardson & Associates (no subconsultants)	\$778,094
WorldWise Production (no subconsultants)	\$819,775
Peacock Sinning Public Relations (4 subconsultants)	\$828,804
Blu Fable LLC (1 subconsultant)	\$862,942

Staff deemed the following four (4) proposals non-responsive because each firm did not meet the Disadvantaged Business Enterprise (DBE) goal required by Caltrans.

- Cone Graphix LLC
- Revolutionize Hollywood
- TV Pro Gear
- TBJ Productions

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 determined that information and link to samples of videos online provided adequate material to decide on the highest ranked firms and that an interview was not necessary. The PRC determined that SCAG could capitalize on the extensive experience and qualifications of the two (2) firms that submitted proposals and obtain a better work product by splitting the contract award between

the two (2) firms. Accordingly, the PRC split the contact award between Friendly Filmworks and Bubba's LA.

The PRC consisted of the following individuals:

Ana Vallianatos, Manager of Media and Public Affairs, SCAG
Margaret de Larios, Public Affairs Specialist IV, SCAG
Diana Chamberlain, Sr. Graphic Designer, SCAG
Jennifer M Martinez, Operations Technician II, SCAG

Basis for Selection:

As previously stated, the PRC determined that SCAG could capitalize on the extensive experience and qualifications of the two (2) highest ranked firms, Friendly Filmworks and Bubba's LA and obtain a better work product by splitting the contract award between these two (2) firms. Accordingly, the PRC recommends awarding the contract which consists of five (5) Tasks between the two (2) firms because it is in SCAG's best interest to do so.

The PRC determined that Friendly Filmworks' experience and qualifications were best suited for Task 1 (Annual Accomplishments Video), Task 4 (Testimonial Videos) and Task 5 (Ad Hoc Videos); and that Bubba's LA's experience and qualifications were best suited for Task 2 (Sustainability Awards Videos) and Task 3 (Connect SoCal Animation Videos).

The evaluation criteria for this RFP gave the most significant weight to quality of the sample videos. Both selected consultants provided diverse samples that amply demonstrated high quality, high production value, and significant expertise working with public agencies and similar subject matter.

While neither of these firms were the lowest price proposer, they were rated the highest because of the quality and fit of work demonstrated in their samples, understanding of the work demonstrated in their proposals and the qualifications of the teams included in their proposals.

**Conflict of Interest (COI) Form - Attachment
For February 2, 2023 Regional Council Approval**

Approve Contract No. 23-003-C01, in an amount not to exceed \$556,145, with Friendly Filmworks; and approve Contract No. 23-003-C02, in an amount not to exceed \$621,991, with Bubba’s LA (\$1,178,136 collectively – subject to final negotiation), to provide videography services. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract on behalf of SCAG.

The consultant team for this contract includes:

Consultant Name	Did the consultant disclose a conflict in the Conflict of Interest Form they submitted with its original proposal (Yes or No)?
Friendly Filmworks (prime consultant)	No - form attached
Bubba’s LA (prime consultant)	No - form attached
Sanchez Media (subconsultant)	No - form attached
Fine Point Consulting(subconsultant)	No - form attached

SCAG CONFLICT OF INTEREST FORM

RFP No. 23-003

RFP No./Contract No. 23-003

SECTION I: INSTRUCTIONS

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

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

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

Name of Firm: Friendly Filmworks

Name of Preparer: Ara Jason Soudjian

Project Title: SCAG Video Production Services

RFP Number: 23-003 Date Submitted: 12/15/2022

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:

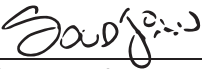
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Ara Jason Soudjian, hereby declare that I am the (position or title) Owner of (firm name) Friendly Filmworks, 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 12/15/2022 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.


 _____ 12/15/2022
 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./Contract No. 23-003

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: Bubba's LA
Name of Preparer: Ian Nelson
Project Title: Videography Services
Date Submitted: December 14, 2022

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:

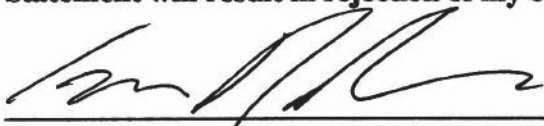
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Ian Nelson, hereby declare that I am the (position or title) Owner/Executive Producer of (firm name) Bubba's LA, 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 December 10 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)

December 10, 2022

 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./Contract No. 23.003

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: SANCHEZ MEDIA LLC

Name of Preparer: ALAN SANCHEZ

Project Title: VIDEOGRAPHY SERVICES 23-003

Date Submitted: 12/14/2022

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:

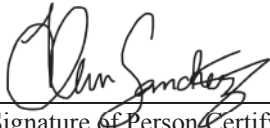
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) ALAN SANCHEZ, hereby declare that I am the (position or title) _____ of (firm name) SANCHEZ 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 12/14/2022 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)

12/14/2022

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. 23-003

RFP No./Contract No. 23-003

SECTION I: INSTRUCTIONS

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

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

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

Name of Firm: Fine Point Consulting
Name of Preparer: Terry Selucky
Project Title: Founder/President
RFP Number: 23-003 Date Submitted: 12/14/22

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) Terry Selucky, hereby declare that I am the (position or title) Founder/President of (firm name) Fine Point 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 12/14/22 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)	_____ 12/14/22 Date
--	---------------------------

NOTICE

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



AGENDA ITEM 6
REPORT

Southern California Association of Governments
February 1, 2023

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

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

Subject: Contracts \$500,000 or Greater: Contract No. 23-018-C01, SCAG's
Analytical Platform

**EXECUTIVE DIRECTOR'S
APPROVAL**

RECOMMENDED ACTION:

Approve Contract No. 23-018-C01 in an amount not-to-exceed \$4,976,548, with StreetLight Data, Inc. (subject to final negotiation), to assist with creating SCAG's Analytic Platform. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract on behalf of SCAG.

STRATEGIC PLAN:

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

EXECUTIVE SUMMARY:

Consistent with the requirements of the Regional Early Action Planning Grants of 2021 (REAP 2.0) Program that funds this project, the consultant shall assist SCAG in customizing and providing cloud-based analytic platform services that leverage existing big data resources including, but not limited to, geographic data from location-based services of mobile devices or smartphones that provide insights into the historical and current travel behavior patterns of residents. The consultant shall provide access to the platform and a perpetual license to the aggregated data for the contract period FY2022-FY2026 (through June 30, 2026), online training, and ongoing technical support and maintenance.

BACKGROUND:

Staff recommends executing the following contract \$500,000 or greater:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
StreetLight Data Inc. (23-018-C01)	Consultant shall provide access to a platform and licenses to an unlimited	\$4,976,548

number of users at governmental agencies and public universities as designated by SCAG; as well as data and key metrics for use in planning and evaluating transportation projects that will be available to partners in the region.

FISCAL IMPACT:

SCAG will use available fund balances to fund and commence this contract activities up to \$1,250,000 and the funding will be included and reconciled in a future amendment to the FY 2022-23 Overall Work Program (OWP). The remaining funding is expected to be available in the FY 2023-24 OWP Budget, subject to the California Department of Housing and Community Development (HCD) approval for the REAP 2.0 full application funding.

ATTACHMENT(S):

1. Contract Summary 23-018-C01
2. Contract Summary 23-018-C01 COI

CONSULTANT CONTRACT NO. 23-018-C01

Recommended Consultant: StreetLight Data, Inc.

Background & Scope of Work: Consistent with the requirements of the Regional Early Action Planning Grants of 2021 (REAP 2.0) Program that funds this project, the consultant shall assist SCAG in customizing and providing cloud-based analytic platform services that leverage existing big data resources including, but not limited to, geographic data from location-based services of mobile devices or smartphones that provide insight into the historical and current travel behavior patterns of residents. The consultant shall provide access to the platform and a perpetual license to the aggregated data for the contract period FY2022-FY2026 (through June 30, 2026), online training, ongoing technical support and maintenance.

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

- Access to platform and license to an unlimited number of users at governmental agencies and public universities.
- Data and key metrics for use in planning and evaluating transportation projects.
- Capability to integrate local input data into the analysis and calibration processes.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.

Contract Amount:	Total not to exceed	\$4,976,548
	StreetLight Data, Inc. (prime consultant)	\$3,544,859
	TomTom (subconsultant)	\$455,164
	GeoTab Fleet Data (subconsultant)	\$450,000
	Wejo Safety Data (subconsultant)	\$526,525

Contract Period: Notice to Proceed through June 30, 2026

Project Number(s): Funding source: Regional Early Action Planning Grants of 2021 (REAP 2.0)

SCAG will use available fund balances to fund and commence this contract activities in the amount of \$1,250,000 and the funding will be later included and reconciled in a future amendment of the FY 2022-23 Overall Work Program (OWP). The remaining funding is expected to be available in the FY 2023-24 OWP Budget, subject to the California Department of Housing and Community Development (HCD) approval for the REAP 2.0 full application funding.

Request for Proposal (RFP): SCAG staff notified 4,586 firms of the release of RFP 23-018-C01 via SCAG’s Solicitation Management System website. A total of 36 firms downloaded the RFP. SCAG received the following three (3) proposals in response to the solicitation:

StreetLight Data, Inc. \$4,976,548

Cambridge Systematics, Inc. (0 subconsultants)	\$4,318,636
Replica, Inc. (3 subconsultants)	\$6,000,000

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 conducted interviews for the two (2) highest ranked proposals.

The PRC consisted of the following individuals:

- Stephen Sungsu Yoon, Senior Regional Planner, SCAG
- Ginger Koblasz, Senior Planner, San Bernadino County Transportation Authority
- Kali K. Fogel, RIITS Program Manager II, LA Metro
- Katrina Kaiser, Research Data Specialist, Caltrans
- Kihong Kim, Modeler III, SCAG
- Nolan Borgman, Program Manager II, SCAG

Basis for Selection:

The PRC recommended StreetLight Data for the contract award because the consultant:

- Can provide immediate access to their analytic platform (Insight) that includes all required analysis tools that required in the scope of work. This will be very advantageous to enable the SCAG project team to use this tool for immediate planning studies and decision making.
- Offered a superior technical approach by:
 - Providing historical data (since 2014) that will be helpful for before, during, and after project analysis;
 - Developing an easy-to-use Service as a Software (SaaS) platform (known as Streetlight Insight) with dashboard, Application Programming Interface (API), and database interfaces. Their platform contains external commercial data sources through data integration services with consortium of data providers, which will work better for SCAG project than the other solutions proposed by other consultants;
 - Offering customer support services including dedicated project manager who can coordinate diverse technical supports from end users and;
 - Can provide a special license to access the analysis results after the contract expiration date so that users can access and utilize their analysis results perpetually after the contract period.
 - Enabling end users to retrieve an answer from the platform five minutes before a public meeting.

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

- Provided a technical approach with customized analytic platform that will require additional time and effort beforehand for the platform customization to be built and maintained. This would be a hurdle to achieve immediate access to the analytic platform and potentially would reduce the total period of service.

- It is not clear that the firm will meet the Transportation Network Companies (TNC) requirement, and uncertain if an analysis platform will be provided, or if a multi-platform approach is being proposed to access multiple external sources of data;
- There is an insufficient amount of historical data (limited historical data before year 2021) that they can utilize to calibrate their analytic platform; and
- Their platform customization will require significant amounts of extra project management efforts to cover diverse range of analytic platform needs from SCAG partner agencies. To meet the needs of end users.

**Conflict of Interest (COI) Form - Attachment
For February 2, 2023 Regional Council Approval**

Approve Contract No. 23-018-C01 in an amount not-to-exceed \$4,976,548, with StreetLight Data, Inc. (subject to final negotiation) to assist with creating SCAG’s Analytic Platform. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract on behalf of SCAG.

The consultant team for this contract includes:

Consultant Name	Did the consultant disclose a conflict in the Conflict of Interest Form they submitted with its original proposal (Yes or No)?
StreetLight Data, Inc. (prime consultant)	No - form attached
GeoTab Fleet Data (subconsultant)	No - form attached
TomTom (subconsultant)	No - form attached
Wejo Safety Data (subconsultant)	No - form attached

Attachment: Contract Summary 23-018-C01 (Contracts \$500,000 or Greater: Contract No. 23-018-C01, SCAG's Analytical Platform)

SCAG CONFLICT OF INTEREST FORM

RFP No. 23-018-C01

RFP No./Contract No. RFP No. 23-018-C01

SECTION I: INSTRUCTIONS

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

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

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

Name of Firm: StreetLight Data, Inc.

Name of Preparer: Aaron Moser

Project Title: SCAG Analytic Platform

RFP Number: 23-018-C01 Date Submitted: October 26, 2022

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:

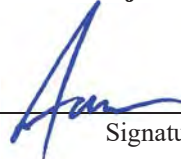
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Aaron Moser, hereby declare that I am the (position or title) Chief Financial Officer of (firm name) StreetLight Data, 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 October 26, 2022 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.



 _____ October 26, 2022

 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. 23-018

RFP No./Contract No. _____

SECTION I: INSTRUCTIONS

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

Name of Firm: TomTom North America, Inc

Name of Preparer: Gregory Lloyd

Project Title: SCAG ANALYTIC PLATFORM

RFP Number: 23-018 Date Submitted: November 2, 2022

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) Philip O'Donnell, hereby declare that I am the (position or title) Director of (firm name) TomTom North America, 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 25 January 2023 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.

Signature of Person Certifying for Proposer
(original signature required)

25 January 2023

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. 23-018

RFP No./Contract No. 23-018-C01

SECTION I: INSTRUCTIONS

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

Name of Firm: Geotab USA, Inc.
Name of Preparer: Jean Pilon-Bignell
Project Title: SCAG Analytics Platform
RFP Number: 23-018-C01 Date Submitted: November 2, 2022

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) Neil Cawse, **hereby declare that I am the (position or title)** CEO **of (firm name)** Geotab USA, 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 January 20, 2023 **is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.****

DocuSigned by:

 _____ January 20, 2023
 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. 23-018

RFP No./Contract No. 23-018

SECTION I: INSTRUCTIONS

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

Name of Firm: Wejo Data Services Inc

Name of Preparer: Max Youds

Project Title: SCAG ANALYTIC PLATFORM

RFP Number: 23-018 Date Submitted: November 2, 2022

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:

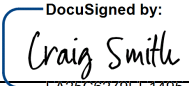
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Craig Smith, hereby declare that I am the (position or title) EVP Sales of (firm name) Wejo Data 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 25 January 2023 | 1:33 PM GMT 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.

DocuSigned by:

 Signature of Person Certifying for Proposer 25 January 2023 | 1:33 PM GMT
 (original signature required) Date

NOTICE

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



AGENDA ITEM 7
REPORT

Southern California Association of Governments
February 1, 2023

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

**EXECUTIVE DIRECTOR'S
APPROVAL**

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

Subject: Contracts \$500,000 or Greater: Contract No. 23-027-C01, Go Human
Safety Strategies

RECOMMENDED ACTION:

Approve Contract No. 23-027-C01 in an amount not to exceed \$597,228 (subject to final negotiation) with Mark Thomas & Company, Inc. to implement traffic safety strategies for SCAG's Go Human Active Transportation Safety and Encouragement Campaign. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract amendment on behalf of SCAG.

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.

EXECUTIVE SUMMARY:

The consultant will implement traffic safety strategies for SCAG's Go Human Active Transportation Safety and Encouragement Campaign. The consultant will implement four (4) strategies that in summary are designed to provide resources to local agency partners and community organizations to help promote traffic safety in the region.

BACKGROUND:

Staff recommends executing the following contract \$500,000 or greater:

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Mark Thomas & Company, Inc. (23-027-C01)	The consultant shall implement traffic safety strategies for SCAG's Go Human Active Transportation Safety and Encouragement Campaign.	\$597,228



FISCAL IMPACT:

Funding of \$597,228 is available in the Fiscal Year (FY) 2022-2023 Overall Work Program (OWP) in Project Number 225.3564J.18.

ATTACHMENT(S):

1. Contract Summary 23-027-C01
2. Contract Summary 23-027-C01 COI

CONSULTANT CONTRACT NO. 23-027-C01

Recommended Consultant:

Mark Thomas & Company, Inc.

Background & Scope of Work:

Consistent with the requirements of the Pedestrian and Bicycle Safety Program grant from the California Office of Traffic Safety, the consultant shall provide traffic safety strategies for SCAG’s *Go Human* Active Transportation Safety and Encouragement Campaign. The consultant will also implement the following four (4) strategies:

- 1) Develop and implement a creative, comprehensive Storytelling Campaign. This Campaign shall center the voices and experiences of communities and residents in the SCAG region most impacted by traffic violence and who are working to address traffic safety;
- 2) Administer Community Funding Opportunities, which comprises the distribution of funding to community-based organizations, non-profit organizations, and social enterprises to perform work that advances traffic safety;
- 3) Coordinate five (5) deployments of the *Go Human* Kit of Parts to implement temporary traffic safety demonstration projects in local jurisdictions; and
- 4) Implement the *Go Human* Advertisement Campaign. The Consultant shall produce and distribute co-branded *Go Human* safety advertisements for local jurisdictions and coordinate media buys of *Go Human* advertisements.

This project supports a regional transportation planning by implementing neighborhood- and community-level engagement strategies focused on traffic safety across each of the region’s six (6) counties.

Project’s Benefits & Key Deliverables:

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

- Storytelling campaign highlighting at least six (6) community organizations, ten (10) new local agency or jurisdiction signatories of the *Go Human* Safety Pledge, and a minimum of ten (10) training opportunities by Traffic Safety Community Experts;
- Final reports and documentation for ten (10) projects funded through the Community Hubs Program;
- Coordination of five (5) deployments of the *Go Human* Kit of Parts to support temporary demonstrations of traffic safety infrastructure;
- Co-branded safety advertisements for a minimum of twenty-five (25) partners; and
- Draft and final report.

Strategic Plan:

This item supports SCAG’s Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.

Contract Amount: Total not to exceed \$597,228

Mark Thomas & Company, Inc. (prime consultant)	\$304,211
Circlepoint (subconsultant)	\$211,327
California Walks (subconsultant)	\$81,690

Contract Period: Notice to Proceed through September 30, 2023

Project Number(s): 225.3564J8.18
Funding source(s): Pedestrian and Bicycle Safety Program Grant from California Office Transportation Safety (OTS)

Request for Proposal (RFP): SCAG staff notified 4,594 firms of the release of RFP No. 23-027 via SCAG's Solicitation Management System website. A total of 69 firms downloaded the RFP. SCAG received the one (1) proposal in response to the solicitation:

Mark Thomas & Company, Inc. (2 subconsultants) \$597,228

After receiving only one (1) proposal, staff surveyed firms that downloaded the RFP to determine why each did not submit a proposal. No responses were received. Although staff only received 1 proposal, staff proceeded with the evaluation process given:

- The solicitation process and requirements were not overly restrictive;
- We adequately advertised the procurement. RFP was advertised for 5 weeks, and issued an Addendum with an extension of one additional week.
- The CA surveyed the list of participants in Planet Bids, and did not receive a response; and
- The one (1) firm that responded was capable of performing the scope of work.
- Staff requested and received OTS's authorization to proceed with the one offer.

Staff believes that resoliciting was not likely to yield a different result and needed to maintain the project's schedule and therefore proceeded to evaluate the one offer received.

Selection Process: The Proposal Review Committee (PRC) evaluated the proposal in accordance with the criteria set forth in the RFP and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. The PRC conducted an interview after evaluating the proposal to further ensure the firm's ability to successfully perform the tasks and duties as proposed.

The PRC consisted of the following individuals:

Andres Carrasquillo, Senior Regional Planner, SCAG
Alina Borja, Community Engagement Specialist, SCAG
Julia Lippe-Klein, Planning Supervisor, SCAG

Basis for Selection:

The PRC recommended Mark Thomas & Company, Inc for the contract award because the consultant:

- Demonstrated a clear understanding of the project, specifically regarding execution of tasks and deliverables, as well as a clear understanding of and commitment to the regional context, as demonstrated by their geographic commitment for Kit of Parts deployments and the Storytelling Strategies to be implemented and representative across all six-counties.
- Provided a good technical approach, for example, a language justice strategy that centers inclusion and access to trusted translators/interpreters with planning-specific experience.
- Demonstrated a good understanding of the project’s intent, including a focus on communities most impacted by traffic violence and co-creation of traffic safety solutions with community organizations.

**Conflict of Interest (COI) Form - Attachment
For February 2, 2023 Regional Council Approval**

Approve Contract No. 23-027-C01 in an amount not to exceed \$597,228 (subject to final negotiation) with Mark Thomas & Company, Inc. to implement traffic safety strategies for SCAG’s Go Human Active Transportation Safety and Encouragement Campaign. Authorize the Executive Director, or his designee, pursuant to legal counsel review, to execute the contract amendment on behalf of SCAG.

The consultant team for this contract includes:

Consultant Name	Did the consultant disclose a conflict in the Conflict of Interest Form they submitted with its original proposal (Yes or No)?
Mark Thomas (consultant)	No- form attached
California Walks (subconsultant)	No - form attached
Circlepoint (subconsultant)	No - form attached

SCAG CONFLICT OF INTEREST FORM

RFP No./Contract No. 23-027

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: Mark Thomas & Company, Inc.
Name of Preparer: Darin Johnson, PE
Project Title: Community Engagement Specialist for the Go Human Safety Strategies project
Date Submitted: 11/29/2022

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:

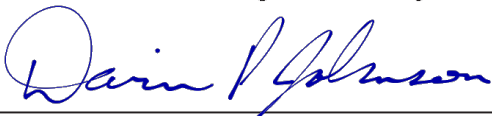
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Darin Johnson, PE, hereby declare that I am the (position or title) Associate Principal of (firm name) Mark Thomas & Company, 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 11/29/2022 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.



11/29/2022

Signature of Person Certifying for Proposer
(original signature required)

Date

NOTICE

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

SCAG CONFLICT OF INTEREST FORM

RFP No./Contract No. 23-027

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: California Walks

Name of Preparer: Mihaela Babalai

Project Title: Co-Executive Director

Date Submitted: 11/18/2022

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) Mihaela Babalai, hereby declare that I am the (position or title) Co-Executive Director of (firm name) California Walks, 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 11/18/2022 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.

Mihaela Babalai  Digitally signed by Mihaela Babalai
Date: 2022.11.18 10:17:36 -08'00'

Signature of Person Certifying for Proposer (original signature required) 11/18/2022 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./Contract No. 23-027

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: Circlepoint
Name of Preparer: Audrey Zagazeta
Project Title: President and CEO
Date Submitted: 11/21/22

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
_____	_____
_____	_____
_____	_____
_____	_____

Attachment: Contract Summary 23-027-C01 COI (Contracts \$200,000 or Greater: Contract No. 23-027-C01, Go Human Safety Strategies)

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:

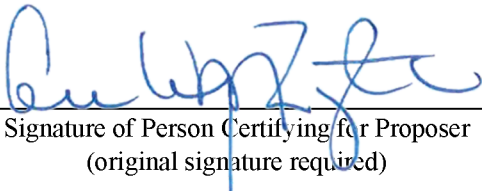
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) Audrey Zagazeta, hereby declare that I am the (position or title) President and CEO of (firm name) Circlepoint, 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 11/21/22 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.


11/21/22

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.



AGENDA ITEM 8
REPORT

Southern California Association of Governments
February 1, 2023

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

**EXECUTIVE DIRECTOR'S
APPROVAL**

RECOMMENDED ACTION:

Approve up to \$32,500 to renew SCAG memberships with 1) the National Association of Regional Councils (NARC) (\$27,500) and 2) FuturePorts (\$5,000).

STRATEGIC PLAN:

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

EXECUTIVE SUMMARY:

At its January 17, 2023, meeting, the Legislative/Communications and Membership Committee (LCMC) recommended approval of up to \$32,500 to retain membership with 1) the National Association of Regional Councils (NARC) (\$27,500) and 2) FuturePorts (\$5,000).

BACKGROUND:

Item 1: National Association of Regional Councils (NARC)
Type: Membership **Amount:** \$27,500

The National Association of Regional Councils (NARC) is the leading advocate for Metropolitan Planning Organizations (MPO) in Washington, D.C. NARC serves as the national voice for regionalism by advocating for regional cooperation as the most effective way to address various community planning and development opportunities and issues. NARC’s member organizations are composed of multiple local governments that work together to serve American communities – large and small, urban and rural. NARC regularly provides solutions that positively impact American communities through effective inter-jurisdictional cooperation.

The annual dues are \$27,500. SCAG has been an active member of NARC throughout the years and recommends continuing to do so as this organization is consistent with SCAG’s core responsibilities and Mission. LCMC Member Alan Wapner serves as a Member of the NARC Board of Directors.

Also, President Jan Harnik will attend the 2023 NARC Conference of Regions on January 22 to 25, 2023, in Washington, D.C. As a national public interest organization, NARC works with and through its members to:

- Shape federal policy that recognizes the increased value of local intergovernmental cooperation;
- Advocate effectively for the role of regional councils in the coordination, planning, and delivery of current and future federal programs;
- Provide research and analysis of key national issues and developments that impact members; and
- Offer high-quality learning and networking opportunities for regional organizations through events, training, and technical assistance.

Item 2: FuturePorts

Type: Membership **Amount:** \$5,000

FuturePorts was established in 2005 and serves as a voice for its members in the goods movement supply chain to advocate for a balance between business, environment, and community concerns at the San Pedro Bay Ports (Ports of Los Angeles and Long Beach). Their members represent the entire goods movement supply chain, including businesses that support the goods movement industry and labor and trade unions that work at the ports. Their objective is to ensure a healthy economic and environmental future by supporting green growth at the ports. In the dozen years since it was founded, FuturePorts has positioned itself as a leader in the movement for rational and balanced growth, representing business interests at both the Ports of Los Angeles and Long Beach commission meetings; Los Angeles and Long Beach city council meetings; public hearings; and other community events. They write letters, provide outreach, and engage the support of other business organizations and stakeholders as we work toward common goals of growing and greening our ports.

SCAG has been a sponsor of the annual FuturePorts conference in the past. The growing importance of goods movement to the Southern California economy is making it increasingly necessary for the Agency to maintain its ability to effectively participate in dialogue and discussion on such an important facet of the region's economy.

SCAG staff is recommending that the Agency maintain membership in FuturePorts. This unique membership/sponsorship package, in the amount of \$5,000, includes both membership dues at the "Commodore" level as well as sponsorship of the FuturePorts conference at the "Silver" tier:

Membership dues at the "Commodore" level provide the Agency with the following benefits:

- Eligibility to serve on FuturePorts Board of Directors and Committees;

-
- Access to member-only communications;
 - Reduced registration fee at FuturePorts signature events;
 - Three (3) complimentary attendees for all FuturePorts member-only events;
 - Recognition at FuturePorts Annual Conference, VIP Reception, and member meetings;
 - Opportunity to introduce speaker at member meetings;
 - Social media promotion;
 - Color logo linked on online membership directory;
 - Invitation to policy-maker meetings;
 - Premium branding on all communications; and
 - Access to custom advocacy.

Sponsorship of the annual FuturePorts conference at the “Silver Level,” which includes:

- Five (5) conference registrations;
- Logo listing in sponsor graphic
- Half-page color ad on Conference Program;
- Tabletop exhibit;
- Listing in Conference mobile app as a Sponsor and Exhibitor;
- Logo listing on PowerPoint “loop” during breaks; and
- Verbal recognition at event.

PRIOR COMMITTEE ACTION:

Staff presented the memberships for the 1) the National Association of Regional Councils (NARC) (\$27,500) and 2) FuturePorts (\$5,000) to the LCMC at its meeting on January 17, 2023. The LCMC approved both items unanimously as part of its consent calendar.

FISCAL IMPACT:

\$32,500 to retain SCAG memberships with NARC and FuturePorts is included in the approved FY 22-23 General Fund Budget.



AGENDA ITEM 9
REPORT

Southern California Association of Governments
February 1, 2023

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

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

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

**EXECUTIVE DIRECTOR'S
APPROVAL**

Kome Ajise

RECOMMENDED ACTION:

For Information Only - No Action Required

STRATEGIC PLAN:

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

BACKGROUND:

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

<u>Consultant/Contract #</u>	<u>PO' Purpose</u>	<u>Amount</u>
Mobility 21	FY23 Mobility 21 Membership	\$25,000
Daily Journal Corporation	FY23 PEIR Notice Of Preparation	\$23,710
Nicole Miller And Associates Inc.	Legal Services	\$22,220
USC Sol Price School Of Pub Policy	FY23 USC Metrtrans Membership	\$12,500
UC Riverside Foundation	FY23 UCR-ICSD Membership	\$10,000
CPrime, Inc.	FY23 Power Bi Training	\$9,995
Coalition For Americas Gateway And Trade Corridors	FY23 CAGTC Membership	\$7,500
Los Angeles County Business Federation	FY23 Bizfed Membership	\$6,000
Green Paradigm Consulting Inc	FY23 Clean Cities Task 2.5 Assistance	\$6,000
Progress Software	Fy23 Devcraft Software Renewal	\$5,533

SCAG executed the following Contracts more than \$25,000 but less than \$500,000

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
1. Kosmont & Associates, Inc.	The consultant shall assist the City of	\$237,662



SCAG executed the following Contracts more than \$25,000 but less than \$500,000

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
(21-047-MRFP-27)	Barstow (City) with developing both an Infrastructure Financing District Pilot Study as well as an Imperial County (County) Enhanced Infrastructure Financing District Plan to implement a Tax Increment Financing (TIF) Program. These efforts will provide technical assistance to advance the establishment of innovative self-help financing districts for local City and County jurisdictions that can accelerate housing production.	
2. Cvent, Inc. (23-023-C01)	The purpose of the SCAG Event Management System project is to standardize the event experience for SCAG internal staff and external partners. SCAG's Regional Conference & General Assembly and the Economic Summit will be managed through the selected consultant's platform.	\$92,400

SCAG executed these Amendments for more than \$5,000 but less than \$150,000 and less than 30% of the original contract value

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

ATTACHMENT(S):

1. Contract Summary 21-047-MRFP-27
2. Contract Summary 23-023-C01

CONSULTANT CONTRACT NO. 21-047-MRFP-27

Recommended Consultant: Kosmont & Associates, Inc.

Background & Scope of Work: The consultant shall assist the City of Barstow (City) with developing both an Infrastructure Financing District Pilot Study as well as an Imperial County (County) Enhanced Infrastructure Financing District Plan to implement a Tax Increment Financing (TIF) Program. These efforts will provide technical assistance to advance the establishment of innovative self-help financing districts for local City and County jurisdictions that can accelerate housing production. This includes Enhanced Infrastructure Financing Districts (EIFDs), Community Revitalization and Investment Authorities (CRIAs), Neighborhood Infill Finance and Transit Improvements Districts (NIFTIs/NIFTI-2s), and Affordable Housing Authorities (AHAs).

Purpose and Objectives

The TIF pilot project for the City will incorporate best practices for district establishment and infrastructure financing and will focus on implementing housing supportive infrastructure and expanding housing supply.

This project builds on the April 2019 Preliminary Feasibility Analysis for the County of Imperial Tax Increment Financing (TIF) Pilot Project, and shall update the preliminary tax increment feasibility analysis for the County. The updated analysis will incorporate best practices for district establishment and infrastructure financing and will focus on implementing housing supportive infrastructure and expanding housing supply.

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

- Evaluating Tax Increment Finance Mechanisms;
- District formation and exploration of the feasibility of forming a TIF and/or an assessment district based on the preliminary financial analysis;
- Updating the 2019 Preliminary Feasibility Analysis for the County of Imperial; and
- Public Outreach.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.

Contract Amount:	Total not to exceed	\$237,662
	Kosmont & Associates Inc. (prime consultant)	\$192,312
	Blair, Church and Flynn(sub consultant)	\$45,350

Contract Period: September 21, 2022 through June 30, 2023

Project Number(s): 300-4890Y0.02 \$237,662
Funding source(s): AB101/Regional Early Action Planning (REAP) Grants of 2019
Funding of \$237,662 is available in the FY 2022-23 Overall Work Program (OWP) in
Project Number 300-4890Y0.02.

Request for Proposal (RFP): SCAG staff notified 14 firms on the bench of the release of RFP 21-047-MRFP 27 by email. SCAG received the following proposal in response to the solicitation:

KOSMONT & ASSOCIATES, INC. (1 subconsultant) \$237,662

After receiving only one (1) proposal, staff surveyed the 14 bench firms that received the proposal. Two (2) firms responded, stating that they were either unavailable or did not feel the tasks were a good fit for their company. Note staff advertised the RFP for the normal four (4) week period. Staff believes that resoliciting was not likely to yield a different result and needed to maintain the project’s schedule and therefore proceed to evaluate the one (1) offer.

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

The PRC consisted of the following individuals:

- David Kyobe, Project Manager, SCAG
- Gil Kienan, Managing Director, Local Equity
- Jim Minnick, County Planning Director, Imperial County
- Kody Tompkins, General Manager of Environmental Services, City of Barstow
- John Gay, County Public Works Director, Imperial County

Basis for Selection: The PRC recommended Kosmont & Associates, Inc. for the contract award because the consultant:

- Kosmont has facilitated successful city/county special district partnerships, all of which happen to be within the SCAG region (L.A. County, Placentia / Orange County, Redondo Beach / L.A. County, Carson / L.A. County, Palmdale / L.A. County);
- Demonstrated experience working with the County of Imperial and prepared their 2019 preliminary EIFD Analysis. They also demonstrated knowledge of San Bernadino County where Barstow is located in regard to TIFs. The participation of San Bernardino County seems to be an issue that the consultant was not able to solve. This may be key to the success of the TIF;
- Demonstrated experience, in understanding current economic development and market trends that affect projects;
- Demonstrated experience in stakeholder outreach, with a detailed proposal of the stakeholder outreach initiatives per jurisdiction;
- Described and provided details as to how it would execute the deliverables of the project and how their approach would be tailored to the two jurisdictions (County of Imperial and City of Barstow); and
- Demonstrated coherent timelines and clear expectations on what is included in the scope.

CONSULTANT CONTRACT NO. 23-023-C01

Recommended Consultant:	Cvent, Inc.	
Background & Scope of Work:	The purpose of the SCAG Event Management System project is to standardize the event experience for SCAG internal staff and external partners. SCAG’s Regional Conference & General Assembly and the Economic Summit will be managed through the selected consultant’s platform. The goal of this project is to implement a solution that will create a streamlined, secure, and customizable registration process for external partners and allow internal staff to manage operations and create meaningful and accurate reports.	
Project’s Benefits & Key Deliverables:	<p>The project’s benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none"> • Creating efficiencies in running registration processes and venue logistics for SCAG signature events; • Preparing integrated online forms for various SCAG programs and projects, as needed and ongoing; and • Streamlining reporting for event registrations and attendance. 	
Strategic Plan:	This item supports SCAG’s Strategic Plan Goal 4: Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.	
Contract Amount:	Total not to exceed	\$92,400
	Cvent, Inc. (prime consultant)	
	Note: Cvent, Inc, originally proposed \$37,000 for base period and \$111,000 for 3 years (base period and two 12-month options). However, SCAG staff negotiated the price down to \$33,000 for the base period and \$92,400 for the 3-year term without reducing the scope of work.	
Contract Period:	December 21, 2022 through December 20, 2025	
Project Number(s):	800-0160.06 \$33,000	
	Funding source(s): General Funds (GF)	
	Funding of \$33,000 is available in the FY 2022-23 General Fund Budget in Project Number 800-0160.06, and the remaining balance is expected to be available in the FY 2023-24 and FY 2024-25 General Fund Budget in Project Number 800-0160.06, subject to budget availability.	
Request for Proposal (RFP):	SCAG staff notified 3,910 firms of the release of RFP 23-023 via SCAG’s Solicitation website, PlanetBids. A total of 30 firms downloaded the RFP. SCAG received the following three (3) proposals in response to the solicitation:	
	Cvent, Inc. (no subconsultants)	\$111,000
	InEvent – (no subconsultants)	\$94,175
	Tradeshow Multimedia dba TMI – (no subconsultants)	\$80,540

Attachment: Contract Summary 23-023-C01 (Purchase Orders, Contract and Amendments below Regional Council Approval Threshold)

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 all proposals received, the PRC made a selection.

The PRC consisted of the following individuals:

Ana Vallianatos, Manager of Media and Public Affairs, SCAG
Bianca Holmes-Cary, Associate IT Project Manager, SCAG
Emmanuel Figueroa, Manager of Infrastructure & Operations, SCAG
Jonathan Holt, Manager of Application Development, SCAG
Margaret De Larios, Communications Lead, SCAG
Perla, Lopez, Interim Events Producer, SCAG

Basis for Selection: All PRC members gave Cvent’s proposal the highest score of all proposers in this solicitation. Cvent stood out from other proposers in the quality of their proposal, including their offerings around hotel registration integrations, available support outside of business hours and during events in the event of on-site issues, and on-demand online training resources. Cvent also provided the most realistic proposal around integration with SCAG’s CRM, which will require careful coordination and ongoing maintenance.

Cvent also demonstrated the most comprehensive and broadest range of services and solutions to meet SCAG’s requirements. Specifically, attendee registration and data collection, accommodation management, custom styling, event analytics, program management (tools for planning and managing event logistics) and integrations.

Although other firms proposed lower prices for their product, their technical proposals did not provide as many features to address SCAG’s scope of work, included features that were not needed, did not demonstrate as strong an understanding of SCAG’s needs and/or raised questions about the overall quality of the software to be delivered.



AGENDA ITEM 10
REPORT

Southern California Association of Governments
February 1, 2023

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

**EXECUTIVE DIRECTOR'S
APPROVAL**

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

Subject: CFO Monthly Report

RECOMMENDED ACTION:

Information Only - No Action Required

STRATEGIC PLAN:

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

This month's CFO report includes the CFO charts. The charts provided highlight agency business through December 31, 2022, the midpoint of our current fiscal year-end. As a reminder, the charts have a new design and layout, and in some cases, the content has been updated with the goal of providing more meaningful information to the EAC and Regional Council. Two new reports were added in the prior quarter. The first report provides information on the Planning RFPs completed in the prior quarter. The report details the major SCAG program or initiative, the specific project name and description, the amount of funds awarded, and the specific agency or region served by the work to be performed. The second report is an outlook on upcoming planning work procurements; the report provides our best estimate on when funded projects will be contracted with service providers. Collectively, we hope these reports will help provide you with more insight into the work currently underway.

ACCOUNTING:

During FY 2022-23, staff has prepared and submitted requests for reimbursements of approximately \$19.32 million to the following agencies. Additionally, SCAG received advance funds of \$23.74 million.

1. **CPG Billing: \$16.59 million** to Caltrans for work funded with federal and state grants that were completed from June 2022 to October 2022. Of this amount, \$16.59 million has been received.

2. **OTS (J7) Billing: \$1.00 million** to Office of Traffic Safety for work funded with OTS (J7) grant that were completed from April 2022 to September 2022. Of this amount, \$1.00 million has been received.
3. **FTA Section 5339: \$0.71 million** to FTA Sec. 5339 for work completed by Riverside Transit Agency and Anaheim Transportation Network that were completed from December 2021 to June 2022. Of this amount, \$0.71 million has been received from FTA Sec. 5339 and was offset by the payments to Riverside Transit Agency and Anaheim Transportation Network.
4. **ATP Billings: \$0.51 million** to Caltrans District 7, Office of Local Assistance for work funded with Active Transportation Program (ATP) grants that were completed from April 2022 to August 2022. Of this amount, \$0.51 million has been received.
5. **MSRC Billing: \$0.42 million** to the Mobile Source Air Pollution Reduction Review Committee for work funded with the Mobile Source Air Pollution Reduction (MSRC) grant that were completed from January 2020 to April 2021. Of this amount, \$0.42 million has been received.
6. **DOE-Clean Cities: \$53,750** to Department of Energy for work funded with DOE-Clean Cities grant that was completed from April 2022 to September 2022. Of this amount, \$53,750.00 has been received.
7. **City of Santa Ana: \$22,500** to City of Santa Ana for work as identified in the scope of work of MOU # M-006-22 that was completed in June 2022. Of this amount, \$22,500.00 is still pending payment from City of Santa Ana.
8. **LACI Billing: \$8,947.19** to LA Cleantech Incubator for work funded with LACI grant that were completed from April 2022 to September 2022. Of this amount, \$8,947.19 has been received.
9. **WSCCOG: \$4,963.79** to Westside Cities Council of Governments (WSCCOG) for work performed for the tasks and deliverables in Exhibit A.2 of M-005-19 (Measure M Westside Mobility Study Update) that was completed from February 2022 to June 2022. Of this amount, \$4,963.79 has been received.
10. **DOE-UCI: \$1,321.66** to the Regents of the University of California for work funded with DOE-Clean Cities grant that was completed from July 2022 to September 2022. Of this amount, \$1,321.66 has been received.
11. **City of Burbank: \$1,125.76** to City of Burbank for work funded with LEAP funds that were completed from May 2022 to June 2022. Of this amount, \$1,125.76 is still pending payment from City of Burbank.
12. **ATN: \$795.50** to Anaheim Transportation Network (ATN) for SCAG staff time funded with ATN local funds that were completed from April 2022 to June 2022. Of this amount, \$795.50 has been received.
13. **REAP: \$23.74 million** in advance funds have been received from Housing and Community Development for the Regional Early Action Planning Grants 1.0 as of 12/31/22. Of this amount, approximately \$22.12 million have been expended to date (\$3.19 million during FY 2022-23).

Investments:

As required by SCAG's investment policy adopted by the Regional Council in July 2018, staff will provide a monthly report of investments and interest earnings. During FY 2022-23, SCAG has moved all funds invested in the Los Angeles County Investment Pool to our Bank of the West operating account, except for any remaining interest earnings received in August 2022-November 2022. Alternatively, SCAG has established a new investment account in the Local Agency Investment Fund (LAIF) and invested \$11M as of December 31, 2022. SCAG has earned \$6,427.11 interest from funds invested in the Los Angeles County Investment Pool and \$71,463.98 interest from funds invested in the Local Agency Investment Fund account as of December 31, 2022.

BUDGET & GRANTS (B&G):

Staff worked on FY 2022-23 2nd Quarter OWP Progress Report. This mid-year progress report for OWP projects was submitted to Caltrans before its deadline, January 30, 2023.

On January 19, 2023, SCAG had its annual OWP development and coordination meeting with Caltrans, FHWA and FTA representatives. SCAG staff presented the proposed work program for FY 2023-24 and reported accomplishments and progress on major projects in the current fiscal year. A draft OWP budget will be presented to the EAC and RC in March 2023.

Staff successfully submitted the REAP 2.0 Full Application to the Department of Housing and Community Development (HCD) in December 2022. In January, staff also submitted a grant application to Federal Communications Commission to seek funding to leverage and bolster the existing affordable connectivity program (ACP), closing gaps in the broadband digital divide by providing direct resources to communicate through targeted outreach and expanding direct support to the Digital Ambassadors program.

CONTRACTS

In December 2022, the Contracts Department issued two (2) Request for Proposal; awarded five (5) contracts; issued six (6) contract amendments; and processed eighteen (18) Purchase Orders to support ongoing business and enterprise operations. Staff also administered 197 consultant contracts. Contracts staff continued to negotiate better pricing as well as reduced costs for services. This month Contracts' staff negotiated \$233,437 in budget savings, bringing the cumulative FY23 savings to \$958,182.

ATTACHMENT(S):

1. CFO Charts



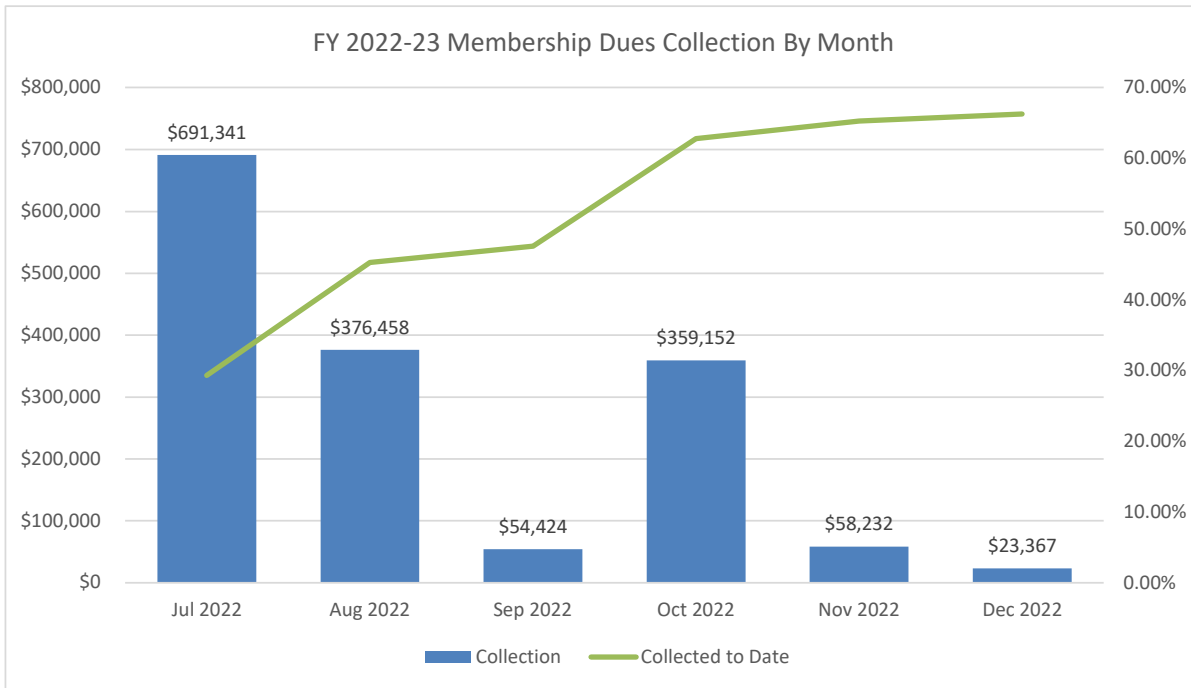
Office of the Chief Financial Officer

Quarterly Report

DECEMBER 2022



Membership Dues & Collections
 July 1, 2022 through December 31, 2022



Summary

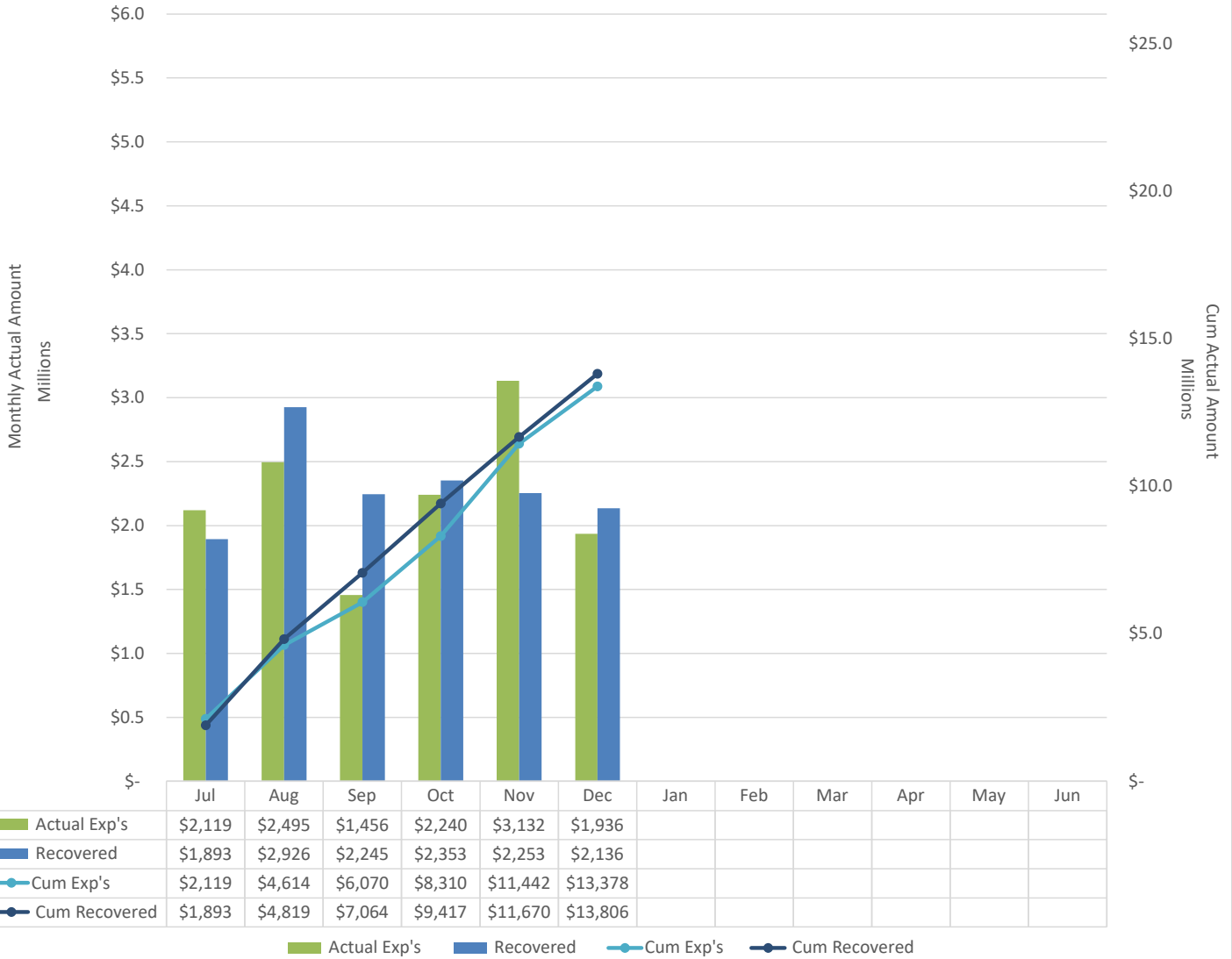
As of December 31, 2022, 157 cities, 4 counties, 5 commissions and 2 tribal governments had paid their FY23 dues. This represents 66.27% of the dues assessment.

FY23 Membership Dues	<u>\$ 2,358,659</u>
Total Collected	<u>\$ 1,562,974</u>
Percentage Collected	<u>66.27%</u>

Attachment: CFO Charts (CFO Monthly Report)



Indirect Cost & Recovery
July 1, 2022 through December 31, 2022



Attachment: CFO Charts (CFO Monthly Report)

Summary

This chart shows a comparison of Indirect Cost (IC), incurred by SCAG vs. IC recovered from SCAG's grants. Through December 2022, SCAG was over-recovered by \$427,844 due to unspent Indirect Cost budget. The FY 2022-23 IC rate includes a carry-forward of approximately \$2.2 million, which represents an under-recovery of costs from FY 2020-21.



**Consolidated Balance Sheet
As of December 31, 2022**

	<u>Sept 30, 2022</u>	<u>Dec 31, 2022</u>	<u>Increase/(Decrease)</u>
Cash & Investment	19,036,854	19,665,673	628,820
Other Assets	<u>15,968,191</u>	<u>11,132,738</u>	<u>(4,835,453) (1)</u>
Total Assets	<u>35,005,045</u>	<u>30,798,411</u>	<u>(4,206,634)</u>
	-	-	-
Total Liabilities	<u>11,884,656</u>	<u>9,474,100</u>	<u>(2,410,556) (2)</u>
	-	-	-
Fund Balance	<u>23,120,389</u>	<u>21,324,311</u>	<u>(1,796,078)</u>
	-	-	-
Total Liabilities & Fund Balance	<u>35,005,045</u>	<u>30,798,411</u>	<u>(4,206,634)</u>

(1) The decrease in total assets is due to a decrease in Accounts Receivable \$3.4M and Prepaid Expenses \$2M plus net IC/FB fund under recovery of \$520K.

(2) The decrease in liabilities is due to a decrease in Accounts Payable \$1.9M and deferred revenues \$559K net with increase in Accrued Salaries \$503K.



**Consolidated Statement of Revenues, Expenditures, and Changes in Fund Balances
Quarter Ended December 31, 2022**

	July 1, 2022 to Sept 30, 2022	July 1, 2022 to Dec 31, 2022	Increase / (Decrease)	Dec 2022 Budgetary Comparison Statement	
				FY 2022-23 Budget	Under / (Over) Budget
Revenues	31,517,639	57,747,950	26,230,311	192,577,888	134,829,938
	-	-		-	
Expenditures:					
Salaries & Benefits	20,364,312	39,998,479	19,634,167	79,494,333	39,495,854
Services & Supplies	4,251,854	12,644,077	8,392,223	113,083,555	100,439,478 (1)
Total Expenditures	24,616,166	52,642,556	28,026,389	192,577,888	139,935,332
	-	-		-	
Change in Fund Balance	6,901,472	5,105,394	(1,796,078)	1,969,554	(3,135,840)
		-			
Fund Balance Beginning of the Year	16,218,917	16,218,917	-	16,218,917	-
Fund Balance at End of the Period	23,120,389	21,324,311	(1,796,078)	18,188,471	(3,135,840)
	-	-			

(1) Note that multi-year grant revenues and services & supplies expenditures are budgeted in the award year. The \$100.44M expenditure variance and associated revenue variance are predominately related to anticipated implementation timing for various multi-year grants. Any remaining balances at the end of the fiscal year will be carried over to subsequent years of the grant period.

SCAG Contracts FY2022-23



Overview
This chart shows the number of contracts administered by the Contracts Department, by month, from July 2022 thru December 2022



■ Awarded Contracts
 ■ Closed Contracts
 —●— Active Contracts

Summary

As illustrated on the chart, the Contracts Department is currently managing a total of 197 contracts. Twenty-six (26) are Cost Plus Fee contracts; Ninety-two (92) are Lump Sum (formerly Fixed Price) contracts, and the remaining seventy-nine (79) are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). 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.



SCAG FY23 Q2 Planning Division (Contracts Awarded, Contracts Closed, and Contracts Administered)

Total Number of Contracts Awarded, Closed and Administered by Quarter:

	FY23 Q1	FY23 Q2	FY23 Q3	FY23 Q4
Contracts Awarded	23	10		
Contract Ended	6	5		
Contracts Administered	123	123		

Contracts Awarded (10)

	Major SCAG Program or Initiative	Project Name	Region/Agency Serviced	Project Description	Consultant	Contract No.	Award
1.	Sustainable Communities Program/Active Transportation	City of Duarte a Safe Route to School (SRTS) Plan	City of Duarte	The consultant shall develop a Safe Routes to School Plan (Plan) for the City of Duarte to guide the development of a comprehensive network of safe streets surrounding schools. They will assess existing infrastructure and provide recommendations for safety improvements from a multimodal standpoint. They will develop a plan that will provide a vision for improving conditions for non-motorized forms of travel to schools, with the goal of improving safety, accessibility, and connectivity.	KOA Corporation	21-048-MRFP-08	\$169,95

Attachment: CFO Charts (CFO Monthly Report)

**SCAG FY23 Q2 Planning Division
(Contracts Awarded, Contracts Closed, and Contracts Administered)**

	Major SCAG Program or Initiative	Project Name	Region/Agency Served	Project Description	Consultant	Contract No.	Award
2.	Sustainable Communities Program/Active Transportation	Safe Mobility City of Santa Ana Plan	City of Santa Ana	The consultant shall provide services for the Sustainability Communities Program for the City of Santa Ana. Specifically, the consultant shall develop planning level, conceptual plans and estimates for a minimum of 5 priority projects that the City shall specify. The plans and estimates package will outline the safety improvement countermeasures that will be recommended by the Safe Mobility Santa Ana plan update for the various roadway corridors and intersections as identified therein.	Mark Thomas And Company	21-048-MRFP-10	\$49,64
3.	Transportation Planning	Regional Transportation Plan (RTP) Technical Support	SCAG Region	Consistent with federal and State mandates, SCAG produces a long-term regional transportation plan, Connect SoCal, every four (4) years. This project operates as the foundation for needed technical support for the development of Connect SoCal 2024, focusing on the assessment of potential transportation projects, programs, and strategies to be incorporated into the Connect	System Metrics Group Inc	21-048-MRFP-12	\$912,31

Attachment: CFO Charts (CFO Monthly Report)

**SCAG FY23 Q2 Planning Division
(Contracts Awarded, Contracts Closed, and Contracts Administered)**

Major SCAG Program or Initiative	Project Name	Region/Agency Serviced	Project Description	Consultant	Contract No.	Award
			SoCal 2024. Consultant assistance will also entail technical support and coordination of financial and economic modeling to develop sound financial strategies that better support system preservation, system management, and strategic investment efforts. Results of this work will support more comprehensive, multimodal system management strategies to better address broader regional and state goals, including improvement of the regional transportation system, the reduction of greenhouse gases (GHGs), and the move toward more robust environmental justice analyses.			
4. Sustainable Communities Program/Active Transportation	GoSGV Engagement & Evaluation	Los Angeles County – San Gabriel Valley	The consultant, in coordination with SGVCOG, will develop and implement innovative community engagement campaigns geared towards local residents. The Project shall also produce recommendations to maximize GoSGV adoption and VMT/GHG reductions	Alta Planning + Design, Inc.	22-042-C01	\$326,76

Attachment: CFO Charts (CFO Monthly Report)

**SCAG FY23 Q2 Planning Division
(Contracts Awarded, Contracts Closed, and Contracts Administered)**

	Major SCAG Program or Initiative	Project Name	Region/Agency Served	Project Description	Consultant	Contract No.	Award
5.	Transportation Planning	Connect SoCal	SCAG Region	To support the development of the 2024 Regional Transportation Plan (RTP)/Sustainable Communities Strategy (SCS) (RTP/SCS), better known as "Connect SoCal", the Consultant shall provide planning and outreach services required to clearly communicate, present, and receive feedback on Connect SoCal to meet the public outreach requirements of Senate Bill (SB) 375 and facilitate an inclusive planning process that is aligned with the goals and strategies of SCAG's Public Participation Plan.	Peacock Sinning Public Relations Inc	22-052-C01	\$1,319,22
6.	Sustainable Communities Program/Active Transportation	City of Buena Park Comprehensive Active Transportation Plan	City of Buena Park	The consultant shall develop the City of Buena Park's (City's) first city-wide Comprehensive Active Transportation Plan (ATP) to further active transportation in the City.	KOA Corporation	22-054-C01	\$248,97
7.	Regional Early Action Plan (REAP)	Industry Forum	SCAG Region	SCAG seeks to deliver best practices and actionable workplans to its cities and counties, maximizing the region's ability to absorb and expend funds at the rapid pace of American Rescue Plan Act	Placeworks Inc.	22-058-C01	\$274,10

Attachment: CFO Charts (CFO Monthly Report)

**SCAG FY23 Q2 Planning Division
(Contracts Awarded, Contracts Closed, and Contracts Administered)**

Major SCAG Program or Initiative	Project Name	Region/Agency Serviced	Project Description	Consultant	Contract No.	Award	
			(ARPA) expenditure deadlines, and importantly, to ensure that this one-time substantial investment results in increased and accelerated housing production, innovation and transformative planning. SCAG also seeks to develop Regional Early Action Planning (REAP) 2021 programs that align with Connect SoCal, the May 2021 adopted Racial Equity Action Plan, and the SCAG Executive Committee’s Strategic Action Plan adopted in July 2021.				
8.	Regional/Transportation Planning	Streamlining Broadband	SCAG Region	Consistent with the requirements of the California Emerging Technology Fund (CETF) Grant that funds this project, the consultant shall provide solutions to streamline permits by developing permit streamlining reports, policies, and codes, as it relates to broadband (high speed internet connection) and shall conduct workshops, stakeholder coordination and outreach to fulfill the mandate (to develop solutions and strategies to assist in rapid deployment of	Tectonic Engineering Consultants DPC	22-061-C01	\$213,78

Attachment: CFO Charts (CFO Monthly Report)

**SCAG FY23 Q2 Planning Division
(Contracts Awarded, Contracts Closed, and Contracts Administered)**

Major SCAG Program or Initiative	Project Name	Region/Agency Served	Project Description	Consultant	Contract No.	Award
			broadband technology) set forth by SCAG’s Regional Council adopted Resolution No. 21-629-2, which pledges SCAG to assist in bridging the digital divide in underserved communities.			
9. Regional Early Action Plan (REAP)	Tribal Engagement and General Outreach	SCAG Region	As part of the engagement with disadvantaged and underserved communities, the consultant shall develop a tribal outreach and engagement plan that includes one-to-one meetings, convenings, and a leadership summit, to gather input and facilitate the determination of an ongoing tribal engagement program. The tribal leadership summit and other outreach efforts should engage tribal leadership and the community to learn about ongoing efforts across the region and identify priorities and areas where SCAG can provide technical assistance and, where applicable, direct programmatic support.	Peacock Sinning Public Relations Inc.	22-066-C01	\$550,000

Attachment: CFO Charts (CFO Monthly Report)

**SCAG FY23 Q2 Planning Division
(Contracts Awarded, Contracts Closed, and Contracts Administered)**

	Major SCAG Program or Initiative	Project Name	Region/Agency Served	Project Description	Consultant	Contract No.	Award
10.	Regional Forecasting, Socioeconomic Technical & Policy Analysis	Job Quality Index Consultant	SCAG Region	The consultant shall develop and document a conceptual and statistical framework for SCAG's subregional (county-level) job quality index (JQI). The framework will guide SCAG staff's calculation of a county-level job quality index. The framework shall specify the concepts, statistical methods, data resources, and a bibliography to guide the construction of a county-level job quality index.	David Wells Roland Hoist DBA Bear	23-002-C01	\$74,69

Total: \$4,139,41

Attachment: CFO Charts (CFO Monthly Report)

**SCAG FY23 Q2 Planning Division
(Contracts Awarded, Contracts Closed, and Contracts Administered)**

Contracts Closed (5)

	Major SCAG Program or Initiative	Project Name	Region/Agency Serviced	Project Description	Consultant	Contract No.	Award Amount
1.	Regional Forecasting, Socioeconomic Technical & Policy Analysis	FY21 Scenario Planning Upgrade	SCAG Region	To ensure optimal and secure performance of SPM, the consultant assessed and updated our Scenario Planning Model's operating system and application software to the latest secured and stable version	HBA Spectro Inc.	21-063-C01	\$77,24
2.	Regional Early Action Plan (REAP)	Advanced Accessory Dwelling Unit (ADU) Bundle, from the on-call bench of Consultants under the REAP 1.0 Program	Cities of Laguna Beach, Pasadena and Santa Monica	The goal of this project bundle was to provide planning assistance to help jurisdictions develop ADU implementation policies and programs to accelerate housing production. Specifically, projects in this bundle call for products or programs that are clearly tied to accelerating housing production, community need and implementation, and can serve as best practices for cities in the region.	AECOM Technical Services, Inc. California	21-047-MRFP-03	\$546,67
3.	Sustainable Communities Program/Active Transportation Active	Soboba Active Transportation Plan	Soboba Band of Luiseño Indians	The consultant developed an Active Transportation Plan (ATP) for the Tribal Government. The ATP shall help increase safe walking and biking among residents and visitors in the reservation. It also identified infrastructure and policy gaps, developed a comprehensive active transportation funding strategy as well as, infrastructure prioritization, and an implementation strategy.	KTU&A	20-044-C01	\$161,79

Attachment: CFO Charts (CFO Monthly Report)

**SCAG FY23 Q2 Planning Division
(Contracts Awarded, Contracts Closed, and Contracts Administered)**

	Major SCAG Program or Initiative	Project Name	Region/Agency Serviced	Project Description	Consultant	Contract No.	Award Amount
4.	Active Transportation	Go Human Advertising and Community Engagement	SCAG Region	The consultant conducted media buys across multiple media markets within the region as part of the Go Human regional safety advertising campaign. The consultant conducted message testing, developed graphics, and evaluated campaign recognition, as well as developed co-branded advertisements and materials for partners across the region.	Civilian, Inc.	20-037-C01	\$1,126,065
5.	Sustainable Communities Program/Active Transportation	City of Ojai Maricopa Highway Demonstration Project	City of Ojai	Consistent with the requirements of the California Active Transportation Program (ATP) administered by the California Department of Transportation which funded this project, the consultant planned, coordinated, and executed a Quick Build pilot project in the City of Ojai. A Quick Build project is a long-term (approximately six months), temporary demonstration project that provides opportunities for jurisdictions to preview new temporary active transportation treatments (i.e., protected bike lanes, scramble cross-walk, cycle track) and collect community feedback and data prior to installing permanent infrastructure.	The Street Plans Collaborative	20-016-C01	\$428,885
Total:							\$2,340,650

Attachment: CFO Charts (CFO Monthly Report)



SCAG FY23 Forecast of Consultant Procurements

Project Name	Description	Estimated Consultant Budget Range	RFP by Quarter
Inclusive Contracting Toolkits	Inclusive Contracting Toolkits	\$100,000 - \$200,000	FY23 Q3
Local Technical Assistance	To provide technical assistance on various tools and resources within RDP to local jurisdictions in the region. In addition to demo/training, the consultant shall provide office hours and technical analysis (per request)	\$200,000	FY23 Q3
Call for Interest/Qualifications - REAP 2 Housing Program Consultant Bench	Establish pre-qualified consultant pool for REAP 2 housing programs (PATH & SRP 2)	\$50,000-\$250,000	FY23 Q3
Public-Private Freight Collaboration	Convene freight roundtables, interview/engagement sessions, and identify universe of freight funding programs/grants/other opportunities (including technology-based pilot/commercial deployment/other)	\$50,000	FY23 Q3
SoCal Greenprint TAC & Implementation	Administer TAC & Build the SoCal Greenprint website	\$460,000	FY23 Q3
Travel survey	Travel Survey for SCAG region. The data will be used for updating SCAG travel demand model.	\$500,000-\$800,000	FY23 Q3
Highways to Boulevards Regional Study	Plan for replacing aging highways with facilities that better support community needs, particularly in historically underserved areas. Identify and evaluate urban highways for potential conversion to city streets or "capping" projects.	\$500,000-\$600,000	FY23 Q4

Attachment: CFO Charts (CFO Monthly Report)

SCAG FY23 Forecast of Consultant Procurements

Project Name	Description	Estimated Consultant Budget Range	RFP by Quarter
Human Capital Needs Assessment	Human Capital Needs Assessment		FY23 Q4
ITS Architecture Update Phase 2	Phase 2- Assist CTCs with updating their ITS Architecture	\$150,000-\$200,000	FY23 Q4
MaaS Transit Pilot Planning	Develop strategic assessment and program for MaaS and related transit pilot demonstrations.	\$100,000	FY24 Q1
Priority Agricultural Lands Study	Assess the resilience & economic benefits of agricultural lands	\$150,000	FY24 Q1
Water Action Resolution White Paper, Research Report, and Stakeholder Engagement	Water Action Resolution Whitepaper	\$250,000	FY24 Q1

Attachment: CFO Charts (CFO Monthly Report)

How to Register in SCAG's Vendor Database to be Notified About SCAG's Contracting Opportunities

1. Go to scag.ca.gov.
2. Under "Get Involved" (the top middle of the page), click "Contracting & Vendor Opportunities"
3. Scroll down to and click "SCAG Vendor Portal"
4. Scroll down to and click "Go To SCAG Vendor Portal"
5. Click "New Vendor Registration" (top left of the page) and follow the prompts

You can contact any of the Procurement staff listed below to assist you.

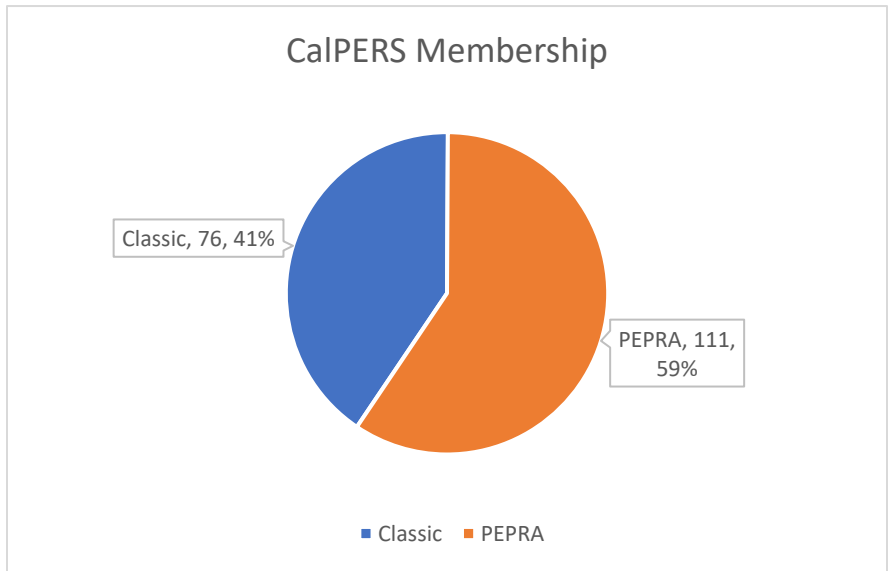
Name	No.	Email
Leyton Morgan (Manager)	(213) 236-1982	morganL@scag.ca.gov
Laura Aguilar	(213) 236-1922	aguilarL@scag.ca.gov
Ana Bello	(213) 630-1441	bello@scag.ca.gov
Ted Dorjee	(213) 236-1938	dorjee@scag.ca.gov
Marisa Blancarte	(213) 236-1882	blancarte@scag.ca.gov
Sloane Hewitt	(213) 236-1880	hewitt@scag.ca.gov
Rozz Lewis	(213) 236-1905	lewis@scag.ca.gov
Deja Quinonez	(213) 630-1429	quinonez@scag.ca.gov
Lori Tapp	(213) 236-1957	tapp@scag.ca.gov

CFO Report

As of January 1, 2023

Staffing Update

Division	Authorized Positions	Filled Positions	Vacant Positions	Interns/Temps	Agency Temps	Volunteers	Total
Executive Office	9	8	1	0	0	0	8
Human Resources	12	10	2	0	0	0	10
Legal Services	3	3	0	0	0	0	3
Finance	30	26	4	0	1	0	27
Information Technology	28	27	1	0	0	0	27
Gov. & Public Affairs	25	21	4	3	0	1	25
Planning & Programs	111	100	11	10	0	5	115
Total	218	195	23	13	1	6	215



Attachment: CFO Charts (CFO Monthly Report)

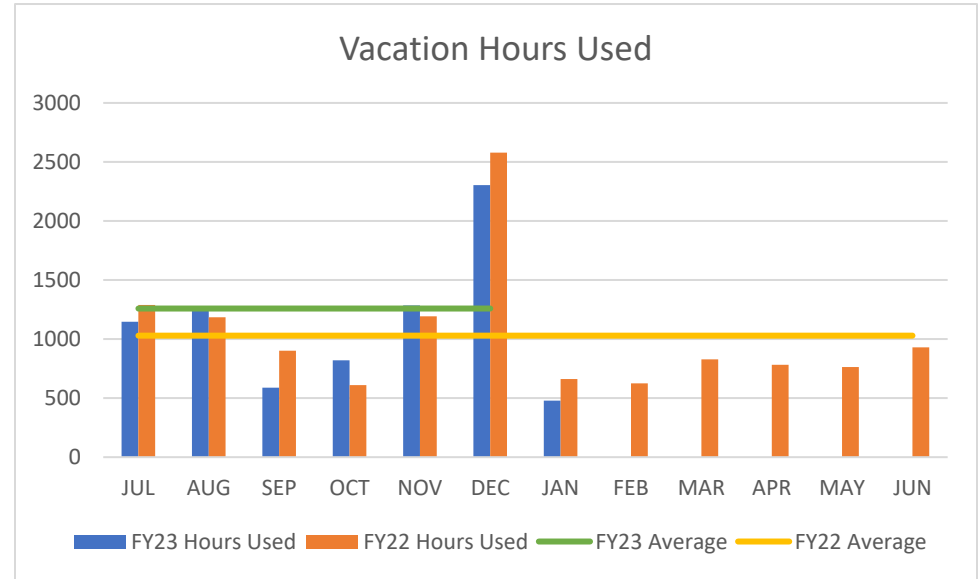
CFO Report

As of January 1, 2023

Vacation Update

Vacation Usage FY23

	Hours Used	Cost
Total	7,553.25	\$ 493,229.30
Average	57.21	\$ 3,736.59
# of Staff	132	
% of Staff	67.70%	



Vacation Cash Out Pilot Program Usage in FY23 and FY22

	FY23 Hours Used	FY23 Cost	FY22 Hours Used	FY22 Cost
Total	790	\$ 56,163.30	880.00	\$ 63,892.80
Average	40	\$ 2,808.17	38.26	\$ 2,777.95
Lowest	40	\$ 1,413.30	20	\$ 1,227.00
Highest	40 (max)	\$ 6,140.80	40 (max)	\$ 5,902.40
# of Staff	20		22	
% of Staff	10.26%		12.29%	

Attachment: CFO Charts (CFO Monthly Report)