



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

#### REGIONAL COUNCIL OFFICERS

President

**Bill Jahn, Big Bear Lake**

First Vice President

**Randon Lane, Murrieta**

Second Vice President

**Rex Richardson, Long Beach**

Immediate Past President

**Alan D. Wapner, San Bernardino  
County Transportation Authority**

#### COMMITTEE CHAIRS

Executive/Administration

**Bill Jahn, Big Bear Lake**

Community, Economic &  
Human Development

**Peggy Huang, Transportation  
Corridor Agencies**

Energy & Environment

**Linda Parks, Ventura County**

Transportation

**Cheryl Viegas-Walker, El Centro**

## REGULAR MEETING NO. 612

# REGIONAL COUNCIL

***Thursday, June 6, 2019  
12:15 PM - 2:00 PM***

**SCAG MAIN OFFICE  
900 Wilshire Blvd., Ste. 1700  
Regional Council Room  
Los Angeles, CA 90017  
(213) 236-1800**

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

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



### RC - Regional Council *Members – June 2019*

1. **Hon. Bill Jahn**  
President, Big Bear Lake, RC District 11
  2. **Hon. Randon Lane**  
1st Vice President, Murrieta, RC District 5
  3. **Hon. Rex Richardson**  
2nd Vice President, Long Beach, RC District 29
  4. **Hon. Alan Wapner**  
Imm. Past President, SBCTA Rep.
  5. **Hon. Sean Ashton**  
Downey, RC District 25
  6. **Hon. Rusty Bailey**  
Riverside, RC District 68
  7. **Hon. Kathryn Barger**  
Los Angeles County
  8. **Hon. Megan Beaman-Jacinto**  
Coachella, RC District 66
  9. **Hon. Ben Benoit**  
Air District Representative
  10. **Hon. Stacy Berry**  
Cypress, RC District 18
  11. **Hon. Bob Blumenfield**  
Los Angeles, RC District 50
  12. **Hon. Mike Bonin**  
Los Angeles, RC District 58
  13. **Hon. Art Brown**  
Buena Park, RC District 21
  14. **Hon. Wendy Bucknum**  
Mission Viejo, RC District 13
  15. **Hon. Joe Buscaino**  
Los Angeles, RC District 62
  16. **Hon. Michael Carroll**  
Irvine, RC District 14
-



- 17. Hon. Gilbert Cedillo**  
Los Angeles, RC District 48
  - 18. Hon. Margaret Clark**  
Rosemead, RC District 32
  - 19. Hon. Jonathan Curtis**  
La Canada Flintridge, RC District 36
  - 20. Hon. Steve DeRuse**  
La Mirada, RC District 31
  - 21. Hon. Margaret Finlay**  
Duarte, RC District 35
  - 22. Hon. Eric Garcetti**  
Member-at-Large
  - 23. Hon. James Gazeley**  
Lomita, RC District 39
  - 24. Hon. Lena Gonzalez**  
Long Beach, RC District 30
  - 25. Sup. Curt Hagman**  
San Bernardino County
  - 26. Hon. Jan Harnik**  
RCTC Representative
  - 27. Hon. Marqueece Harris-Dawson**  
Los Angeles, RC District 55
  - 28. Hon. Steven Hofbauer**  
Palmdale, RC District 43
  - 29. Hon. Tim Holmgren**  
Fillmore, RC District 47
  - 30. Hon. Peggy Huang**  
TCA Representative
  - 31. Hon. Jose Huizar**  
Los Angeles, RC District 61
  - 32. Hon. Cecilia Iglesias**  
Santa Ana, RC District 16
  - 33. Hon. Mike Judge**  
VCTC Representative
-



- 34. Hon. Kathleen Kelly**  
Palm Desert, RC District 2
  - 35. Hon. Paul Koretz**  
Los Angeles, RC District 52
  - 36. Hon. Paul Krekorian**  
Los Angeles, RC District 49
  - 37. Hon. Clint Lorimore**  
Eastvale, RC District 4
  - 38. Hon. Marisela Magana**  
Perris, RC District 69
  - 39. Hon. Steve Manos**  
Lake Elsinore, RC District 63
  - 40. Hon. Jorge Marquez**  
Covina, RC District 33
  - 41. Hon. Ray Marquez**  
Chino Hills, RC District 10
  - 42. Hon. Nury Martinez**  
Los Angeles, RC District 53
  - 43. Hon. Larry McCallon**  
Highland, RC District 7
  - 44. Hon. Brian McDonald**  
Tribal Govt Regl Plng Board
  - 45. Hon. Marsha McLean**  
Santa Clarita, RC District 67
  - 46. Hon. Dan Medina**  
Gardena, RC District 28
  - 47. Hon. L. Dennis Michael**  
Rancho Cucamonga, RC District 9
  - 48. Hon. Fred Minagar**  
Laguna Niguel, RC District 12
  - 49. Hon. Judy Mitchell**  
Rolling Hills Estates, RC District 40
  - 50. Hon. Steve Nagel**  
Fountain Valley, RC District 15
-



- 51. Hon. Frank Navarro**  
Colton, RC District 6
  - 52. Hon. Mitch OFarrell**  
Los Angeles, RC District 60
  - 53. Hon. Trevor O'Neil**  
Anaheim, RC District 19
  - 54. Sup. Linda Parks**  
Ventura County
  - 55. Sup. Luis Plancarte**  
Imperial County
  - 56. Hon. David Pollock**  
Moorpark, RC District 46
  - 57. Hon. Jim Predmore**  
ICTC Representative
  - 58. Hon. Curren Price**  
Los Angeles, RC District 56
  - 59. Hon. Chuck Puckett**  
Tustin, RC District 17
  - 60. Hon. Carmen Ramirez**  
Oxnard, RC District 45
  - 61. Hon. Rita Ramirez**  
Victorville, RC District 65
  - 62. Hon. Teresa RealSebastian**  
Monterey Park, RC District 34
  - 63. Hon. Deborah Robertson**  
Rialto, RC District 8
  - 64. Hon. Monica Rodriguez**  
Los Angeles, RC District 54
  - 65. Hon. David Ryu**  
Los Angeles, RC District 51
  - 66. Hon. Meghan Sahli-Wells**  
Culver City, RC District 41
  - 67. Hon. Ali Saleh**  
Bell, RC District 27
-



- 68. Hon. Tim Sandoval**  
Pomona, RC District 38
  - 69. Hon. Sonny Santalnes**  
Bellflower, RC District 24
  - 70. Hon. Lyn Semeta**  
Huntington Beach, RC District 64
  - 71. Hon. Emma Sharif**  
Compton, RC District 26
  - 72. Hon. David Shapiro**  
Calabasas, RC District 44
  - 73. Hon. Marty Simonoff**  
Brea, RC District 22
  - 74. Sup. Hilda Solis**  
Los Angeles County
  - 75. Hon. Karen Spiegel**  
Riverside County
  - 76. Hon. Tri Ta**  
Westminster, RC District 20
  - 77. Hon. Jess Talamantes**  
Burbank, RC District 42
  - 78. Hon. Steve Tye**  
Diamond Bar, RC District 37
  - 79. Hon. Cheryl Viegas-Walker**  
El Centro, RC District 1
  - 80. Hon. Donald Wagner**  
Orange County
  - 81. Hon. Herb Wesson**  
Los Angeles, RC District 57
  - 82. Mr. Randall Lewis**  
Ex-Officio Member, Business Representative
-



Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700 – Regional Council Room  
Los Angeles, California 90017  
**Thursday, June 6, 2019**  
**12:15 PM**

The Regional Council 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 Bill Jahn, President)*

### **PUBLIC COMMENT PERIOD**

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

### **REVIEW AND PRIORITIZE AGENDA ITEMS**

#### **ACTION/DISCUSSION ITEM/S**

1. 2019 SCAG Scholarship Program Page 9  
*(Councilmember Cheryl Viegas-Walker, Chair, Scholarship Committee)*

#### **RECOMMENDED ACTION:**

Approve Scholarship Committee recommendations for the 2019 SCAG Scholarship Program Award.

#### **CONSENT CALENDAR**

##### Approval Items

2. Minutes of the Meeting - May 2, 2019 Page 12
  3. Approval for Additional Stipend Payments Page 19
  4. Legal Services Contract Page 21
  5. Proposed Revisions to Regional Council Policy Manual related to  
Regional Council District Representative Election Procedures Page 23
  6. Regional Housing Needs Assessment (RHNA) Consultation Package to the  
State Department of Housing and Community Development (HCD) Page 29
  7. Active Transportation Database Caltrans Partnership Page 46
  8. AB 11 (Chiu) – Community Redevelopment Law of 2019 Page 50
  9. AB 47 (Daly) - Driver Records: Points: Distracted Driving Page 55
  10. AB 335 (Garcia) - Imperial County Transportation Commission Page 58
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11. S. 923 (Feinstein) - Fighting Homelessness through Services and Housing Act Page 60
12. Notice of Exemption (NOE) for the SCAG 2019 Local Demonstration Initiative Page 63
13. Notice of Exemption (NOE) San Gabriel Valley Greenway Network Implementation Plan Page 75
14. SCAG Memberships and Sponsorships Page 84
15. Contracts \$200,000 or Greater: 19-030-C01, SCAG Regional Greenprint Page 86
16. Contracts \$200,000 or Greater: 19-050-C01, Riverside Active Transportation Plan (ATP) Phase 2 Page 93
17. Contracts \$200,000 or Greater: 19-040-C01, City of Wildomar Active Transportation Plan Page 110

### Receive and File

18. SCAG Randall Lewis Employee Wellness Program Page 123
19. Connect SoCal Technical Methodology Submittal to California Air Resources Board Page 130
20. June State and Federal Legislative Monthly Update Page 177
21. Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 - \$74,999 Page 183
22. CFO Monthly Report Page 219

### **BUSINESS REPORT**

***(Randall Lewis, Ex-Officio Member)***

### **PRESIDENT'S REPORT**

***(The Honorable Bill Jahn, President)***

### **EXECUTIVE DIRECTOR'S REPORT**

***(Kome Ajise Executive Director)***

### **FUTURE AGENDA ITEM/S**

### **ANNOUNCEMENT/S**

SCAG will be "dark" for the month of July. The next regular meeting of the Regional Council is scheduled for Thursday, August 1, 2019 at the SCAG main office, 900 Wilshire Boulevard, Suite 1700, Los Angeles, CA 90017.

### **ADJOURNMENT**

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Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
June 6, 2019

To: Regional Council (RC)

EXECUTIVE DIRECTOR'S
APPROVAL

From: Kome Ajise, Executive Director, Executive Management,
213-236-1835, Ajise@scag.ca.gov

Kome Ajise

Subject: 2019 SCAG Scholarship Program

RECOMMENDED ACTION:

Approve Scholarship Committee recommendations for the 2019 SCAG Scholarship Program Award.

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 4: Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration.

EXECUTIVE SUMMARY:

The Scholarship Committee at its meeting on May 24, 2019 recommended ten (10) students total to receive the 2019 SCAG Scholarship Award: One (1) student each from Imperial, Orange, Riverside, San Bernardino, and Ventura Counties; two (2) students from Los Angeles County; one (1) additional recipient from Los Angeles County; one (1) additional recipient from Orange County; and one (1) additional recipient—whose award is funded by the California Transportation Foundation—from San Bernardino County. This year, SCAG received one hundred eleven (111) applications in total, and twenty-four (24) of those were forwarded to the Scholarship Committee for further evaluation.

BACKGROUND:

In July 2009, the Regional Council approved the SCAG Scholarship Pilot Program, which is intended to provide financial support to a select group of high school and community college students and offer local planning experience that students can use to develop their long-term career goals. Now in its ninth year, the program is open to high school juniors and seniors and community college students who reside in the six-county SCAG region. Students applying are required to have a minimum 3.0 grade point average and must be enrolled in higher education, if graduating. As part of the application, students are required to submit a completed application form; a minimum 500-word essay, describing their interests in urban planning and public policy; two (2) letters of recommendation; and a current transcript of records.

In addition to a monetary award of \$4,000, recipients will also participate in a two-week internship with SCAG or a local planning agency. The purpose of the internship is to introduce students to a career in urban planning and local government, and scholarship recipients will be expected to perform light office work and attend meetings with a designated mentor. The recipients will have

the opportunity to meet with government representatives, including elected officials and urban planners.

Applications for the SCAG Scholarship Program were due (postmarked) by Friday, April 26, 2019. SCAG received a total of one hundred eleven (111) applications from throughout the SCAG region. There was one (1) application from Imperial County, twenty-nine (29) from Los Angeles County, fourteen (14) from Orange County, seventeen (17) from Riverside County, forty-seven (47) from San Bernardino County, and three (3) from Ventura County. Applications were screened based on the minimum requirements and on the interests described in the essay portion. Although a majority of the applicants met the minimum requirements, those students that exhibited some interest in planning, public policy, and/or government were selected to be forwarded to the Scholarship Committee.

The Scholarship Committee was comprised of seven (7) Executive/Administration Committee (EAC) members, four (4) Regional Council (RC) members, and three (3) members of academia:

- |                                |   |
|--------------------------------|---|
| 1. Cheryl Viegas-Walker, Chair | District 1                              |
| 2. Margaret Clark              | District 32                             |
| 3. Jonathan Curtis             | District 36                             |
| 4. Margaret Finlay             | District 35                             |
| 5. Jan Harnik                  | RCTC                                    |
| 6. Clint Lorimore              | District 4                              |
| 7. Ray Marquez                 | District 10                             |
| 8. James Mulvihill             | District 7                              |
| 9. Frank Navarro               | District 6                              |
| 10. Alan Wapner                | SBCTA                                   |
| 11. Randall Lewis              | EAC Ex Officio, Business Representative |
| 12. Dohyung Kim, Ph.D.         | Cal Poly Pomona                         |
| 13. Ronald Loveridge, Ph.D.    | University of California, Riverside     |
| 14. James Moore, Ph.D.         | University of Southern California       |

Staff forwarded twenty-four (24) applications, consisting of one (1) from Imperial County, eight (8) from Los Angeles County, three (3) from Orange County, four (4) from Riverside County, six (6) from San Bernardino County, and two (2) from Ventura County, to the Scholarship Committee for further evaluation. Committee members reviewed the applications and made recommendations based on the interests described in their essay, career goals, and other activities in each student's respective school and surrounding community. At its meeting on May 24, 2019, the Scholarship Committee recommended that the following students receive a 2019 SCAG Scholarship Program Award:

- |                      |                                |
|----------------------|--------------------------------|
| - Imperial County    | Mariano Peinado (El Centro)    |
| - Los Angeles County | Arianna Gonzalez (North Hills) |
| - Los Angeles County | Do Khym (Cerritos)             |
| - Orange County      | Morgan Kopecky (Irvine)        |
| - Riverside County   | Daniel Sosa (Riverside)        |

- 
- San Bernardino County Kayla Ferrer (Adelanto)
  - Ventura County Sarah Laufenberg (Thousand Oaks)

Once the Scholarship Committee finalized its slate of recommendations to be forwarded to the Regional Council, the Committee discussed whether or not they wanted to consider any applicants for an additional discretionary scholarship award. After a short deliberation, Committee members recommended that the two following students also receive a 2019 SCAG Scholarship Program Award:

- Los Angeles County Darling Gonzalez (Bell Gardens)
- Orange County Shaun Howard (Aliso Viejo)

Apart from the SCAG-funded awards, the California Transportation Foundation is partnering with SCAG to provide funding for one (1) additional scholarship award. The California Transportation Foundation was founded in 1988 to create a charity that would support the Caltrans community, but later expanded to serve private sector and other public transportation agency employees as well. After a short deliberation, Committee members recommended that the following student receive the California Transportation Foundation-funded 2019 SCAG Scholarship Program Award:

- San Bernardino County Kathryn Lopez (San Bernardino)

The SCAG Scholarship Program and related staff support has been—and continues to be—funded from the SCAG General Fund. The primary source of the General Fund is the collection of SCAG’s annual membership assessments, and the use of the General Fund is determined by SCAG’s Regional Council and General Assembly. Each year, the General Fund Budget is reviewed and approved by the Regional Council and is subsequently adopted by the General Assembly. The Scholarship Program is included as part of the General Fund Budget. While the California Constitution prohibits gifts of public funds under Article XVI, Section 6, the prohibition does not preclude expenditures and disbursements for public purposes even if a private person incidentally benefits from that expenditure or disbursement (also known as the “public purpose exception”). There is case law to support that the appropriation of public money for the public purpose of furthering the education of the young is not a gift of public funds. Therefore, staff concludes that the use of the General Fund to pursue SCAG’s Scholarship Program is not an unconstitutional gift of public funds and falls within the rule of “public purpose exception.”

**FISCAL IMPACT:**

The SCAG Scholarship Program cost for nine (9) scholarship awards is \$36,000. Funds are included in the FY 2018-2019 General Fund Budget.



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700
Los Angeles, CA 90017

NO. 611
SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
REGIONAL COUNCIL
MINUTES OF THE MEETING
THURSDAY, MAY 2, 2019

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE REGIONAL COUNCIL. A VIDEO RECORDING OF THE ACTUAL MEETING IS AVAILABLE ON THE SCAG WEBSITE AT: http://scag.igm2.com/Citizens/

In conjunction with the Regional Conference and General Assembly, the Regional Council of the Southern California Association of Governments (SCAG) held its regular meeting at the JW Marriott Resort and Spa, 74-855 Country Club Drive, Palm Desert, CA 92260. A quorum was present.

Members Present

- Hon. Alan D. Wapner, President
Hon. Bill Jahn, 1st Vice President
Hon. Randon Lane, 2nd Vice President
Hon. Margaret E. Finlay, Imm. Past President
Supervisor Luis Plancarte
Supervisor Linda Parks
Supervisor Karen Spiegel
Supervisor Curt Hagman
Hon. Peggy Huang
Hon. James Predmore
Hon. Jan Harnik
Hon. Mike T. Judge
Hon. Ben Benoit
Hon. Cheryl Viegas-Walker
Hon. Kathleen Kelly
Hon. Clint Lorimore
Hon. Frank Navarro
Hon. James Mulvihill
Hon. Deborah Robertson
Hon. Ray Marquez
Hon. Fred Minagar
Hon. Christina Shea
Hon. Cecilia Iglesias
Ontario
Big Bear Lake
Murrieta
Duarte
Yorba Linda
Holtville
Palm Desert
Simi Valley
Wildomar
El Centro
Palm Desert
Eastvale
Colton
San Bernardino
Rialto
Chino Hills
Laguna Niguel
Irvine
Santa Ana
SBCTA
District 11
District 5
District 35
Imperial County
Ventura County
Riverside County
San Bernardino County
TCA
ICTC
RCTC
VCTC
Air District Representative
District 1
District 2
District 4
District 6
District 7
District 8
District 10
District 12
District 14
District 16

Attachment: Minutes of the Meeting - May 2, 2019 (Minutes of the Meeting - May 2, 2019)

**Members Present...continued**

Hon. Charles Puckett	<i>Tustin</i>	District 17
Hon. Stacy Berry	<i>Cypress</i>	District 18
Hon. Trevor O'Neill	<i>Anaheim</i>	District 19
Hon. Art Brown	<i>Buena Park</i>	District 21
Hon. Marty Simonoff	<i>Brea</i>	District 22
Hon. Sean Ashton	<i>Downey</i>	District 25
Hon. Ali Saleh	<i>Bell</i>	District 27
Hon. Dan Medina	<i>Gardena</i>	District 28
Hon. Rex Richardson	<i>Long Beach</i>	District 29
Hon. Margaret Clark	<i>Rosemead</i>	District 32
Hon. Steve De Ruse	<i>La Mirada</i>	District 31
Hon. Jorge Marquez	<i>Covina</i>	District 33
Hon. Teresa Real-Sebastian	<i>Monterey Park</i>	District 34
Hon. Jonathan Curtis	<i>La Cañada Flintridge</i>	District 36
Hon. James Gazeley	<i>Lomita</i>	District 39
Hon. Judy Mitchell	<i>Rolling Hills Estates</i>	District 40
Hon. Meghan Sahli-Wells	<i>Culver City</i>	District 41
Hon. Jess Talamantes	<i>Burbank</i>	District 42
Hon. Steven Hofbauer	<i>Palmdale</i>	District 43
Hon. David Shapiro	<i>Calabasas</i>	District 44
Hon. Carmen Ramirez	<i>Oxnard</i>	District 45
Hon. David Pollock	<i>Moorpark</i>	District 46
Hon. Tim Holmgren	<i>Fillmore</i>	District 47
Hon. Steve Manos	<i>Lake Elsinore</i>	District 63
Hon. Rita Ramirez	<i>Victorville</i>	District 65
Hon. Megan Beaman Jacinto	<i>Coachella</i>	District 66
Hon. Marsha McLean	<i>Santa Clarita</i>	District 67
Hon. Rusty Bailey	<i>Riverside</i>	District 68
Hon. Marisela Magana	<i>Perris</i>	District 69
Mr. Randall Lewis	<i>Lewis Group of Companies</i>	Business Representative

**Members Not Present**

Supervisor Hilda Solis		Los Angeles County
Supervisor Kathryn Barger		Los Angeles County
VACANT		Orange County
VACANT		District 3
Hon. L. Dennis Michael	<i>Rancho Cucamonga</i>	District 9
Hon. Wendy Bucknum	<i>Mission Viejo</i>	District 13
Hon. Steve Nagel	<i>Fountain Valley</i>	District 15
Hon. Tri Ta	<i>Westminster</i>	District 20
VACANT		District 23
Hon. Emma Sharif	<i>Compton</i>	District 26
Hon. Sonny Santa Ines	<i>Bellflower</i>	District 24
Hon. Lena Gonzalez	<i>Long Beach</i>	District 30

**Members Not Present...continued**

Hon. Carol Herrera	<i>Diamond Bar</i>	District 37
Hon. Tim Sandoval	<i>Pomona</i>	District 38
Hon. Gilbert Cedillo	<i>Los Angeles</i>	District 48
Hon. Paul Krekorian	<i>Los Angeles</i>	District 49/Public Transit Rep.
Hon. Bob Blumenfield	<i>Los Angeles</i>	District 50
Hon. David Ryu	<i>Los Angeles</i>	District 51
Hon. Paul Koretz	<i>Los Angeles</i>	District 52
Hon. Nury Martinez	<i>Los Angeles</i>	District 53
Hon. Monica Rodriguez	<i>Los Angeles</i>	District 54
Hon. Marqueece Harris-Dawson	<i>Los Angeles</i>	District 55
Hon. Curren D. Price, Jr.	<i>Los Angeles</i>	District 56
Hon. Herb Wesson, Jr.	<i>Los Angeles</i>	District 57
Hon. Mike Bonin	<i>Los Angeles</i>	District 58
VACANT	<i>Los Angeles</i>	District 59
Hon. Mitch O’Farrell	<i>Los Angeles</i>	District 60
Hon. José Huizar	<i>Los Angeles</i>	District 61
Hon. Joe Buscaino	<i>Los Angeles</i>	District 62
Hon. Lyn Semeta	<i>Huntington Beach</i>	District 64
Hon. Eric Garcetti	<i>Los Angeles</i>	Member-at-Large
VACANT		Tribal Gov’t Reg’l Planning Brd.

**Staff Present**

- Kome Ajise, Executive Director
- Darin Chidsey, Chief Operating Officer
- Frank J. Lizarraga, Jr. General Counsel
- Joann Africa, Chief Counsel/Director, Legal Services
- Art Yoon, Director, Policy and Public Affairs
- Basil Panas, Chief Financial Officer
- Julie Loats, Chief Information Officer
- Tess Rey-Chaput, Office of Regional Council Support
- Vicki Hahn, Office of Regional Council Support

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

The Honorable Alan D. Wapner, President, called the meeting to order at 9:00 a.m. and asked SCAG Executive Director Kome Ajise to lead the Pledge of Allegiance.

**PUBLIC COMMENT PERIOD**

President Wapner opened the public comment period.

There being no public comment speakers, President Wapner closed the public comment period.

## **REVIEW AND PRIORITIZE AGENDA ITEMS**

There was no request to prioritize agenda items.

## **RECESS TO CLOSED SESSION**

President Wapner announced the Regional Council would recess into Closed Session and asked the Regional Council members to proceed to the assigned for the Closed Session meeting room, Salon G of the JW Marriott.

## **PUBLIC EMPLOYMENT**

Title: Executive Director

Pursuant to California Government Code Section 54957 (b) (1)

## **RECONVENE IN OPEN SESSION**

At the conclusion of the Closed Session, at approximately 9:45 a.m., the Regional Council reconvened in Open Session. President Wapner asked General Counsel Frank Lizarraga to provide a report.

Mr. Lizarraga reported that the Regional Council discussed the following key terms for the Employment Agreement for Kome Ajise as SCAG's new Executive Director, as follows:

- (1) An annual base salary of \$335,000 commencing April 5, 2019;
- (2) A monthly automobile allowance of \$750;
- (3) An annual performance evaluation by the Executive/Administration Committee (EAC) and thereafter ratified by the Regional Council in accordance with the SCAG Bylaws; and
- (4) Sick Leave, Vacation Leave, Retirement and other benefits accrued shall be carried forward in accordance with SCAG's Personnel Rules.

## **ACTION/DISCUSSION ITEM**

### 1. Employment Agreement for Executive Director

President Wapner introduced the item and indicated a correction on the amount of the monthly automobile allowance which is \$750.

Supervisor Linda Parks, Ventura County, recommended using the automobile allowance for alternative transportation and not limit to "automobile." President Wapner acknowledged the request.

A MOTION was made (Viegas-Walker) to approve the negotiated key terms of Employment Agreement for Kome Ajise as Executive Director effective April 5, 2019 as discussed in Closed Session and authorize the SCAG President to execute and approve the Employment Agreement with the corrected amount of \$750 for a monthly transportation allowance. Motion was SECONDED (Richardson) and passed by the following votes:

**FOR:** Ashton, Bailey, Beaman-Jacinto, Benoit, Berry, Brown, Clark, Curtis, De Ruse, Finlay, Gazeley, Harnik, Holmgren, Hofbauer, Huang, Jahn, Judge, Kelly, Lane, Lorimore, J. Marquez; R. Marquez; McLean, Minagar, Mitchell, Mulvihill, Navarro, O'Neil, Parks, Plancarte, Predmore, Pollock, Puckett, C. Ramirez; R. Ramirez; Richardson, Robertson, Sahli-Wells, Saleh, Shapiro, Shea, Simonoff, Viegas-Walker and Wapner (44).

**AGAINST:** None (0).

**ABSTAIN:** None (0).

2. Adoption of the Fiscal Year 2019-20 Final Comprehensive Budget

President Wapner introduced the item and asked Basil Panas, Chief Financial Officer, to provide background information.

A MOTION was made (Talamantes) that the Regional Council (1) adopt the Fiscal year 2019-20 Final Comprehensive Budget and corresponding Resolution No. 19-611-1; and (2) authorize the submittal of the FY 2019-20 Final Overall Work Program (OW) to the California Department of Transportation (Caltrans), Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). Motion was SECONDED (Predmore) and passed by the following votes:

**FOR:** Ashton, Bailey, Beaman-Jacinto, Benoit, Berry, Brown, Clark, Curtis, De Ruse, Finlay, Gazeley, Hagman, Harnik, Holmgren, Hofbauer, Huang, Jahn, Judge, Kelly, Lane, Lorimore, J. Marquez; R. Marquez; McLean, Minagar, Mitchell, Mulvihill, Navarro, O'Neil, Parks, Plancarte, Predmore, Pollock, Puckett, C. Ramirez; R. Ramirez; Richardson, Robertson, Saleh, Sahli-Wells, Shapiro, Shea, Simonoff, Talamantes, Viegas-Walker and Wapner (46).

**AGAINST:** None (0).

**ABSTAIN:** None (0).

**CONSENT CALENDAR**

**Approval Items**

3. Minutes of the Meeting – May 2, 2019
4. Approval for Additional Stipend Payments
5. Contract Amendment that exceeds \$75,000 as well as 30% of the contract's original value
6. Contract \$200,000 or Greater: 19-034-C01, Integrated Passenger and Freight Rail Forecast
7. Contract \$200,000 or Greater: 19-038-C01, Inland Empire Comprehensive Corridor Plans
8. AB 252 (Daly, Frazier) – DOT Environmental Review Process
9. AB 1093 (Rubio) – Municipal Separate Storm Sewer Systems

**Receive and File**

10. State and Federal Legislative Monthly Update
11. CFO Monthly Report



A MOTION was made (Ashton) to approve Consent Calendar Agenda Items 3 through 11. Motion was SECONDED (Shapiro) and passed by the following votes:

**FOR:** Ashton, Bailey, Beaman-Jacinto, Benoit, Berry, Brown, Clark, Curtis, De Ruse, Finlay, Gazeley, Hagman, Harnik, Holmgren, Hofbauer, Huang, Jahn, Judge, Kelly, Lane, Lorimore, J. Marquez; R. Marquez; McLean, Minagar, Mitchell, Mulvihill, Navarro, O'Neil, Parks, Plancarte, Predmore, Pollock, Puckett, C. Ramirez; R. Ramirez; Richardson, Robertson, Saleh, Sahli-Wells, Shapiro, Shea, Simonoff, Talamantes, Viegas-Walker and Wapner (46).

**AGAINST:** None (0).

**ABSTAIN:** None (0).

**BUSINESS REPORT**

As the business representative of the Regional Council, Randall Lewis, ex-officio member, congratulated outgoing President Wapner for his accomplishments in the past year. Mr. Lewis provided an update regarding the soaring economy, employment growth and reported the stock market is under control. While there is no indication the current state of California's economy is going to change, Mr. Lewis offered caution. He reported there are articles indicating that investors are moving their businesses out of California for lower wages but there are also indicators that businesses are re-allocating future investments in California as the state is too big of a market to not invest. Mr. Lewis discussed the impact of demographic changes and referenced an article that California had its slowest growth rate in its history last year as the country's most populous state was hit by fewer immigration, decline in births and high housing costs. Incidentally, SCAG is hosting its Annual Demographics Workshop on June 11, 2019, Mr. Lewis invited the members and their colleagues to participate. He also reminded the members to pick-up a copy of their respective city's Local Profiles, a resource guide to provide jurisdictions with updated data and analysis to support community planning and outreach efforts. Finally, Mr. Lewis provided an update on a recent SCAG Legislative Advocacy trip to Sacramento with members of the Global Land Use and Economic (GLUE) Council. He reported the Senate is working on several housing bills that may affect local control and may have a greater impact within our communities.

**EXECUTIVE DIRECTOR'S REPORT**

Kome Ajise, Executive Director, thanked SCAG's leadership and the Regional Council for the confidence bestowed upon him to serve as the agency's Executive Director. With appreciation and humility, Mr. Ajise stated looking forward to serving and working with the members to best maintain the agency's high profile and high standard in moving forward to the next level. Under the leadership of President Wapner, the past year had been very busy as shown in the Year in Review video. He stated there will be more work in the coming year with the goal of creating an agency that is ready for the future with an intent focus on technology; ensure refreshing and revisiting our stakeholder management; and investing in staff development. With these three (3) key initiatives, he stated providing a periodic reporting of the progress to the Regional Council.

**PRESIDENT'S REPORT**

President Wapner referenced the Year in Review report which details his accomplishments in the past year.

In honor and recognition of outgoing members of the Regional Council and policy committees, President Wapner acknowledged the following members and thanked each of them for their contribution to SCAG and their service to the region as a whole: former SCAG Presidents Michele Martinez, Pam O'Connor and Glen Becerra; former Regional Council members Kristine Murray, Barbara Messina, Sam Pedroza, John Procter, Jeff Giba and Laura Rosenthal; and former Energy and Environment Committee member Larry Forrester.

**FUTURE AGENDA ITEM/S**

None

**ANNOUNCEMENT/S**

President Wapner asked the Regional Council to join him in a moment of silence to recognize members of the Regional Council who recently passed away: former SCAG Presidents Ron Roberts and Greg Pettis; and former Regional Council member Jim Hyatt.

**ADJOURNMENT**

There being no further business, President Wapner adjourned the Regional Council meeting at 10:01 a.m.

The next regular meeting of the Regional Council is scheduled for Thursday, June 6, 2019, at the SCAG main office, 900 Wilshire Boulevard, Suite 1700, Los Angeles, CA 90017.

[MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE REGIONAL COUNCIL]

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Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
June 6, 2019

To: Regional Council (RC)

EXECUTIVE DIRECTOR'S
APPROVAL

From: Kome Ajise, Executive Director, Executive Management,
213-36-1835, Ajise@scag.ca.gov

Handwritten signature: Kome Ajise

Subject: Approval for Additional Stipend Payments

RECOMMENDED ACTION:

Approve additional stipend payments, pursuant to Regional Council Policy Manual, Article VIII, Section B(4) [adopted May 2018], as requested by Immediate Past President Alan D. Wapner.

STRATEGIC PLAN:

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

EXECUTIVE SUMMARY:

Pursuant to the Regional Council Stipend Policy, staff is seeking Regional Council approval for additional stipends for SCAG Immediate Past President Alan D. Wapner.

BACKGROUND:

In accordance with the Regional Council Policy Manual, Article VIII, Section B(4) [adopted May 2018] "Representatives of Regional Council Members may receive up to six (6) Stipends per month and the SCAG President may authorize two (2) additional Stipends in a single month on a case-by-case basis. SCAG's First Vice President, Second Vice President and Immediate Past President may receive up to nine (9) Stipends per month. SCAG's President may receive up to twelve (12) Stipends per month. Approval by the Regional Council is required for payment of any Stipends in excess of the limits identified herein."

For the month of April 2019, Immediate Past President Wapner attended the following for SCAG which will count towards his 13th through 19th stipend requests:

Table with 3 columns: No., Meeting Date, Meeting Name. Rows include meetings from April 12 to April 30, such as OCCOG General Assembly, Meeting with SCAG Executive Director, and Aviation Task Force (ATF) Meeting.



**FISCAL IMPACT:**

Funds for stipends are included in the General Fund Budget (800-0160.01: Regional Council).





Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**June 6, 2019**

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

**EXECUTIVE DIRECTOR'S  
APPROVAL**

**From:** Joann Africa, Chief Counsel, Legal Services, (213) 236-1928,  
Africa@scag.ca.gov

**Subject:** Legal Services Contract

**RECOMMENDED ACTION:**

Approve an amendment to the legal services contract for PC Law Group in amount of \$200,000.

**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:**

*Staff seeks to amend the contract of PC Law Group to increase its respective contract value. SCAG's policy provides that the Chief Counsel may enter into legal service contracts on behalf of the agency provided the services are under \$25,000, with said services requiring Regional Council approval should they exceed \$25,000. The subject contract was previously authorized by the Chief Counsel in FY 2017-18. Based upon services anticipated by the Chief Counsel with respect to the legal review of the Program Environmental Impact Report (PEIR) for Connect SoCal, staff seeks to increase the contract value of the firm's contract by \$200,000 for FY 19-20.*

**BACKGROUND:**

As background, SCAG entered into Contract No. 18-002-SS1 with PC Law Group in June 2017 for attorney Patricia Chen to serve as the agency's special counsel to provide legal services related to the PEIR and California Environmental Quality Act (CEQA) matters in general, with an hourly rate of \$325 per hour. Since then, Ms. Chen has supported the SCAG legal and planning staff in developing the PEIR for Connect SoCal. Having served as special counsel to SCAG on CEQA matters since the 2004 Regional Transportation Plan, Ms. Chen is readily familiar with regional transportation planning and programmatic environmental reviews and has assisted other MPOs such as the Kern County Council of Governments in a similar capacity.

In FY 19-20, SCAG staff will complete the PEIR process for Connect SoCal as well as the 2020 RHNA process. It is anticipated that Ms. Chen who is familiar with both planning efforts will continue to assist SCAG staff. Staff seeks to increase the contract amount by \$200,000 for PC Law Group, which is comparable to the amount paid for the firm services in FY 15-16, when SCAG completed the 2016 RTP/SCS and associated PEIR.

**FISCAL IMPACT:**

Funding to amend the contract of PC Law Group will be allocated from 020-0161.04 and included as



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part of the budget for FY 2019-20.



Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
June 6, 2019

**To:** Executive/Administration Committee (EAC)  
Regional Council (RC)  
**From:** Joann Africa, Chief Counsel, Legal Services, (213) 236-1928,  
Africa@scag.ca.gov  
**Subject:** Proposed Revisions to Regional Council Policy Manual related  
to Regional Council District Representative Election  
Procedures

EXECUTIVE DIRECTOR'S  
APPROVAL

**RECOMMENDED ACTION:**

Review and approve proposed revisions to the Regional Council Policy Manual regarding the Regional Council District Representative Election Procedures.

**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:**

*This year, SCAG staff played a more active role in facilitating the elections of Regional Council District representatives and as a result, recognizes that aspects of the process can be improved. Specifically, staff is requesting to revise the RC District election procedures in the Regional Council Policy Manual to allow for greater opportunities for elected officials to participate in RC District elections by allowing teleconferencing for elections as well increasing the period of time for special elections when a representative position is vacant from 28 days to 45 days.*

*This request stems in part from circumstances following a recent election to fill the vacancy in RC District 2 resulting from the death of Regional Council member Greg Pettis within the Coachella Valley Association of Government (CVAG) subregion. The request was also reviewed and recommended for approval by the Bylaws and Resolutions Committee on March 21, 2019. Finally, Staff continues to work with CVAG's staff to explore other means to provide regional flexibility in the RC District election process which lead to additional changes to the RC Policy Manual for the Regional Council's review at a future date.*

**BACKGROUND:**

Article V of the Regional Council Policy Manual outlines the process for Regional Council District Representative elections. Article V was revised last year to provide that SCAG staff would oversee the election in coordination with subregional organizations. While the actual steps of the election process did not change, it was made more explicit that SCAG staff would play a more active role in noticing and facilitating the election of RC District representatives.

SCAG implemented this more active role earlier this year in coordination with the subregional organizations. In the case of CVAG, SCAG staff was responsible for noticing and facilitating the election process for its RC Districts, including the special election for RC District 2. SCAG's election procedures provides that each councilperson from all of the cities in the District may vote for the individual to serve as its District representative. In contrast, SCAG staff learned that it had been CVAG's customary practice to hold SCAG elections during the CVAG Executive Committee meeting, to which the Executive Committee member alone voted on behalf of each city. Following SCAG's process for the first time caused confusion within CVAG, which may have been heightened by SCAG's requirement that special elections take place within 28 days of the declaration of the vacancy. SCAG proceeded with facilitating the District 2 special election to which councilmembers had to be present to vote in the election. However, the unique circumstances from the District 2 special election led to CVAG's request for SCAG staff to review the RC District Election procedures.

Staff is amenable to revising the RC District election procedures to allow for greater opportunities for elected officials to participate in RC District elections. Specifically, staff requests that the Regional Council Policy Manual be revised to allow for teleconferencing for RC District elections as well increasing the period of time for special elections from 28 days to 45 days to address vacancies. The matter was reviewed by the Bylaws and Resolutions Committee on March 21, 2019, to which the Committee recommended its approval. In addition, staff continues to work with CVAG's staff to explore other means to provide regional flexibility in the RC District election process which could lead to additional changes to the RC Policy Manual for the Regional Council's review at a future date.

**FISCAL IMPACT:** SCAG staff's work on the RC District Election process is covered as part of the FY 18-19 Indirect Cost Budget.

**ATTACHMENT(S):**

1. Proposed changes to Article V (marked-up version)



1 ARTICLE V

2 DISTRICT REPRESENTATIVE APPOINTMENTS, ELECTION PROCEDURES AND  
3 NO CONFIDENCE VOTES

4 The appointment or election of District Representatives to serve on the Regional Council and the  
5 undertaking of a no confidence vote regarding a District Representative shall all be conducted in  
6 accordance with the following procedures.

7 **A. District Representative Eligibility** - Any elected member of the city council of a city that  
8 is a voting-eligible member of SCAG and that is part of a District may be appointed or elected to  
9 serve as a District Representative to the Regional Council if that city council member is then  
10 serving on the respective city council on the date of the District representative appointment or  
11 election.

12 **B. Single-City District Representative Appointments** - When a District encompasses only  
13 one city or part of only one city ("Single-City District"), that city shall appoint its District  
14 Representative(s) from among its city council members by action taken at a meeting of said city  
15 council or by any lawful appointment action or process deemed appropriate by the city. Unless  
16 otherwise required by the Regional Council, such appointments shall be made during even-  
17 numbered years for even-numbered Single-City Districts and odd-numbered years for odd-  
18 numbered Single-City Districts and shall be for two years in accordance with Article V A. (2)(b)  
19 of the Bylaws. The appointment of District Representatives from single-city Districts shall take  
20 place no later than twenty-eight days prior to the regular meeting of the General Assembly that  
21 is held each year unless otherwise required by the Regional Council.

22 **C. Multi-City District Representative Elections** - When a District encompasses more than  
23 one city ("Multi-City District"), a maximum of five (5) city council members from each of the voting-  
24 eligible cities in the Multi-City District shall be provided the opportunity to vote for the individual  
25 who will serve as the District Representative to ensure equity among cities in voting. In a voting-  
26 eligible city comprised of more than five (5) city council members, the mayor of such city shall  
27 appoint a maximum of five (5) members to vote in Multi-City District Representative Elections.  
28 Multi-City District Representative Elections shall be conducted in accordance with the following

- 1 policies and procedures:
- 2 (1) District Representatives from Multi-City Districts shall be elected by city council members  
3 from the cities in their respective Districts that are voting-eligible Members of SCAG as defined  
4 in Article II of SCAG's Bylaws.
- 5 (2) District Representative elections shall be held no later than twenty-eight days prior to the  
6 regular meeting of the General Assembly in even years for even-numbered Districts and in odd  
7 years for odd-numbered Districts unless otherwise required by the Regional Council or in the  
8 case of special elections of District representatives.
- 9 (3) District Representative elections shall be held: (i) prior to or during meetings of subregional  
10 organizations of the type identified in Article V A.(1)(a)(5) of the SCAG's Bylaws; or (ii) prior to or  
11 at division meetings of the League of California Cities; or (iii) at meeting locations and on meeting  
12 dates set by SCAG staff in cooperation with the cities in a District that are voting-eligible Members  
13 of SCAG.
- 14 (4) SCAG staff in consultation with subregional organizations will oversee all District  
15 Representative elections and will ensure that all members of the city councils within the District  
16 receive written notification two weeks in advance of any District Representative election,  
17 including a special election. Appendix A describes the two-step notification process that is  
18 provided to individuals who are eligible to be candidates in District Representative elections and  
19 to the cities whose city council members may vote in District Representative elections.
- 20 (5) For a District Representative election to be valid, there must be a quorum which shall consist  
21 of at least one city council member present from at least two-thirds of the voting-eligible SCAG  
22 member cities in the District.
- 23 (6) Nominations from the floor and, \_proxy voting ~~and teleconferencing~~ are not allowed.  
24 Teleconferencing for the District Representative election is allowed with written notification to all  
25 city council members from the cities in the respective District.
- 26 (7) District Representatives shall be elected by a majority of the votes of those city council  
27 members present with a quorum. In the event of a tie vote, additional balloting shall occur until  
28 a District Representative is elected.

1 (8) If there is only one candidate for District Representative that individual shall be declared the  
2 District Representative and no election shall be required.

3 **D. Term of District Representative** - The term of office for a District Representative shall be  
4 two years in accordance with Article V A. (2) of SCAG's Bylaws and shall commence in  
5 accordance with that same Article of the Bylaws.

6  
7 **E. District Representative Position Declared Vacant** - Notwithstanding Article V, Section  
8 D. above, if SCAG's President declares a District representative's position to be vacant in  
9 accordance with Article V A.(2)(a) of the Bylaws, a new appointment (in the case of a single-city  
10 District) or a special election that complies with all of the election policies described in this  
11 Article V and Appendix A (in the case of a multi-city District) shall take place within ~~forty-five~~  
12 ~~twenty-eight~~ (45) days of the declaration of a position vacancy unless otherwise specified by  
13 SCAG staff. A District Representative who is so appointed or elected shall assume his/her  
14 position immediately upon the appointment or election and shall serve the remainder of the  
15 unexpired District Representative term.

16 **F. Notification** - Written notification of the appointment or election of a District  
17 Representative shall be provided to the SCAG's Office of the Regional Council within 10  
18 business days of the respective appointment or election.

19 **G. District Representative No Confidence Vote** – Article V A.(2)(a) of SCAG's Bylaws  
20 indicates that the position of a District Representative shall be declared vacant by the SCAG  
21 President in the event of a no confidence vote undertaken in response to a resolution passed  
22 by all the cities in a District that are voting-eligible Members of SCAG. A no confidence vote by  
23 a District shall be conducted in accordance with the following procedures.

24 (1) A no confidence vote must be held within 30 days of the date on which the final city in the  
25 District approves a resolution calling for the no confidence vote.

26 (2) All city council members from all of the voting-eligible cities in the District must be given the  
27 opportunity to participate in a no confidence vote.

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(3) A no confidence vote shall be held: (i) prior to or during meetings of subregional organizations of the type identified in Article V A (1)(a)(5) of SCAG’s Bylaws; or (ii) prior to or at division meetings of the League of California Cities; or (iii) at meeting locations and on meeting dates that are arranged by SCAG staff in cooperation with the voting eligible cities in the District.

(4) SCAG staff will organize the notice and preparation for any no confidence vote and conduct the actual vote and will ensure that all members of the voting-eligible city councils within the District receive written notification two weeks in advance of any no confidence vote.

(5) For a no confidence vote to be valid, there must be a quorum which shall consist of at least one city council member present from at least two-thirds of the voting-eligible SCAG member cities in the District.

(6) Proxy voting is not allowed.

(7) A no confidence vote shall pass upon the affirmative, majority vote of those city council members present with a quorum.

**H. Incumbent District Representatives** – Notwithstanding the requirements of this Article V, incumbent District representatives shall retain their positions until the completion of their terms or until their position is vacated by order of the SCAG President.

**I. Effective Date of Appointment and Election Procedures** -The appointments and elections of all District representatives after July 1, 2018 must be conducted in accordance with the procedures of this Article V in this Policy Manual. All appointments and elections prior to July 1, 2018 are to be conducted in accordance with the Regional Council Policy Manual adopted on July 12, 2007 and updated in September of 2009, and the District Representative Election Procedures adopted by the Regional Council on June 2, 2011.



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
June 6, 2019

To: Community
Economic & Human Development Committee (CEHD)
Regional Housing Needs Assessment Subcommittee (RHNA)
Regional Council (RC)
From: Kevin Kane, Senior Regional Planner, Planning Division, (213)
236-1828, kane@scag.ca.gov
Subject: Regional Housing Needs Assessment (RHNA) Consultation
Package to the State Department of Housing and Community
Development (HCD)

EXECUTIVE DIRECTOR'S
APPROVAL

Kome Ajise

RECOMMENDED ACTION FOR RHNA SUBCOMMITTEE:

Recommend approval by the CEHD Committee of the SCAG's Regional Housing Needs Assessment (RHNA) Consultation Package to the state Housing and Community Development (HCD) Department.

RECOMMENDED ACTION FOR CEHD:

Recommend approval of SCAG's RHNA Consultation Package to HCD by the Regional Council.

RECOMMENDED ACTION FOR RC:

Approve SCAG's RHNA Consultation Package to HCD.

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 RHNA process as prescribed by Government Code Section 65584 et seq. requires a consultation process between SCAG and the State Department of Housing and Community Development (HCD) before HCD issues its final determination of regional total housing need for the SCAG region. SCAG staff has developed a framework to guide this process, and a list of specific subject areas for HCD's consideration, including projections of household growth from SCAG's 2020 RTP/SCS bottom-up local review and input growth forecasting process as well as data, analysis, and assumptions related to existing housing needs.

BACKGROUND:

The RHNA process as prescribed by Government Code Section 65584 et seq., requires a consultation process between SCAG and HCD before HCD issues its final determination of regional total housing need for the SCAG region. Specifically, Government Code Section 65584.01(b)(1) requires SCAG to provide data, assumptions, and methodology to be used by HCD to determine the region's housing needs.

SCAG staff have previously presented a framework to guide the development of this consultation process which includes the following goals:

- Follow the SCAG 2020 RTP/SCS growth forecasting process, procedure, methodology, and results including bottom-up local review, comment, and input.
- Provide the best outcomes for the SCAG regional housing needs assessment and determination, meet the requirements of the law, and use the best available data and technical methodology.
- Research the appropriate factors and causes associated with “existing housing needs.”
- Develop policy responses for a long-term robust, stable, supply of sites and zoning for housing construction.

SCAG proposes that a clear distinction be made between housing need due to projected regional population growth and those due to existing housing needs. Using the RTP/SCS growth forecast as a basis for projected housing need is a long-standing, credible approach which is consistent with Government Code Section 65584.01.

SCAG also recognizes regional housing supply and affordability challenges statewide and in the region and recognizes that legislative changes in 2017 and 2018 have added data elements to 65584.01(b)(1) which are closely related to “existing housing needs,” or “housing production backlog.” Separate estimates of existing need have not been included in RTP/SCS growth forecast development, so therefore an alternative means of assessing and allocating this need is required. Planning for this additional housing production through RHNA is an important concurrent and complementary planning process.

Staff presented a draft consultation package which was approved by the RHNA Subcommittee on May 6, 2019. This draft consultation package included:

- SCAG’s 2020 RTP/SCS growth forecast and approach to need due to projected growth
- An interpretation of several new data elements which relate to existing housing need
- Eight specific technical and conceptual matters to discuss with HCD related to the regional determination

Subsequently on May 9<sup>th</sup>, SCAG staff met with HCD staff and shared this draft consultation package as a starting point for ongoing discussions. HCD reiterated their perspective that the legislative changes are intended to explicitly address housing production backlog (“existing need”) which is distinct from prior cycles of RHNA which had primarily followed growth forecasts addressing projected need. While HCD did not conduct a full review of the draft consultation package, they provided additional insight into how they are likely to consider certain data elements.

This report builds on SCAG’s Draft Consultation Package by incorporating insights and changes learned since meeting with HCD. Modifications of SCAG’s estimate of housing need due to projected growth and existing housing need have been made to recognize aspects of HCD’s established practice while maintaining SCAG’s recommended data sources and addressing several key concerns. This report reiterates the same eight specific matters for HCD’s consideration:

1. SCAG 2020 RTP/SCS growth forecast data and assumptions
2. Clarifying the distinction between housing need due to projected growth versus existing need
3. Use of a comparable region standard and household overcrowding
4. Use of cost burden as an input to determining housing needs
5. Use of historical comparison for understanding SCAG region demographic, economic, and housing characteristics
6. High correlation and double-counting possibility between measures of existing housing need
7. Phasing existing housing need beyond a single RHNA cycle
8. Issues related to sites, zoning, and COG efforts to promote housing

At its May 6<sup>th</sup> meeting, the RHNA Subcommittee reiterated the importance of points 6 and 7 above and also requested that staff seek clarification with HCD on various matters such as student or university housing.

Ultimately, this report presents a realistic estimate of the final regional determination of housing need taking into account SCAG's data sources, key concerns, and aspects of HCD's practice. HCD has final authority to issue a regional determination following the consultation with SCAG, which is expected in August 2019. Staff anticipates continued consultation with HCD on specific details until that time, building on the approach laid out here.

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## Technical Appendix

The RHNA process as prescribed by Government Code Section 65584 et. seq., requires a consultation process between SCAG and HCD/DOF before HCD issues its final determination of regional total housing need for the SCAG region.

Specifically, Government Code Section 65584.01(b)(1) requires SCAG to prepare this information packet:

*“At least 26 months prior to the scheduled revision pursuant to Section 65588 and prior to developing the existing and projected housing need for a region, the department shall meet and consult with the council of governments regarding the assumptions and methodology to be used by the department to determine the region’s housing needs. The council of governments shall provide data assumptions from the council’s projections, including, if available, the following data for the region:*

*(A) Anticipated household growth associated with projected population increases.*

*(B) Household size data and trends in household size.*

*(C) The percentage of households that are overcrowded and the overcrowding rate for a comparable housing market. For purposes of this subparagraph:*

*(i) The term “overcrowded” means more than one resident per room in each room in a dwelling.*

*(ii) The term “overcrowded rate for a comparable housing market” means that the overcrowding rate is no more than the average overcrowding rate in comparable regions throughout the nation, as determined by the council of governments.*

*(D) The rate of household formation, or headship rates, based on age, gender, ethnicity, or other established demographic measures.*

*(E) The vacancy rates in existing housing stock, and the vacancy rates for healthy housing market functioning and regional mobility, as well as housing replacement needs. For purposes of this subparagraph, the vacancy rate for a healthy rental housing market shall be considered no less than 5 percent.*

*(F) Other characteristics of the composition of the projected population.*

*(G) The relationship between jobs and housing, including any imbalance between jobs and housing.*

*(H) The percentage of households that are cost burdened and the rate of housing cost burden for a healthy housing market. For the purposes of this subparagraph:*

*(i) The term “cost burdened” means the share of very low-, low-, moderate-, and above moderate-income households that are paying more than 30 percent of household income on housing costs.*

*(ii) The term “rate of housing cost burden for a healthy housing market” means that the rate of households that are cost burdened is no more than the average rate of households that are cost burdened in comparable regions throughout the nation, as determined by the council of governments.*



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*(l) The loss of units during a state of emergency that was declared by the Governor pursuant to the California Emergency Services Act (Chapter 7 (commencing with Section 8550) of Division 1 of Title 2), during the planning period immediately preceding the relevant revision pursuant to Section 65588 that have yet to be rebuilt or replaced at the time of the data request.”*

As specified in Government Code 65584 et seq., if the total regional population forecast for the projection year (10/1/2029) developed for SCAG’s RTP/SCS is within a range of 1.5% of DOF’s forecast of the same, then SCAG’s forecast shall be the basis from which HCD determines existing and projected need for housing in the region.

Table 1 outlines the SCAG region’s housing need due to projected growth. SCAG proposes a regional housing needs determination of 430,289 due to projected growth for SCAG and delegated subregions (if applicable) to distribute among local jurisdictions. SCAG projects total regional population to grow to 20,725,878 by October 1, 2029. SCAG’s projection is 0.18% higher than DOF’s projection of 20,689,591, thus SCAG’s forecast shall be used.

Table 1. Assessment of SCAG region housing need from Jan 1, 2018 to Oct 1, 2029				
1	<b>Population: Oct 1, 2029 (SCAG 2020 RTP/SCS Forecast)</b>			20,725,878
	- Less Group Quarters Population (SCAG 2020 RTP/SCS Forecast)			-327,879
	<b>Household (HH) Population, Oct 1, 2029</b>			20,397,998
2	<b>Household Formation Groups</b>	<b>SCAG Projected HH Population</b>	<b>Headship rate - see Table 2</b>	<b>Projected Households</b>
		20,397,998		6,668,498
	under 15 years	3,812,391		n/a
	15 - 24 years	2,642,548		147,005
	25 - 34 years	2,847,526		864,349
	35 - 44 years	2,821,442		1,304,658
	45 - 54 years	2,450,776		1,243,288
	55 - 64 years	2,182,421		1,116,479
	65 -74 years	1,883,181		1,015,576
	75 - 84 years	1,167,232		637,415
	85+	590,480		339,727
3	<b>Projected Households, Oct 1, 2029</b>			<b>6,668,498</b>
4	<b>CA DOF Occupied housing units, Jan 1, 2018 (E-5)</b>			<b>6,073,761</b>
5	<b>Projected household growth, Jan 1, 2018 - Oct 1, 2029 (11.75 yrs)</b>			<b>594,737</b>
6	<b>+ Vacancy Adjustment - Projected Need</b>	Owner	Renter	
	Tenure Percentage (2017 1-year ACS)	52.43%	47.57%	
	Projected HH Growth by Tenure	311,821	282,916	
	Healthy market vacancy rate	1.50%	5.00%	
	SCAG vacancy rate	1.10%	3.28%	
	<i>Difference; multiply by projected HH growth by tenure</i>	0.40%	1.72%	
	<b>Vacancy Adjustment - Projected Need</b>	1,247	4,866	6,113
7	<b>+ Replacement Adjustment - Projected Need</b>			
	Estimate of share of housing stock demolished (DOF/HCD)			0.41%
	<b>Replacement Adjustment - Projected Need</b>			2,438
8	<b>+ Overcrowding Adjustment - Projected Need</b>			
	SCAG total overcrowding rate (2017 1-year ACS, >1.0/room)			9.82%
	Comparable region overcrowding rate			7.49%
	<i>Difference; multiply by projected HH growth</i>			2.33%
	<b>Overcrowding Adjustment - Projected Need</b>			13,857
9	<b>- Less: HH growth on tribal lands (SCAG estimate, Table 3)</b>			-4,310
10	Regional housing need due to projected growth, Jan 1, 2018 - Oct 1, 2029			612,836
	<b>Regional housing need due to growth over the 8.25-year RHNA projection period (Jul 1, 2021 - Oct 1, 2029)</b>			<b>430,289</b>
<b>Estimate of additional housing need existing at the beginning of the RHNA projection period</b>				
11	<b>+ Vacancy Adjustment - Existing Need</b>	Owner	Renter	Total
	Tenure Percentage (2017 1-year ACS)	52.43%	47.57%	
	Existing occupied housing units by tenure on Jan 1, 2018 (CA DOF)	3,184,473	2,889,288	
	SCAG Region Vacancy Rate, 2017 1-year ACS	1.10%	3.28%	
	Healthy market vacancy rate	1.50%	5.00%	
	<i>Difference; multiply by existing occupied units by tenure</i>	0.40%	1.72%	
	<b>Existing Vacancy Adjustment - New Unit Need</b>	12,738	49,696	62,434
12	<b>+ Replacement Adjustment - Existing Need</b>			
	Existing housing units on January 1, 2018			6,073,761
	Estimate of share of housing stock demolished (DOF/HCD)			0.41%
	<b>Replacement Adjustment - Existing Need</b>			24,902
13	<b>+ Overcrowding Adjustment</b>			
	Existing housing units on Jan 1, 2018			6,073,761
	SCAG Total Overcrowding Rate (2017 1-year ACS, >1.0/room)			9.82%
	Comparable region overcrowding rate			7.49%
	<i>Difference; multiply by existing occupied units</i>			2.33%
	<b>Overcrowding Adjustment - Existing Need</b>			141,519
14	<i>Cost Burden. Not recommended as an adjustment to new unit need. See footnote, and report section 4.</i>			
15	<b>Estimate of additional housing need existing at the beginning of the projection period</b>			<b>228,855</b>

**TABLE 1 NOTES**

- 1 Population: Total population, group quarters population, and household reflect SCAG's October 1, 2029 projection consistent with the 2020 RTP/SCS growth forecast and reflect the most recent socioeconomic data and statistics from the Decennial Census & American Community Survey.
- 2 Household formation groups: Headship rates, also referred to as household formation rates, are applied to the household population from (1) and are broken down by age, sex, and race/ethnicity as is standard demographic practice. Total headship rates in the SCAG region have declined consistently since 1980 and have been roughly stable since 2014. While SCAG's previous forecasts such as the 2012 and 2016 RTP/SCS typically forecasted a continuation of this long-term downward trend, SCAG's 2020 RTP/SCS forecast has been revised to use a constant headship rate based on the most available American Community Survey (ACS) data. At the time of this analysis, the most recently available data are ACS 2017 1-year samples.
- 3 Projected households: Projected households at the end of the RHNA projection period using the above methodology.
- 4 Existing occupied housing units: From the most recently available DOF occupied housing unit estimate as of April 2019.
- 5 Projected household growth: Increase in the number of households expected from DOF's most recently available housing unit estimate until the end of the RHNA projection period.
- 6 Vacancy adjustment - projected need: While Gov't Code 65584.01 specifies a 5% minimum for renter vacancy, 1.5% is used as an acceptable vacancy rate for for-sale housing. This is roughly equivalent to the statewide average vacancy rate between 1998-2018 and is also equal to the 1.5% owner vacancy used during the 5th cycle of RHNA. The fair market rate is compared against ACS 2017 1-year estimates for for-sale and for-rent housing (ACS series DP04), and the difference is multiplied by the projected growth in housing units.
- 7 Replacement adjustment - projected need: A rate is applied to projected growth (and applied separately to existing occupied units in line 12) in order to approximate housing units demolished but not yet replaced during the projection period. HCD staff provided SCAG staff with DOF's estimate of annual demolitions for the SCAG region (0.41%) which is used in this calculation. At the time of this writing, estimates of units lost due to natural disaster have not yet been received from local jurisdictions or DOF. A modified estimate based on these data, or other data sources which may become available, may be included in order to refine this estimate prior to a final regional determination.
- 8 Overcrowding adjustment - projected need: The difference in overcrowding rate between the SCAG region and a comparable region is multiplied by the projected growth in housing units. Data used are from the 2017 1-year American Community Survey estimates (series B25014) and compare the SCAG region with a set of consolidated statistical areas (CSAs) described in section 3 of this report.
- 9 Household growth on tribal lands: Household growth identified on the tribal lands which are not subject to General Plan housing element update/planning. As discussed during the 5th cycle RHNA determination process, these households are both excluded in determining regional needs, and units constructed will not count toward satisfying a jurisdiction's RHNA total.
- 10 Regional housing need due to projected growth: Estimate of housing need due to projected growth over the 8.25-year RHNA projection period, which is a proportional share using the above analysis of the 11.75-year period for which data are fully available (Jan 1, 2018 - Oct 1, 2029).
- 11 Vacancy adjustment - existing need: This adjustment accounts for observed vacancy rates which are below a fair market vacancy rate. This adjustment multiplies this difference by the number of existing occupied housing units, split by tenure.
- 12 Replacement adjustment - existing need: See footnote 7. This rate is multiplied by the number of existing occupied housing units.
- 13 Overcrowding adjustment - existing need: See footnote 8. This difference is multiplied by the number of existing occupied housing units.
- 14 Cost burden - While 65584.01 indicates that rates of cost burdened households can be considered in determining regional housing need, as indicated in section 4 of this report, indicators of cost burden may be more effectively captured elsewhere in the RHNA process, and may not require a separate adjustment to new unit need.
- 15 Existing housing need: Estimate of housing need existing at the beginning of the projection period to be addressed by the state's new approach to RHNA.



Table 2: Household Projection Using Population Projection for 10/1/2029

		2029		
Race/Ethnicity	Sex/Age	Residential Population	2017 Headship Rate	2029 Households
<b>White</b>				
NH White	Male			
NH White	15-24	254,422	7.54%	19,172
NH White	25-34	319,764	40.04%	128,049
NH White	35-44	384,282	52.30%	200,981
NH White	45-54	349,480	56.73%	198,277
NH White	55-64	322,373	62.46%	201,365
NH White	65-74	341,125	70.32%	239,893
NH White	75-84	230,154	72.29%	166,382
NH White	85+	109,909	72.98%	80,209
NH White	Male Total	2,311,510		1,234,328
<b>Female</b>				
NH White	15-24	249,619	9.02%	22,512
NH White	25-34	309,532	37.37%	115,687
NH White	35-44	353,394	49.76%	175,863
NH White	45-54	320,634	52.92%	169,680
NH White	55-64	318,582	53.52%	170,516
NH White	65-74	362,387	55.78%	202,122
NH White	75-84	276,412	59.19%	163,602
NH White	85+	174,354	67.10%	116,999
NH White	Female Total	2,364,914		1,136,981
<b>Black</b>				
NH Black	Male			
NH Black	15-24	73,225	7.11%	5,210
NH Black	25-34	70,067	26.73%	18,730
NH Black	35-44	82,547	44.14%	36,433
NH Black	45-54	66,592	51.75%	34,459
NH Black	55-64	56,756	57.66%	32,723
NH Black	65-74	51,207	68.20%	34,924
NH Black	75-84	26,746	59.50%	15,913
NH Black	85+	10,431	61.83%	6,450
NH Black	Male Total	437,571		184,841
<b>Female</b>				
NH Black	15-24	71,673	6.19%	4,436
NH Black	25-34	74,503	40.06%	29,847
NH Black	35-44	85,856	58.23%	49,994
NH Black	45-54	72,269	62.58%	45,223
NH Black	55-64	68,812	58.51%	40,262
NH Black	65-74	66,201	67.35%	44,586
NH Black	75-84	37,571	68.36%	25,683
NH Black	85+	19,255	68.98%	13,282
NH Black	Female Total	496,141		253,313

Table 2 (cont'd): Household Projection Using Population Projection for 10/1/2029

		2029		
Race/Ethnicity	Sex/Age	Residential Population	2017 Headship Rate	2029 Households
<b>NH Asian &amp; Oth.</b>				
NH Asian & Oth.	Male			
NH Asian & Oth.	15-24	223,296	7.04%	15,714
NH Asian & Oth.	25-34	233,920	34.39%	80,455
NH Asian & Oth.	35-44	234,858	53.38%	125,378
NH Asian & Oth.	45-54	220,539	57.53%	126,886
NH Asian & Oth.	55-64	201,374	58.51%	117,827
NH Asian & Oth.	65-74	171,696	57.73%	99,118
NH Asian & Oth.	75-84	111,302	52.64%	58,585
NH Asian & Oth.	85+	52,225	47.78%	24,956
NH Asian & Oth.	Male Total	1,449,210		648,919
<b>Female</b>				
NH Asian & Oth.	15-24	222,291	7.05%	15,673
NH Asian & Oth.	25-34	242,953	29.01%	70,493
NH Asian & Oth.	35-44	256,035	39.72%	101,702
NH Asian & Oth.	45-54	250,454	41.03%	102,750
NH Asian & Oth.	55-64	228,414	37.12%	84,786
NH Asian & Oth.	65-74	204,846	33.72%	69,067
NH Asian & Oth.	75-84	146,686	37.99%	55,724
NH Asian & Oth.	85+	82,280	41.67%	34,288
NH Asian & Oth.	Female Total	1,633,959		534,481
<b>Hispanic</b>				
Hispanic	Male			
Hispanic	15-24	793,538	4.01%	31,828
Hispanic	25-34	813,915	24.60%	200,196
Hispanic	35-44	723,165	42.26%	305,592
Hispanic	45-54	592,224	51.04%	302,243
Hispanic	55-64	485,958	53.93%	262,072
Hispanic	65-74	323,946	56.16%	181,924
Hispanic	75-84	147,756	48.86%	72,199
Hispanic	85+	59,000	45.12%	26,620
Hispanic	Male Total	3,939,502		1,382,674
<b>Female</b>				
Hispanic	15-24	754,483	4.30%	32,461
Hispanic	25-34	782,872	28.22%	220,893
Hispanic	35-44	701,304	44.02%	308,715
Hispanic	45-54	578,583	45.59%	263,771
Hispanic	55-64	500,152	41.37%	206,928
Hispanic	65-74	361,773	39.79%	143,942
Hispanic	75-84	190,606	41.62%	79,327
Hispanic	85+	83,027	44.47%	36,924
Hispanic	Female Total	3,952,799		1,292,962
<b>Total</b>				
Total				
Total	15-24	2,642,548		147,005
Total	25-34	2,847,526		864,349
Total	35-44	2,821,442		1,304,658
Total	45-54	2,450,776		1,243,288
Total	55-64	2,182,421		1,116,479
Total	65-74	1,883,181		1,015,576
Total	75-84	1,167,232		637,415
Total	85+	590,480		339,727
<b>Total</b>	<b>Grand Total</b>	<b>16,585,607</b>		<b>6,668,498</b>

Table 3: Analysis of SCAG region households on tribal land

COUNTY	TRIBE	HOUSEHOLDS			
		2013-2017 ACS Estimate	2016 SCAG Estimate	2030 SCAG Projection	Growth estimate, 1/2018-10/2029
Riverside	Agua Caliente Reservation	13,777	13,891	17,263	2,830
Riverside	Augustine Reservation	0	0	0	-
Riverside	Cabazon Reservation	206	206	670	389
Riverside	Cahuilla Reservation	34	53	64	9
San Bernardino	Chemehuevi Indian Reservation	124	295	295	-
Riverside	Colorado River Indian Tribes Reservation	719	944	1,089	122
San Bernardino	Fort Mohave Reservation	113	73	75	2
Imperial	Fort Yuma Reservation (Quechan Tribe)	405	615	773	133
Riverside	Morongo Reservation	273	278	338	50
Riverside	Pechanga Reservation	101	93	122	24
Riverside	Ramona Reservation	0	2	2	-
San Bernardino	San Manuel Reservation	24	58	59	1
Riverside	Santa Rosa Reservation	24	16	89	61
Riverside	Soboba Reservation	387	182	229	39
Riverside	Torres Martinez Reservation	840	1,148	1,919	647
San Bernardino	Twenty-nine Palms Reservation	4	11	13	2
<i>Source: Draft SCAG 2020 RTP/SCS Growth Forecast</i>		17,031	17,864	23,000	4,310

**1. SCAG 2020 RTP/SCS growth forecast data and assumptions**

SCAG’s growth forecast is the foundation for the 2020 RTP/SCS development and housing planning efforts. SCAG initiated the current growth forecasting process in July 2017. Through the 24-month process, the methodology, assumptions, and results of SCAG’s growth forecast reflected the information of the most recently available socioeconomic data and statistics, including expert panel opinions, and American Community Survey (ACS) information. Additionally, as preparation for both the 2020 RTP/SCS and the 6<sup>th</sup> cycle of RHNA, SCAG staff met one-on-one with all 197 local jurisdictions and provided an opportunity to review the draft growth forecast. Additional detail can be found in the notes of Table 1.

**2. Clarifying the distinction between housing need due to projected growth versus existing need**

SCAG proposes that a clear distinction be made between housing need due to projected regional growth and that due to existing housing need following Government Code 65584.01(b)(1). In this context, projected need refers to housing need due to expected growth during the 6th cycle RHNA projection period, which is from 7/1/2021 through 10/1/2029. This approach was followed during SCAG’s 5<sup>th</sup> cycle regional determination, which used *projected growth in households* as a starting point and arrived at a determination of regional need by making adjustments to this value.

While using a growth forecast as a basis for projected housing need is a credible, established approach for regional targeting, understanding existing housing need is less precise and is a less established practice. On March 27, 2019, SCAG convened a panel of fifteen housing, demographic, and economic experts to assist SCAG staff with understanding how to measure and assess existing

housing need. Several approaches informed by their insights are discussed throughout this memo and SCAG staff's estimates of existing housing need.<sup>1</sup>

As preparation for the 2020 RTP/SCS and 6<sup>th</sup> cycle of RHNA, staff met one-on-one with all 197 local jurisdictions and provided an opportunity to review the draft growth forecast. Since this process began, new legislation has added specific measures of *existing housing need* to the planning process.

SCAG has reviewed SANDAG's 6<sup>th</sup> cycle regional determination from HCD which applied adjustment factors to *total households* rather than *projected growth in households*. Government Code 65584(b)(2) specifically enables this, stating *"The methodology submitted by the department may make adjustments based on the region's total projected households, which includes existing households as well as projected households."*

SCAG believes that the nature of each adjustment must be considered carefully as to whether it is appropriate to apply it to *projected growth in households* or to *households existing at the beginning of the projection period* (henceforth "existing households"). The approach outlined in Table 1 splits adjustments based on whether they are attributable to projected growth or existing need. As previously noted, because local input resulting in the draft growth forecast did not address existing need specifically, separate estimates of existing need must be addressed and an alternative means of assessing and allocating this need is required.

### **1. Use of a comparable region standard and household overcrowding**

Perhaps recognizing that Census-derived data on household conditions is reflective of myriad factors in addition to housing market conditions e.g. demographic composition, unique geography, and cultural and regional preferences, SB 828 added Section 65584.01 (b)(C)(ii): *"The term 'overcrowded rate for a comparable housing market' means that the overcrowding rate is no more than the average overcrowding rate in comparable regions throughout the nation, as determined by the council of governments."*

However, due to SCAG's sheer size and unique demographic characteristics, this is a greater challenge than other regions in the state. Specifically, using 2017 American Community Survey data for consolidated statistical areas (CSAs), the combined, five-county area of Los Angeles, Orange, Riverside, San Bernardino, and Ventura counties leads the nation in the share of households with above 1.0 resident per room in a dwelling, at 9.8%.<sup>2</sup>

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<sup>1</sup> A staff report to the May 6, 2019 SCAG RHNA Subcommittee meeting contains a recap of this Panel of Experts meeting.

<sup>2</sup> The most common delineation of a region is the Metropolitan Statistical Area (MSA) defined by the US Office of Management and Budget based on contiguity and labor market connectivity. However, the SCAG region is an aggregation of multiple MSAs. The Census Bureau's definition of a CSA is roughly analogous and provides a basis of comparing the SCAG region to other areas (although Imperial County is omitted).

Government Code Section 65584.01(b)(1) defines overcrowding as “more than 1.0 per room,” analogous to the ACS’ measure. However, several concerns are raised by the use of this measure.

- Multiple definitions of overcrowding exist including a 1.5 persons/room standard (“severe overcrowding”) and measures which use occupants per unit size. Despite this variety, state law defines overcrowding as the 1.0/room standard.
- SCAG’s interpretation of existing statute is that overcrowding is being suggested as a measure of housing need in order to capture “unrealized” housing demand, e.g. doubling or tripling up, bundling, adult children living excessively with parents, etc. While the 1.0 occupants/room standard may capture some of this behavior it is not a precise reflection of it.
- Definitions of a “room” may not be universally applied and may vary based on the housing design characteristics, the character of a region’s housing stock, ACS guidelines, and ultimately the opinion of what constitutes a “room” by the sample of householders responding to the American Community Survey.
- While housing overcrowding can be associated with substandard living conditions, a planning target seeking to entirely eliminate overcrowding would remove a form of housing safety net—that is, the ability to occasionally have additional person such as a family member or friend in a housing unit in order to guard against further housing insecurity, up to and including homelessness.
- Measures of overcrowding may consider the same living conditions overcrowded or not overcrowded. For example, a family of two adults and two children living in a standard two-bedroom apartment (which likely contains three bona-fide rooms according to ACS guidelines) live in overcrowded conditions according to the 1.0 occupants/room standard. However, according to the California residential occupancy standard of “two-persons-per-bedroom-plus-one” would not.<sup>3</sup>
- There are strong cultural and demographic drivers of living arrangements. Research on residential occupancy standards emphasizes the extent to which a class-specific standard of individual space can prevent higher-density housing in an area.<sup>4</sup>
- Prior research on housing overcrowding demonstrates that demographic characteristics show stronger observed relationships with overcrowding measures than housing market characteristics. A region’s foreign-born population share is amongst the strongest predictors of a region’s household overcrowding measure.<sup>5</sup>
- Much of the uniqueness of the SCAG region from a demographic and housing perspective is due to its historical and current role as a key immigrant gateway which fosters the social and economic integration of recent immigrant arrivals to promote positive social outcomes.

Rather than choosing a single CSA as a comparable region, we propose using a set of CSAs based on their share of recently-arrived (since 2000) foreign-born population as a crude mechanism for

<sup>3</sup> Tim Iglesias, *Moving Beyond Two-Person-Per-Bedroom: Revitalizing Application of the Federal Fair Housing Act to Private Residential Occupancy Standards*, 28 Ga. St. U. L. Rev. (2013). Available at: <https://readingroom.law.gsu.edu/gsulr/vol28/iss3/11>

<sup>4</sup> *Ibid.* 3

<sup>5</sup> Myers, D., Baer, W.C., and Choi, S-Y. 1996. The changing problem of overcrowded housing. *Journal of the American Planning Association* 62:1, 66-84, DOI: 10.1080/01944369608975671.



isolating non-demographic drivers of housing issues, including overcrowding. Thus, a comparable set of regions is the above list which have an average overcrowding rate of 7.49%. The list consists of large areas, plus mid-sized areas in Texas and California which are also immigrant gateways (Table 4).

Table 4: Ten largest CSAs by recently-arrived foreign-born population\* (2017 ACS 1-yr.)

Region/Consolidated Statistical Area (CSA)	Total Population	Percent Foreign-born, arrived since 2000	Percent Overcrowded (1.0/room)	Percent Overcrowded (1.5/room)	Percent cost-burdened (30% standard), low/very low-income renters
1 Los Angeles-Long Beach, CA	18,788,800	19.7%	9.83%	3.79%	88.1%
2 Miami-Fort Lauderdale-Port St. Lucie, FL	6,832,588	19.7%	4.63%	1.60%	86.7%
3 San Jose-San Francisco-Oakland, CA	8,837,789	16.8%	6.99%	2.52%	85.9%
4 McAllen-Edinburg, TX	925,115	15.8%	11.25%	3.85%	68.8%
5 Brownsville-Harlingen-Raymondville, TX	448,358	15.1%	9.67%	3.17%	67.8%
6 El Paso-Las Cruces, TX-NM	1,058,256	15.1%	5.59%	1.82%	65.5%
7 New York-Newark, NY-NJ-CT-PA	23,876,155	14.8%	5.26%	1.92%	83.5%
8 Visalia-Porterville-Hanford, CA	614,594	14.6%	10.63%	1.99%	73.9%
9 Modesto-Merced, CA	820,572	14.4%	7.09%	1.68%	79.0%
10 Fresno-Madera, CA	1,146,145	13.1%	9.35%	3.48%	78.1%
11 Las Vegas-Henderson, NV-AZ	2,455,481	12.0%	4.43%	1.45%	77.6%
** <i>(1) is the SCAG region, excluding Imperial County</i>		AVERAGE:	7.49%	2.35%	76.7%

**2. Use of cost burden as an input to determining housing needs**

SCAG staff’s understanding is that cost burden is a newly added data element for 2018 for which a comprehensive approach is yet to be developed. In particular, which (if any) income category breakdowns to use is left unspecified.

There are several challenges in using a measure of cost burden to estimate housing unit need, including but not limited to:

- Owner and renter experiences of cost burden – and housing security – differ substantially.
- Expenditure on housing represents a bundle of goods including the physical aspects of the home itself, its location within a metropolitan area, and the labor market in which it lies.
- The 30 percent-of-income standard, while used by the US Department of Housing and Urban Development (HUD) and benefiting from historical precedent, may not be an effective measure of overpayment and housing affordability challenges. In particular, cost burden shares have been rising nationwide. A “severe cost burdened” indicator which measures the share of households paying more than 50 percent of income on housing may be a better indicator, though the 30 percent standard is included in state legislation.
- Using housing cost (or housing cost relative to income, which is effectively equivalent to the cost burden measure) to estimate a number of units needed requires an analysis of *the elasticity of housing demand*. Put differently, how many units would need to be added such that prices would decrease? This is an especially challenging empirical and methodological



task due to the multi-faceted behavioral nature of housing consumption. By way of an analogy, in the same way that adding freeway lane-miles is not likely to alleviate traffic congestion in the long-run, there is not a one-to-one (i.e., linear) relationship between increases in housing supply and decreases in rates of housing cost burden.

Reports by the state legislative analyst's office (LAO)<sup>6</sup> and the McKinsey Global Institute<sup>7</sup> both seek to measure the elasticity of housing demand and estimate the number of housing units needed to stabilize housing costs. However both reports are careful to acknowledge a number of substantial modeling limitations. A high level of trust must be placed in (generally linear) modeling assumptions, e.g. the choice to use 1980 as a basis for rent growth in the LAO report's case. Given inherent modeling uncertainties and the need to robustly and effectively communicate drivers of housing need to a wide range of local jurisdictions and stakeholders, we do not recommend an overreliance on either report's conclusions. Furthermore, SCAG's share of state level housing needs remains unexplored. While roughly 49% of the state resides in the SCAG region, a strong rationale would be needed in order to justify allocating 49% of a state housing target to the SCAG region—particularly given the especially acute affordability and supply issues in the state's second-largest urbanized region.

Based on our analysis of the cost-burden measure, review of similar approaches, and discussion amongst a panel of experts, it's clear that cost burden is an income-based social condition rather than a specific measure of housing undersupply. As such, SCAG recommends caution in using a cost-burden measure to generate an estimate of new housing unit need. Instead, SCAG proposes continued research and discussion regarding how cost burden can be considered when allocating the regional determination across income categories.

One potential approach to using cost burden measures to inform estimates of housing unit need, which is provided for discussion but is not SCAG staff's recommendation, is to focus on renter households earning under \$50,000/year. These households face the lowest levels of housing security. In the SCAG region, 88.9% of renter households earning under \$50,000/year are cost-burdened, while the share amongst the set of comparable regions in Table 4 is 76.7%. Following HCD's practice of adding one housing unit for each *overcrowded household* in excess of a comparable region overcrowding rate, a potential approach using cost burden data could be to add one housing unit for each *cost-burdened low-income renter household* above 76.7%.<sup>8</sup>

### **3. Use of historical comparison for understanding external drivers of housing need in the SCAG region**

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<sup>6</sup> Talor, Mic. 2015. California's high housing costs: Causes and consequences. *California Legislative Analyst's Office*. March 17.

<sup>7</sup> Woetzel, J., Mischke, J., Peloquin, S., and Weisfield, D. 2016. A tool kit to close California's housing gap: 3.5 million homes by 2025. *McKinsey Global Institute*. October.

<sup>8</sup> See the SANDAG 6<sup>th</sup> cycle RHNA determination. Additionally, per the 2017 1-year ACS estimates, the SCAG region has 1,348,193 low-income renter households as defined above.

An approach to estimating existing need that has been discussed at various points, including the 2015 LAO report,<sup>9</sup> is to compare current socioeconomic indicators in a region to a historical point in time when housing supply and affordability issues in the region were less pronounced. We recommend that the relevance of decades-old data should not be overstated given the myriad economic, demographic, and social changes that have occurred regionally and nationally. For comparison, the above-referenced LAO report compares regional to national rent growth since 1980, while a common reference point has also been the year 2000—prior to the housing bubble, great recession, and housing collapse of the mid and late 2000s.

Table 6 presents several key indicators to illustrate some differences in social and economic conditions since 2000 which can also bear a strong relationship to measures of existing housing need. Fertility rates have dropped substantially and median ages have increased. Importantly, labor force participation – particularly amongst younger residents of the SCAG region – has declined substantially. This severely impacts the ability to build sufficient wealth to form households or purchase homes. More broadly, inflation-adjusted median household incomes have barely risen since 2000 despite substantial overall economic growth, making affording housing an increasing challenge. Manufacturing jobs, long a pillar of middle-class stability, have declined dramatically. While employment has grown at high and low wage levels, substantial middle-wage job losses during the recovery from the financial crisis of the late 2000s have resulted in virtually no middle-wage employment growth since the beginning of the millennium—again impacting the ability to form households purchase homes.

Table 6: Historical comparison of select social and economic conditions in the SCAG region

<b>Indicator</b>	<b>2000</b>	<b>Current</b>	<b>Year</b>	<b>Change</b>
Total Fertility Rate	2.17	1.75	2016	-19.6%
Labor force participation, ages 16 and above	67.1%	62.0%	2018	-5.1%
Labor force participation, ages 16-24	65.4%	52.8%	2018	-12.6%
Median household income, 2017 constant dollars	67,726	67,943	2017	0.3%
Median age	32.30	36.50	2020	13.0%
Manufacturing employment	1,004,000	634,000	2018	-36.9%
Growth in low-wage (< \$18/hr) employment				344,320
Growth in middle-wage (\$18-30/hr) employment				45,460
Growth in high-wage (> \$30/hr) employment				252,840

Sources: SCAG 2020 RTP/SCS growth forecast, US Bureau of Labor Statistics, California Employment Development Department ES202

**4. High correlation and double-counting possibility between measures of existing housing need**

Table 1 suggests that adjustments to regional housing need should be split between those related to projected growth and existing need. Furthermore, this report discusses several measures of existing housing need, namely overcrowding, cost burden, and the extent to which vacancy rates

<sup>9</sup> Ibid. 6

are currently below healthy market levels. However, as acknowledged during informal discussions with HCD, these measures are not distinct and likely contain substantial overlap.

In addition, household formation (headship) rates can be considered measures of existing housing need. Headship rates have been consistently decreasing in the region for decades due to a combination of economic, demographic, and housing drivers. SCAG's 2020 RTP/SCS growth forecast projects future population, households, and employment based on past trends, expert-backed assumptions, and local input and as indicated in Table 2 makes use of the most recently observed headship rates to model future behavior, since evidence of future increases in this measure is not present.

While the higher household formation rates of past periods may be desirable from a perspective of housing planning and social outcomes, we stress that if used these should also be considered measures of existing housing need which address the same existing housing need as adjustments based on overcrowding, cost burden, or especially low vacancy.

## 5. Phasing existing need beyond a single RHNA cycle

As discussed previously, given that the state's housing affordability and supply challenges have accumulated over decades, it may be particularly challenging to address the entire "backlog" of housing needs during a single 8.25-year period. SCAG proposes discussing the possibility of spreading the existing need component of the region's determined housing needs over multiple RHNA cycles in order to incentivize jurisdictions to make realistic, good-faith efforts to accommodate and foster sustainable, long-term housing development.

This approach would have several advantages over the current approach, which is to include all elements of projected and existing need into a short timeframe. The current approach largely "expires" after the planning period and provides minimal incentive for long-range housing planning. In past RHNA cycles, housing construction typically lags far behind RHNA targets with market rate construction largely following market trends and affordable housing persistently in short supply. A 2019 LAO report<sup>10</sup> discusses the benefits of a lengthened planning period, noting that it would help communities from becoming locked-in to land use patterns that could prevent the accommodation of future growth while encouraging local thinking about the connection between development patterns and long-range infrastructure and climate adaptation goals.

While there are many details which would need to be discussed further with HCD, one approach would be to spread an estimate of existing housing need across the 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> cycles of RHNA for the region (roughly 25 years total) and allocate 1/3 to each cycle. 2/3 would be "carried over" into the 7<sup>th</sup> and 8<sup>th</sup> cycles and, at the beginning of those planning periods, would be added to the need due to projected growth based on more recent economic and demographic information. Data related to existing need could be reviewed at that time as well.

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<sup>10</sup> Petek, G. 2019. The 2019-20 budget: What can be done to improve local planning for housing? *California Legislative Analyst's Office publication*. February.

We recognize that such an approach would not be without challenges and many details would need to be worked out; however, we believe this may be an effective mechanism for incentivizing local participation in fulfilling long-range housing needs.

## **6. Issues related to sites, zoning, and COG efforts to promote housing**

Furthermore, we recognize that RHNA is a planning target and does not require jurisdictions or COGs to build housing. Following the determination of regional need and its allocation to local jurisdictions, the main policy tool of RHNA is the identification of available sites and ensuring that zoning sufficiently allows for development which can achieve regional targets. However, broader housing affordability and supply challenges are the result of numerous issues including limited state and federal availability of affordable housing funding, poor middle-income job growth, high construction labor costs, and other issues which RHNA's main policy tool is not able to facilitate. As such, we suggest that a RHNA existing need target should strive to isolate the share of existing housing need attributable to the unavailability of appropriately designated sites—a component of housing need attributable to jurisdiction-level planning—in order to increase the robustness of the request being made of local jurisdictions.

We believe there are some approaches which could alleviate concerns over the need to identify sites for which relate to an existing need which is driven by myriad factors beyond the control of a local jurisdiction. First, the use of a comparable region as already called for in the 2018 housing legislation as a planning target can help to net out other, exogenous drivers of housing demand. Secondly, ensuring that multiple measures of the same source of existing housing need are not “doubled up” is an important technique which realizes that a single, credible estimate of “existing need” is not necessarily feasible using the measures referenced in state law.

Finally, SCAG is committed to successfully meeting the region's housing needs. While ultimately additional state policy and financial assistance will be necessary to further promote additional housing development—particularly affordable housing—SCAG staff are in various stages of developing supportive programs which assist local jurisdictions in achieving long-range housing targets including the following:

- 1) SCAG's Data Map Books, produced for the aforementioned Bottom-up local input and envisioning process, proposed a methodology for identifying potential infill land and solicited input from local jurisdictions. It is likely that some of this potentially developable land inventory could fill future housing need and fulfill RHNA allocations.

- 2) SCAG's Regional Data Platform and General Plan Update Tool. A part of SCAG's Future Communities Initiative, our recent investment in GIS and data aims to provide additional technical assistance to jurisdictions during the next housing element update process and aims to help in the identification of sites and zoning characteristics that would fulfill housing need.

3) SCAG's tax increment financing pilot program. In particular, SCAG has funded pilot programs to help jurisdictions navigate the state economic development incentive landscape with a focus on Enhanced Infrastructure Finance Districts (EIFDs), Community Revitalization and Improvement Areas (CRIAs), and federal Opportunity Zones (OZs). Each of these represent mechanisms which have the potential to fund future housing construction. EIFDs offer particular promise to replenish some of the funding for affordable housing which became unavailable following the 2012 dissolution of Redevelopment Authorities (RDAs). Importantly, they are not restricted to designated disadvantaged areas. SCAG's pilot program has assisted several cities in studying and eventually adopting EIFDs, in addition to leveraging our relationships with county governments who are also able to contribute tax increment to priority projects. A specific focus of SCAG's upcoming round of pilots is for project areas with an affordable housing component which could have substantial impacts on the ability of jurisdictional own-source funding for this goal.

**FISCAL IMPACT:** Work associated with this item is included in the current FY 18-19 General Fund Budget (800.0160.03:RHNA).



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
June 6, 2019

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

EXECUTIVE DIRECTOR'S
APPROVAL

From: Rye Baerg, Acting Manager, Active Transportation & Special Pr,
Active Transportation & Special Programs, (213) 236-1866,
baerg@scag.ca.gov

Handwritten signature: Kome Ajise

Subject: Active Transportation Database Caltrans Partnership

RECOMMENDED ACTION:

Approve Resolution No. 19-612-5 authorizing SCAG to enter into an agreement with Caltrans to expand the Regional Active Transportation Database into a Statewide Database.

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians. 3: Be the foremost data information hub for the region.

EXECUTIVE SUMMARY:

SCAG has developed an Active Transportation Database, mobile application and other tools for the collection of bicycle, pedestrian and other wheeled device volume data. The statewide Active Transportation Program (ATP) has need of such a tool to ensure the standardization of data collection across ATP project applications and evaluation efforts. Caltrans seeks to enter into an agreement with SCAG to adapt the current regional Active Transportation Database into a statewide tool and expand its functionality.

BACKGROUND:

The California Department of Transportation (Caltrans), through its role as administrator of the Active Transportation Program (ATP), has a need for a statewide pedestrian and bicycle count database and consistent methodologies for the collection and reporting of before/after project count data to meet legislative requirements for the ATP.

The Southern California Association of Governments (SCAG) is a statewide leader in the development and implementation of the regional Active Transportation Database, including the establishment of standardized count methodologies for collecting count data (including a mobile application), the development of associated tools necessary to collect data from automated counters, and the creation of project evaluation procedures.

Caltrans will provide funding to SCAG to expand the regional active transportation database into a statewide database and data clearinghouse. This Statewide Active Transportation Database (SATDB) will:

- meet the data collection and reporting needs of the ATP;
• establish statewide consistencies for data collection and reporting;

- encourage other MPOs and local agencies to utilize these methods and tools; and streamline the ongoing and future data collection efforts across California.

**Upon completion of the contractual agreement with Caltrans, SCAG will seek consultant assistance and expertise for developing and implementing the statewide pedestrian and bicycle count database and collection process. Key components of the project include but are not limited to:**

- Collect and manage input from California’s diverse data-stakeholders (Caltrans, MPOs, local agencies) to guide the implementation of the project.
- Expand SCAG’s existing regional database statewide and modify it as necessary to meet the needs of Caltrans, MPOs, and local agencies.
- Develop standardized statewide pedestrian and bicycle data collection, storage, analysis, and reporting methodologies.
- Identify new analytical methodologies to estimate the “total pedestrian and bicycle users” within a specific infrastructure improvement project.
- Provide formal statewide training and marketing to encourage state, regional and local data-stakeholders to take full advantage of the new statewide data collection, storage, and reporting tools.

SCAG will build and manage the statewide database of bicycle and pedestrian counts on behalf of Caltrans. SCAG will manage a consultant team to complete the tasks required. Caltrans will provide funds to support the project as well as support the coordination and oversight of the project to ensure it meets state needs and data standards. Caltrans will participate in the RFP process to select the consultant and review deliverables throughout the project.

**FISCAL IMPACT:**

Caltrans will provide \$1,175,666 in Active Transportation Funds through the Active Transportation Resource Center. SCAG will provide \$293,917 in funding over three fiscal years through OWP number 050.0169.07, pending the approval of each OWP.

**ATTACHMENT(S):**

1. Resolution No. 19-612-5 to collaborate with Caltrans to develop the Active Transportation Database





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

**RESOLUTION NO. 19-612-5**

**A RESOLUTION OF THE SOUTHERN CALIFORNIA  
ASSOCIATION OF GOVERNMENTS (SCAG) AUTHORIZING  
AN AGREEMENT WITH THE CALIFORNIA DEPT. OF TRANSPORTATION  
(CALTRANS) TO EXPAND THE ACTIVE TRANSPORTATION DATABASE**

**REGIONAL COUNCIL OFFICERS**

President  
**Bill Jahn, Big Bear Lake**

First Vice President  
**Randon Lane, Murrieta**

Second Vice President  
**Rex Richardson, Long Beach**

Immediate Past President  
**Alan D. Wapner, San Bernardino  
County Transportation Authority**

**COMMITTEE CHAIRS**

Executive/Administration  
**Bill Jahn, Big Bear Lake**

Community, Economic &  
Human Development  
**Peggy Huang, Transportation  
Corridor Agencies**

Energy & Environment  
**Linda Parks, Ventura County**

Transportation  
**Cheryl Viegas-Walker, El Centro**

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

**WHEREAS**, SCAG manages the regional program of the Active Transportation Program that was created by Senate Bill 99 (Chapter 359, Statutes of 2013) to encourage increased use of active modes of transportation, such as biking and walking.

**WHEREAS**, SCAG is a leader in the development of a regional Active Transportation Database which standardizes and collects volume count data for active transportation modes;

**WHEREAS**, SCAG is expanding its role as a regional leader in the collection and analysis of big data through its Future Communities Framework; and

**WHEREAS**, Caltrans is seeking to develop a Statewide Active Transportation Database to support the implementation and evaluation of its Active Transportation Program projects.

**NOW, THEREFORE, BE IT RESOLVED** that the Regional Council of the Southern California Association of Governments does hereby authorize and appoint the SCAG Executive Director to enter into an agreement with Caltrans to expand the SCAG Regional Active Transportation Database into a Statewide Active Transportation Database (“Project”).

**BE IT FURTHER RESOLVED THAT:**

1. Caltrans will provide \$1,175,666 in Active Transportation Funds through the Active Transportation Resource Center to support the expansion of the Regional Active Transportation Database into a Statewide Active Transportation Database.



2. SCAG will provide \$293,917 in funding to support the expansion of the Regional Active Transportation Database into a Statewide Active Transportation Database and improve functionality and data analytical capabilities of the database.
3. The total amount authorized for the Project by this Resolution is \$1,469,583.
4. The Regional Council defers approval of any further minor revisions and administrative amendments to the executed amendment between SCAG and Caltrans regarding the Project to SCAG's Executive Director.

**PASSED, APPROVED AND ADOPTED** by the Regional Council of the Southern California Association of Governments at its June 6, 2019 meeting.

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William "Bill" Jahn  
President, SCAG

Attested by:

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Kome Ajjise  
Executive Director

Approved as to Form:

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Joann Africa  
Chief Counsel/Director of Legal Services



Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
June 6, 2019

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

From: Art Yoon, Director of Policy and Public Affairs, Legislation,  
(213) 236-1840, ArtYoon@scag.ca.gov

Subject: AB 11 (Chiu) – Community Redevelopment Law of 2019

EXECUTIVE DIRECTOR'S  
APPROVAL

**RECOMMENDED ACTION:**

Support if Amended

**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:**

*Redevelopment agencies (RDAs) were dissolved as of February 1, 2012. Assembly Bill (AB) 11 would allow cities and counties to create new affordable housing and infrastructure agencies to fund affordable housing and infrastructure projects using tax increment financing. The bill would also require that at least 30 percent of the taxes allocated to the agency be used for the purpose of increasing, improving, and preserving low and moderate-income affordable housing. Previously, the Legislative/Communications & Membership Committee (LCMC) voted for a “support and amend” position at its meeting on March 19, 2019. However, the Executive Administration Committee voted for reconsideration by the LCMC at its meeting on April 3, 2019. On May 21, 2019, the LCMC reconsidered AB 11 and subsequently voted to unanimous forward a “support if amended” recommendation to the Regional Council.*

**BACKGROUND:**

In 1945, the California Legislature approved the Community Redevelopment Act, which provided the mechanism to create RDAs. However, most agencies relied on federal funding until 1952 when Proposition 18 established tax increment financing (TIF). Under the new financing structure, cities and counties were given the authority to declare areas as blighted. They created RDAs by establishing a project area and freezing the property tax rate at the point of creation. They were authorized to capture any incremental increase in property tax after the base year that would have otherwise flowed to all the other taxing entities – schools, special districts, and counties. RDAs were authorized to bond against that tax increment to fund their activities. Starting in the 1970s, RDAs were required to set aside 20 percent of an agency’s annual tax increment revenues for affordable housing.

Although the use of funds for construction of affordable housing was insufficient in many areas, RDAs created 63,600 new affordable housing units statewide during the period from 2001 to 2008.

Facing severe budget constraints, in 2011, former Governor Brown and the Legislature moved to scale back these activities; and, after several legal challenges, RDAs were dissolved. At the time of dissolution, RDAs were diverting 12 percent of property taxes statewide to local activities. Dissolving RDAs severely constrained cities and towns to pursue both economic development goals and promote affordable housing. This has resulted in an estimated loss of new affordable units ranging from 4,500 to 6,500 annually.

### **AB 11**

Introduced by Assembly Member David Chiu (D-San Francisco) on December 4, 2018, AB 11 would allow cities and counties to create agencies that would use TIF to fund affordable housing and infrastructure projects. The bill contains a narrow list of eligible projects and excludes economic development activity. This bill takes a similar approach to the TIF structure used by former RDAs that were dissolved during the Great Recession. Furthermore, AB 11 contains a pass-through provision for taxing entities that choose not to participate.

#### Governing Board

AB 11 allows a city, county, or the legislative bodies of two or more cities to form a new financing agency. The bill requires that a governing board of the new agency be established consisting of one member appointed by the legislative body that adopted the resolution of intention, one member appointed by each affected taxing entity, and two public members. The governing board of the new agency would have the authority to issue bonds to finance redevelopment housing or infrastructure projects. AB 11 does not require that an agency declare an area to be blighted and in need of urban renewal to be formed.

#### Boundaries

The proposed boundaries of a new financing agency may include any or all the territory within each city proposing to jointly form. AB 11 does not require that the facilities financed through the new agency be physically located within the boundaries of a project plan. However, any facilities financed outside of an agency's boundaries must have a tangible connection to the work of the new agency.

#### Audit and Accountability

AB 11 would require a new financing agency to adopt an annual budget and maintain detailed records. A person violating this requirement would be subject to a fine of \$10,000 per violation. Moreover, a new agency would be required to submit a copy of their annual report with the State Controller and a copy of any audit report with the Department of Housing and Community Development. Should the Controller identify major audit violations, the Attorney General could bring an action to compel compliance. Lastly, AB 11 would require the new financing agency to contract for an independent financial and performance audit every two years after the issuance of debt.

#### Affordable Housing Component

The bill would require that a minimum of 30 percent of all taxes allocated to the new financing agency be deposited into a separate fund, which would be established by the new agency, and used

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for the purposes of increasing, improving, and preserving the community's supply of low- and moderate-income housing.

#### Eminent Domain

Under AB 11, a new financing agency can purchase any property within the boundaries of the approved project plan. Furthermore, an agency may use the power of eminent domain only for property already dedicated to the public use within the project's boundaries, if it receives consent from the city or county.

#### Pass-through Provision

All taxing entities (such as sanitary, water, or vector control districts) would be required to participate in the new financing agency, including school districts. However, AB 11 contains a pass-through provision that would require the new financing agency to pay to each taxing entity an amount equivalent to what they would have received had the agency not existed. This pass-through provision would not apply to the city or county proposing to form the new financing agency or to any school district. The state would backfill the property tax otherwise due to K-12 schools and community colleges, pursuant to Proposition 98 requirements. A cap on the state's portion has not been determined.

#### State Approval

Under this bill, a financing agency must submit its resolution of intention and detailed project plan to the Strategic Growth Council for review and approval. The proposed project plan would have to be consistent with the general plan of each participating city or county and must include a detailed financial plan. The Strategic Growth Council would determine if the financing agency supports the state's greenhouse gas reduction goals. Under AB 11, the Strategic Growth Council would have the authority to approve or deny a project plan that includes the schools portion of tax increment as a whole. It cannot singularly include or exclude a taxing entity from the plan.

#### Legislative Activity

A coalition of co-sponsors includes Assembly Members Cecilia Aguiar-Curry (D-Winters), Richard Bloom (D-Santa Monica), Rob Bonta (D-Oakland), Eduardo Garcia (D-Coachella), Todd Gloria (D-San Diego), Chris Holden (D-Pasadena), Jacqui Irwin (D-Thousand Oaks), Kevin Mullin (D-San Mateo), Miguel Santiago (D-Los Angeles), Phil Ting (D-San Francisco), and Buffy Wicks (D-Oakland). Two more coauthors, Assembly Members Robert Daly (D-Anaheim) and Robert Rivas (D-Hollister), have been added since LCMC's March 2019 meeting.

On March 20, the California State Association of Counties (CSAC) sent a letter of concern along with the California Professional Firefighters, California Special Districts Association (CSDA), and the County of Santa Clara to Assembly Member Chiu regarding AB 11. The letter outlined three proposed amendments addressing the pass-through provision. Most notably, the coalition expressed concern with the entity calculating property tax revenues and the timing of distribution of property tax revenues back to the affected taxing entities. Assembly Member Chiu accepted the proposed amendments and on April 15, CSAC wrote a letter indicating their position as neutral.

**Support**

- Alameda County Transportation Commission
- Bay Area Housing Advocacy Coalition
- California Apartment Association
- California Association of Realtors
- LeadingAge California
- League of California Cities (*In Concept*)
- San Francisco Housing Action Coalition

**Opposition**

- California Teachers Association
- Fieldstead And Company, Inc.
- Howard Jarvis Taxpayers Association
- Institute for Justice
- Pacific Legal Foundation

AB 11 was approved by the Assembly committees on Housing and Community Development and Local Government by a vote of 6 – 2 in each committee. AB 11 was then referred to the Assembly Appropriations Committee. The bill did not receive a hearing and it will not advance to the Assembly floor. Therefore, the legislation is now a “two year bill” and will be considered in next year’s legislative cycle.

**Staff Recommendation**

Staff first presented AB 11 to the LCMC at its March 19 meeting after which the LCMC voted to forward a “support and amend” recommendation to the Regional Council because it is consistent with Regional Council-adopted policy and legislative priorities to support the restoration of local RDAs and expand the capability for TIF programs, while also supporting a higher dedicated set aside for low income housing. However, on April 3, the Executive Administration Committee (EAC) voted to have the LCMC reconsider AB 11. Some EAC members expressed concern with past abuses of RDA funding and that AB 11 could be strengthened to restrict those abuses.

On May 21, the LCMC reconsidered AB 11. Staff recommended a “support if amended” position and that a letter be sent to Assembly Member Chiu with the proposed amendments listed below. Subsequently, the LCMC unanimously voted to forward a “support if amended” recommendation to the Regional Council. Although the bill will not be considered until next year’s legislative session, the committee expressed a desire to be proactive and negotiate with the bill’s author ahead of time.

**Proposed Amendments**

1. AB 11 is ambiguous on the geographical relationship between two cities or a city and county proposing to jointly form a new financing agency. Staff recommends that AB 11 be amended to specify that cities be located within the same county to form a new financing agency. Likewise, a city should be within the jurisdiction of a county to partner in a new agency.
2. AB 11 specifies that the proposed boundaries of the project area of a new financing agency may include any or all the territory within each city proposing to jointly form. Furthermore, AB 11 does not require that the facilities financed through the new agency be physically located with the boundaries of a project plan. Staff recommends that AB 11 be amended to include language that limits the proposed boundaries and financed facilities to the territory of the cities or city and county forming the new financing agency.

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3. Staff recommends that AB 11 be amended to include a role during the review process for Metropolitan Planning Organizations (MPOs), like SCAG. The Sustainable Communities Strategy (SCS) demonstrates how the region will meet greenhouse gas reduction targets set by the California Air Resources Board, while the Regional Housing Needs Assessment (RHNA) process identifies the total number of housing units by income group that each jurisdiction must accommodate. MPOs can provide technical assistance in coordination with Strategic Growth Council and evaluate whether affordable housing and infrastructure agencies help to implement an adopted SCS and RHNA.

**FISCAL IMPACT:**

None



Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
June 6, 2019

To: Executive/Administration Committee (EAC)  
Regional Council (RC)  
From: Art Yoon, Director of Policy and Public Affairs, Legislation,  
(213) 236-1840, ArtYoon@scag.ca.gov  
Subject: AB 47 (Daly) - Driver Records: Points: Distracted Driving

EXECUTIVE DIRECTOR'S  
APPROVAL

**RECOMMENDED ACTION:**

Support

**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:**

*Current law specifies that certain convictions and violations under the Vehicle Code and traffic-related incidents count as “points” against a driver’s record, which affect an individual’s privilege to drive. Current law also bans the use, holding, and operation of a wireless telephone while driving unless that device is equipped with hands-free listening and talking capabilities and is used in that manner. Violations of these laws on the use of electronic devices while driving is exempted from the point system.*

*Assembly Bill (AB) 47 would allow the Department of Motor Vehicles (DMV) to assess a point for the holding and operation of a wireless telephone while driving if the offense occurred within 36 months of a previous conviction for the same offense. Because of the nexus to SCAG’s adopted transportation safety targets and the Go Human Campaign, staff presented AB 47 to the Legislative/Communications and Membership Committee (LCMC) at its meeting on May 21, 2019, after which the LCMC voted to recommend a “support” position to the Regional Council by a vote of 6-3.*

**BACKGROUND:**

In California, the Department of Motor Vehicles (DMV) is charged with keeping records of all traffic convictions and accidents of individual drivers. Through the Negligent Operator Treatment System (NOTS), the DMV is authorized to assess points against a driver’s record for various driving violations, all of which progressively count against the privilege to drive. The amount of points assessed varies on the severity of the violation. Displaying disobedience to a traffic officer, driving in a bicycle lane, exceeding the posted freeway speed limit, and driving too slow are examples of violations where one point is assessed. Driving with a suspended or revoked license, driving under the influence (DUI), and evading a peace officer are examples of violations where two points are assessed.

Current law also bans the holding and operation of a wireless telephone while driving, unless that device is equipped with hands-free listening and talking capabilities and is used in that manner. A driver must either mount the cell phone on a vehicle’s windshield or center console. A violation of this law is exempted from the point system.

**AB 47**

Introduced by Assembly Member Tom Daly (D-Anaheim), and sponsored by the Automobile Club of Southern California (AAA), AB 47 would allow the DMV to assess one point for the holding and operation of a wireless telephone while driving if the offense occurred within 36 months of a previous conviction for the same offense.

AB 47 was heard in the Assembly Committee on Appropriations on May 16, 2019 where it passed unanimously on a vote of 13-0. The measure is currently awaiting a third reading on the Assembly floor.

**Support**

- Automobile Club of Southern California (AAA)
- AAA Northern California, Nevada & Utah
- ABATE of California
- Allstate
- American Property Casualty Insurance Assoc.
- CA Teamsters Public Affairs Council
- California Association of Highway Patrolmen
- CAL FIRE Local 2881
- California Police Chiefs Assoc.
- City of San Francisco
- County of San Francisco
- Explore Information Services
- Impact Teen Drivers
- Insurance Commission Ricardo Lara
- Mayor of Los Angeles Eric Garcetti
- National Association of Mutual Insurance Companies
- Pacific Assoc. of Domestic Insurance Companies
- Personal Insurance Federation of California
- Riverside Sheriffs’ Assoc.
- San Fernando Valley Council of Governments
- San Francisco Municipal Transportation Agency
- Santa Ana Police Officers Assoc.
- Sentry Insurance

**Opposition**

- None

**Prior Committee Action**



Staff presented AB 47 to the LCMC at its meeting on May 21, 2019, after which the LCMC voted to forward a support recommendation to the Regional Council by a vote of 6-3. Support for AB 47 is consistent with Regional Council-adopted policy and legislative priorities to support working with state and local partners to identify new tools and funding mechanisms to achieve the region's safety targets and to support legislation that protects the safety of active transportation users.

In 2016, the Federal Highway Administration (FHWA) established performance measures for state departments of transportation, which are meant to carry out the Highway Safety Improvement Program required by the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21). Working with Metropolitan Planning Organizations (MPO), state departments of transportation established targets for reducing the numbers and rates of transportation fatalities and serious injuries. The California Department of Transportation (Caltrans) released its statewide safety targets in August 2017. At its meeting on February 1, 2018, the Regional Council adopted regional safety targets for calendar year 2018 that are consistent with and supportive of Caltrans' established targets. In addition, SCAG's *Go Human* campaign focuses on reducing traffic collisions in Southern California and encouraging people to walk and bike more.

The nexus between SCAG's core priorities and this measure is AB 47's goal of reducing traffic collisions, injuries, and deaths by imposing a stricter penalty for a second offense on the use of electronic devices while driving, which can assist in meeting SCAG's regional safety targets adopted by the Regional Council and required by the FHWA.

**FISCAL IMPACT:**

None



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
June 6, 2019

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Art Yoon, Director of Policy and Public Affairs, Legislation,
(213) 236-1840, ArtYoon@scag.ca.gov
Subject: AB 335 (Garcia) - Imperial County Transportation Commission

EXECUTIVE DIRECTOR'S
APPROVAL

Kome Ajise

RECOMMENDED ACTION:

Support

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:

The passage of Senate Bill (SB) 607 in 2009 created the Imperial County Transportation Commission (ICTC), a successor agency to the Imperial Valley Association of Governments (IVAG). ICTC is responsible for preparing a regional transportation plan, including a transportation improvement program, and administering funds deposited in the local transportation fund. Assembly Bill (AB) 335 would expand ICTC's scope of authority to include other non-transportation related programs. AB 335 explicitly limits the use of transportation funds to only its transportation planning and programming responsibilities. Staff presented AB 335 to the Legislative/Communications and Membership Committee (LCMC) at its meeting on May 21, 2019, after which the LCMC voted unanimously to recommend a "support" position to the Regional Council on a consent calendar vote.

BACKGROUND:

Signed by Governor Schwarzenegger in 2009, SB 607 created ICTC, which is responsible for preparing a regional transportation plan, including a transportation improvement program, and administering funds deposited in the local transportation fund. ICTC is also responsible for planning, programming, and administering regional transit services and promoting citizen participation in the development and implementation of transportation-related plans and programs in Imperial County.

AB 335

Introduced by Assemblymember Eduardo Garcia (D-Coachella) on January 31, 2019, AB 335 would expand ICTC's scope of authority to include other non-transportation related programs, which are defined in the bill as animal control services, waste management services, emergency response services, and multi-agency communication services during countywide natural disasters. ICTC can move forward with the development and implementation of these non-transportation related programs only after its governing board adopts a resolution by a majority vote. AB 335 also allows

ICTC to manage the county's Service Authority for Freeway Emergencies (SAFE) program upon adoption of a resolution by its governing board and upon ratification of the resolution by the County of Imperial Board of Supervisors and by the city councils of the cities within the county. AB 335 explicitly limits the use of transportation dollars to only its transportation planning and programming responsibilities. AB 335 passed out of the California Assembly by a vote of 76-0. The bill is now in the California Senate and was referred to the Senate Committee on Transportation on May 8, 2019. A hearing date has not yet been set.

**Support**

- Imperial County Transportation Commission (Sponsor)
- California Association of Councils of Governments
- City of Brawley
- City of El Centro
- City of Imperial
- County of Imperial

**Opposition**

- None

**Prior Committee Action**

Staff presented AB 335 to the LCMC at its meeting on May 21, 2019, after which the LCMC voted unanimously to forward a support recommendation to the Regional Council on a consent calendar vote. Support for AB 335 is consistent with Regional Council-adopted policy and legislative priorities to protect all existing and new sources of transportation funding from borrowing or use for any purpose other than transportation.

AB 335 enjoys local consensus, with most of the local governments in the County of Imperial submitting letters of support, and no recorded opposition. The bill would allow local governments to share economies of scale through regional cooperation on regional issues while also explicitly limiting transportation funding for transportation-related purposes only.

**FISCAL IMPACT:**

None



Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
June 6, 2019

**To:** Executive/Administration Committee (EAC)  
Community  
Economic & Human Development Committee (CEHD)  
Regional Council (RC)  
**From:** Art Yoon, Director of Policy and Public Affairs, Legislation,  
(213) 236-1840, ArtYoon@scag.ca.gov  
**Subject:** S. 923 (Feinstein) - Fighting Homelessness through Services  
and Housing Act

EXECUTIVE DIRECTOR'S  
APPROVAL

**RECOMMENDED ACTION FOR EAC AND RC:**

Support

**RECOMMENDED ACTION FOR CEHD:**

Receive and File

**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:**

*Senate (S.) bill 923 would authorize a grant program within the Health Resources and Services Administration for housing programs that offer comprehensive services and intensive case management for homeless individuals and families. S. 923 would authorize \$750 million annually for five years to fund five-year implementation grants to cities, counties, tribal governments, or regional collaborations to assist with paying for capital building costs associated with the provision of housing and services to homeless individuals and families, including homeless children and youths. Of this \$750 million, \$5 million would be made available for one-year planning grants to cities, counties, tribal governments, or regional collaborations to develop comprehensive plans to address homelessness in their communities. At its May 21, 2019 meeting, the Legislative/Communications and Membership Committee (LCMC) recommended a support position on S. 923. In addition, the LCMC members asked that S. 923 be forwarded to the Community, Economic, and Human Development (CEHD) Committee as a "Receive and File" item.*

**BACKGROUND:**

Since 1970, California has experienced a housing shortage causing a decrease in housing affordability for the past three decades. This has greatly contributed to increased poverty across the state. Higher poverty levels, as well as mental illness and drug addiction are some of the root causes for homelessness.

As of last year, the United States Department of Housing and Urban Development (HUD) reported that there were a total of 552,830 total homeless persons throughout the country, and California has an estimated homeless population of 129,972 people. There are 52,765 homeless people in Los Angeles County; 2,165 homeless people in Riverside County; 2,607 homeless people in San Bernardino County; 6,860 homeless people in Orange County; 1,669 homeless people in Ventura County; and 1,100 homeless people in Imperial County.

### **S. 923**

Introduced by Senators Dianne Feinstein (D-California) and Lisa Murkowski (R-Alaska) and Representatives Ted Lieu (D-California) and Steve Stivers (R-Ohio), S. 923 would authorize a new grant program that would provide cities, counties, tribal governments, or regional collaborations with a funding stream for supportive housing models that could also provide comprehensive services and intensive case management to homeless individuals and families, including homeless children and youths.

S. 923 would allocate \$750 million per year subject to annual appropriations. Up to \$5 million would be available for planning grants (not to exceed \$100,000 per grant), and the remainder would be available for housing and services. Grants for housing and services would require a 25 percent match from non-federal funds, though the planning grants would not be subject to any matching requirement.

The bill allows grants to be used for any combination of operations and capital building costs, as long as housing and services requirements are fulfilled. S. 923 would require grantees to track outcomes and report on housing stability and improvements in health and wellbeing, including the education of children. Grants may go to local government entities consisting of cities, counties, regional collaborations, and tribal organizations that provide supportive housing services.

The supportive housing services must address issues including mental substance use disorders; disabling or other chronic health conditions; educational and job training/employment outcomes; and life skills classes. Intensive case management must be provided with a ratio of no greater than one case manager to every 20 people served.

S. 923 was introduced in the United States Senate on March 28, 2019, and was referred to the Committee on Health, Education, Labor, and Pensions. A hearing has not yet been scheduled.

#### **Support:**

- Bay Area Rapid Transit
- California Association of Housing Authorities
- California State Association of Counties
- Ceres Community Project (Sebastopol)
- Community Clinic Association of Los Angeles County
- County of San Bernardino
- County of Santa Barbara

#### **Opposition**

- None on file

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- County of Monterey
  - County Welfare Directors Association of California
  - Hillside (Los Angeles)
  - Hope of the Valley Rescue Mission (Los Angeles)
  - Larkin Street Youth Services (San Francisco)
  - LA Family Housing
  - LA LGBT Center
  - League of California Cities
  - Mama's Kitchen (San Diego)
  - San Diego Mayor Kevin Faulconer
  - San Francisco Mayor London Breed
  - Sacramento Mayor Darrell Steinberg
  - Los Angeles Mayor Eric Garcetti
  - Santa Monica Mayor Gleen Davis
  - Santa Ana Mayor Miguel Pulido
  - Oakland Mayor Libby Schaaf
  - Supervisors
  - Orange County Business Council
  - Project Angel Food (Los Angeles)
  - Project Open Hand (San Francisco)
  - Radiant Healthcare (Orange County)
  - San Bernardino County Sheriff's Office
  - Los Angeles County Supervisor Mark Ridley-Thomas
  - Los Angeles County Supervisor Sheila Kuehl
  - The Health Trust (San Jose)
  - Venice Family Clinic
  - VOICES | Youth Center (Napa/Sonoma)

**Prior Committee Action**

Staff presented S. 923 at the May 21, 2019 LCMC meeting consistent with SCAG's legislative principles and advocacy work to support efforts that provide voluntary funding opportunities for local government agencies to build or finance new housing units. The LCMC unanimously voted to forward a support recommendation on S. 923 to the Regional Council. In addition, the LCMC members asked that S. 923 be forwarded to the Community, Economic, and Human Development (CEHD) Committee as a "Receive and File" item.

**FISCAL IMPACT:**

None



Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**June 6, 2019**

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**To:** Executive/Administration Committee (EAC)  
Energy & Environment Committee (EEC)  
Regional Council (RC)

**From:** Hannah Brunelle, Assistant Planner, Active Transportation &  
Special Programs, (213) 236-1907, brunelle@scag.ca.gov

**Subject:** Notice of Exemption (NOE) for the SCAG 2019 Local  
Demonstration Initiative

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**EXECUTIVE DIRECTOR'S  
APPROVAL**

**RECOMMENDED ACTION FOR EAC AND EEC:**

Recommend that the Regional Council adopt Resolution No. 19-612-1, approving the filing of a California Environmental Quality Act (CEQA) Notice of Exemption for the SCAG 2019 Local Demonstration Initiative ("Project"), subject to the 30-day public inspection period and, recommend the Regional Council's adoption of Resolution No. 19-612-5 to accept the Active Transportation Program funds for the Project.

**RECOMMENDED ACTION FOR RC:**

Adopt Resolution No. 19-612-1, approving the filing of a California Environmental Quality Act (CEQA) Notice of Exemption for the SCAG 2019 Local Demonstration Initiative ("Project"), subject to the 30-day public inspection period, and adopt Resolution No. 19-612-5 to accept the Active Transportation Program funds for the Project.

**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:**

*SCAG seeks to allocate \$2,599,000 in California Active Transportation Program (ATP) funds ("Grant Funds") to manage the SCAG 2019 Local Demonstration Initiative ("Project"). The Project will implement temporary active transportation demonstration projects in six local jurisdictions, including Ojai, Long Beach, Pasadena, Glendale, El Monte, and Calexico. SCAG assessed potential environmental impacts as required under CEQA and determined the Project is exempt from CEQA.*

**BACKGROUND:**

In coordination with the cities of Ojai, Long Beach, Pasadena, Glendale, El Monte, and Calexico, SCAG will implement temporary demonstration projects to demonstrate active transportation infrastructure. Specifically, the Project aims to:

- a) Demonstrate active transportation infrastructure to support improved project implementation, transportation safety and encourage walking and bicycling;

- b) Provide opportunities for enhanced data collection to support the project before, during, and after the temporary demonstration project;
- c) Engage community members, local stakeholders, city staff, and elected officials through a community planning process.

Prior to Caltrans allocating the awarded Grant Funds, SCAG must conduct an assessment of potential environmental impacts of the Project pursuant to CEQA in order to determine the type of CEQA document to prepare or whether the Project is exempt. SCAG staff has reviewed the Project and has determined that it is exempt from CEQA under the exemptions discussed herein.

#### **BASIS FOR EXEMPTIONS:**

The key considerations for determining if a project is exempt from CEQA are outlined in Sections 21080(b), 21083, and 21804 of the Public Resources Code and CEQA Guidelines Section 15002(k)(1), 15061, 15062, and 15300 to 15332. In general, CEQA Guidelines include a list of 33 classes of projects which have been determined not to have a significant effect on the environment and which shall, therefore, be exempt from the provisions of CEQA. A project is exempt from CEQA if the project falls within one or more of the 33 classes. Once the lead agency determines that the project falls within any of the 33 classes, the project is exempt from CEQA, and the environmental review process does not need to proceed any farther. The lead agency may prepare and file a Notice of Exemption (NOE) pursuant to CEQA Guidelines Section 15062. The NOE serves as a public notice that the lead agency has determined that a project is exempt from CEQA. The NOE may be filed with the OPR and the county clerk of each county in which the project will be located after approval of the project. Submission of the NOE to the Office of Planning and Research (OPR) and the county clerks completes the review of exemption process for a lead agency under the provisions of CEQA. The filing and posting of an NOE will begin a 30- day public inspection period.

#### **ENVIRONMENTAL ASSESSMENT:**

SCAG staff has conducted an environmental assessment of the Project pursuant to Sections 21080(b), 21083, and 21804 of the Public Resources Code and CEQA Guidelines Sections 15002(k)(1), 15061, 15062, and 15300 to 15332. CEQA Guidelines include a list of 33 classes of projects which have been determined not to have a significant effect on the environment and which shall, therefore, be exempt from the provisions of CEQA. Based upon its assessment, SCAG staff has determined that the following exemptions apply to the Project:

- **CEQA Guidelines §15301(c) – Existing Facilities:** The Project would involve implementing six active transportation demonstration projects in Imperial, Los Angeles, and Ventura counties, that could foster the minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use of existing highways, streets, sidewalks, gutters, bicycle and pedestrian trails and similar facilities beyond that existing at the time of the lead agency's determination, as set forth in the exemption under CEQA Guidelines §15301(c) - Existing Facilities;



- **CEQA Guidelines § 15304 (e) - Minor Alterations to Land:** The Project may involve developing temporary demonstration projects within the project cities that would exist for a limited duration on existing rights of way, as set forth in the exemption under CEQA Guidelines § 15304 (e) - Minor Alterations to Land;
- **CEQA Guidelines §15306- Information Collection:** The Project includes basic data collection, research, experimental management and resource evaluation activities which will not result in a serious or major disturbance to an environmental resource. The project is strictly for information gathering purposes for possible future action which the agency has not yet approved, adopted or funded, as set forth in the exemption under CEQA Guidelines §15306- Information Collection;
- **CEQA Guidelines §15322 – Educational or Training Programs Involving No Physical Changes:** The Project would consist of temporary demonstration projects in the communities of Ojai, El Monte, Calexico, Long Beach, Pasadena, and Glendale, involving no physical changes in the area affected, which would fall under the exemption set forth in CEQA Guidelines §15322 – Educational or Training Programs Involving No Physical Changes.

**SCHEDULE:**

Upon approval by the Regional Council, SCAG will submit the NOE to be filed with OPR and Imperial, Los Angeles, and Ventura County Clerks for a 30-day public inspection period, which will begin on or about June 7, 2019 though approximately July 8, 2019. It is anticipated that the Project would be implemented beginning in January 2020 and completed by January 2022.

**FISCAL IMPACT:**

Work associated with this item will be included in the Fiscal Year 2019-20 Overall Work Program under Project 225-3564X4.14. The project is fully funded in the amount of \$2,599,000.00 in grant funds from the California Active Transportation Program.

**ATTACHMENT(S):**

1. Resolution 19-612-1 approving filing of the Notice of Exemption
2. Notice of Exemption for the SCAG 2019 Local Demonstration Initiative
3. Resolution 19-612-5 ATP Program Funds SCAG 2019 Local Demonstration Initiative



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

**RESOLUTION NO. 19-612-1**

**A RESOLUTION OF THE SOUTHERN CALIFORNIA  
ASSOCIATION OF GOVERNMENTS (SCAG) TO RELEASE THE  
NOTICE OF EXEMPTION (NOE) FOR THE SCAG  
2019 LOCAL DEMONSTRATION INITIATIVE**

**REGIONAL COUNCIL OFFICERS**

President  
Bill Jahn, Big Bear Lake

First Vice President  
Randon Lane, Murrieta

Second Vice President  
Rex Richardson, Long Beach

Immediate Past President  
Alan D. Wapner, San Bernardino  
County Transportation Authority

**COMMITTEE CHAIRS**

Executive/Administration  
Bill Jahn, Big Bear Lake

Community, Economic &  
Human Development  
Peggy Huang, Transportation  
Corridor Agencies

Energy & Environment  
Linda Parks, Ventura County

Transportation  
Cheryl Viegas-Walker, El Centro

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

**WHEREAS**, SCAG adopted the 2016 Regional Transportation Plan and Sustainable Communities Strategy ("RTP/SCS") which included five goals for active transportation: 1) Decrease Bicycle and Pedestrian Fatalities and Injuries, 2) Develop an Active Transportation Friendly Environment throughout the SCAG Region, 3) Increase Active Transportation Usage in the SCAG Region, and 4) Encourage the Development of Local Active Transportation Plans; and 5) Develop Safe Routes to School Policies;

**WHEREAS**, on May 15, 2019, the Southern California Association of Governments was awarded \$2,599,000 in Active Transportation Program funds to undertake the SCAG 2019 Local Demonstration Initiative ("Project");

**WHEREAS**, the primary goal of the Project is to implement temporary demonstration projects in the communities of El Monte, Pasadena, Calexico, Long Beach, Ojai, and Glendale; within Imperial, Ventura, and Los Angeles Counties;

**WHEREAS**, the Project is scheduled to be implemented in from January 2020 and completed by January 2022;

**WHEREAS**, SCAG is required conduct an assessment of potential environmental impacts of the Project pursuant to the California Environmental Quality Act (CEQA), prior to receiving allocation of the awarded Grant Funds;

**WHEREAS**, the Project would consist of two distinct activities: (1) Implement temporary demonstration project in six communities across the SCAG region, and (2) seek resident and stakeholder engagement through a community planning process;

**WHEREAS**, SCAG has conducted an environmental assessment of the Project and determined that the Project is categorically exempt from CEQA pursuant to CEQA Guidelines Section 15301(c)- Existing Facilities, Section 15304(h)- Minor Alterations to Land, Section 15306- Information Collection, and is statutorily exempt from CEQA

Attachment: Resolution 19-612-1 approving filing of the Notice of Exemption (NOE) SCAG 2019 Local Demonstration

pursuant to CEQA Guidelines Section 15262- Feasibility and Planning Studies; and the scope of the Project activities have been determined to not have a significant effect on the environment; and

**WHEREAS**, SCAG has prepared a Notice of Exemption (NOE) to be filed with the State of California Office of Planning and Research (OPR) and the Clerk for the County of Los Angeles, Imperial County, and Ventura County where the Projects will be located for a 30-day public inspection period pursuant to CEQA Guidelines Section i 5062.

**NOW THEREFORE, BE IT RESOLVED** by the Regional Council of the Southern California Association of Governments, that the foregoing recitals are true and correct and incorporated by this reference.

**BE IT FURTHER RESOLVED THAT** the SCAG Regional Council finds that based upon an environmental assessment of the Project pursuant to Sections 21080(b), 21083, and 21804 of the Public Resources Code and CEQA Guidelines Sections 15002(k)(1), 15061, 15062, and 15300 to 15332, SCAG has determined that the following CEQA exemptions apply to the Project:

- The Project would involve implementing six active transportation demonstration projects in Imperial, Los Angeles, and Ventura counties, that could foster the minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use of existing highways, streets, sidewalks, gutters, bicycle and pedestrian trails and similar facilities beyond that existing at the time of the lead agency's determination, as set forth in the exemption under CEQA Guidelines §15301(c) - Existing Facilities;
- The Project includes basic data collection, research, experimental management and resource evaluation activities which will not result in a serious or major disturbance to an environmental resource. The project is strictly for information gathering purposes for possible future action which the agency has not yet approved, adopted or funded, as set forth in the exemption under CEQA Guidelines §15306- Information Collection
- The Project may involve developing temporary demonstration projects within the project cities that would exist for a limited duration on existing rights of way, as set forth in the exemption under CEQA Guidelines § 15304 (e) - Minor Alterations to Land;
- Educational or Training Programs Involving No Physical Changes: The Project would consist of temporary demonstration projects in the communities of Ojai, El Monte, Calexico, Long Beach, Pasadena, and Glendale, involving no physical changes in the area affected, which would fall under the exemption set forth in CEQA Guidelines §15322 – Educational or Training Programs Involving No Physical Changes.

**NOW THEREFORE, BE IT FURTHER RESOLVED** by the Regional Council, that:

1. The Notice of Exemption for the proposed Project has been completed in compliance with CEQA and will be filed with OPR and the Los Angeles, Imperial and Ventura County Clerks for a 30-day public inspection period; and
2. The proposed Project does not have a significant effect on the environment, and thus additional environmental review by SCAG is not required for the Project and a Notice of Exemption fulfills the requirements of CEQA.

**PASSED, APPROVED AND ADOPTED** by the Regional Council of the Southern California Association of Governments at its regular meeting this 6<sup>th</sup> day of June, 2019.

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William "Bill" Jahn  
President, SCAG

Attested by:

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Kome Ajise  
Executive Director

Approved as to Form:

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Joann Africa  
Chief Counsel/Director of Legal Services

## Notice of Exemption

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**To:** Office of Planning and Research  
1400 Tenth Street, Room 121  
Sacramento, CA 95814

**From:** Southern California Association of Governments  
900 Wilshire Blvd, Suite #1700  
Los Angeles, CA 90017

Imperial County Clerk  
940 Main Street, Suite 202  
El Centro, CA 92243

Ventura County Clerk  
800 S Victoria Ave.  
Ventura, CA 93009

Los Angeles County Clerk  
12400 Imperial Highway  
Norwalk, CA 90650

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### **Project Title:**

Southern California Association of Governments (SCAG) 2019 Local Demonstration Initiative

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### **Project Location:**

Imperial County in the City of Calexico. Los Angeles County in the Cities Long Beach, El Monte, Glendale, Pasadena. Ventura County in the City of Ojai.

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### **Description of Nature, Purpose, and Beneficiaries of Project:**

The 2019 Local Demonstration Initiative is a non-infrastructure program focused on demonstrating active transportation infrastructure in six communities across the SCAG region. The demonstrations are planned to include infrastructure elements such as protected bike lanes, pedestrian treatments such as curb extensions, pedestrian plazas, and other roadway safety improvements to promote increased rates of walking and biking and reducing greenhouse gasses and vehicle miles traveled (VMT). The bicycle facilities do not constitute a physical impact, meaning that they will be installed in a preexisting location. The demonstrations are planned to be six to eight-month temporary projects to allow community members to test out planned improvements and provide feedback on different infrastructure concepts. Demonstrations also allow an opportunity to test design concepts for local jurisdictions to make adjustments to the final design prior to investing in implementation.

The 2019 Local Demonstration Initiative will include a Community Advisory Committee in each of the cities to involve local stakeholders, community members, and city staff in the planning process. The projects will also focus on education, outreach, and engagement to promote active transportation in the communities and work to engage residents in a non-traditional manner who may not have time to attend a more traditional public workshop or meeting. The projects will include activities to promote

participation such as guided bike rides, guided walks, pop-up events and programming, and other engagement activities to increase participation. Residents will learn how active transportation can promote healthy lifestyles in communities and improve pollution in communities where air quality can be of concern. Information on the projects and opportunities to get involved will be delivered to local schools, community centers, libraries, and other highly visited destinations within the communities. Project staff will also attend community events to promote the projects and work with local community-based organizations to augment promotional efforts.

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**Name of Public Agency Approving Project:**

Southern California Association of Governments

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**Name of Person or Agency Carrying Out Project:**

Southern California Association of Governments

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**Exempt Status: (check one)**

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));  Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption: CEQA Guidelines § 15002 (k)(1) – General Concepts; CEQA Guidelines § 15061 – Review for Exemption; CEQA Guidelines § 15301 (c) and 15301 (f) – Existing Facilities; CEQA Guidelines § 15304 (e) and 15304 (e) – Minor Alterations to Land; CEQA Guidelines § 15311 (a) and 15311 (c) – Accessory Structures; CEQA Guidelines § 15322 – Educational or Training Programs Involving No Physical Changes
- Statutory Exemptions

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**Reasons why project is exempt:**

SCAG has reviewed the proposed project pursuant to CEQA Guidelines § 15002 (k)(1) – General Concepts, and CEQA Guidelines § 15061 – Review for Exemption, and has determined that the proposed project is categorically exempt from CEQA because the scope of the project activities are included in the classes of projects which have been determined not to have a significant effect on the environment.

Therefore SCAG has determined that the proposed project is exempt from CEQA pursuant to following:

- The Project would involve implementing six active transportation demonstration projects in Imperial, Los Angeles, and Ventura counties, that could foster the minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use of existing highways, streets, sidewalks, gutters, bicycle and pedestrian trails and similar facilities beyond that existing at the time of the lead agency's determination, as set forth in the exemption under CEQA Guidelines §15301(c) - Existing Facilities;
- The Project includes basic data collection, research, experimental management and resource evaluation activities which will not result in a serious or major disturbance to an environmental resource. The project is strictly for information gathering purposes for possible future action

which the agency has not yet approved, adopted or funded, as set forth in the exemption under CEQA Guidelines §15306- Information Collection

- The Project may involve developing temporary demonstration projects within the project cities that would exist for a limited duration on existing rights of way, as set forth in the exemption under CEQA Guidelines § 15304 (e) - Minor Alterations to Land;
- Educational or Training Programs Involving No Physical Changes: The Project would consist of temporary demonstration projects in the communities of Ojai, El Monte, Calexico, Long Beach, Pasadena, and Glendale, involving no physical changes in the area affected, which would fall under the exemption set forth in CEQA Guidelines §15322 – Educational or Training Programs Involving No Physical Changes.

**Project Approval Date:** SCAG's Regional Council Approved the project on February 7, 2019.  
The California Transportation Commission approved funding for this project on May 15, 2019.

<b>CEQA Contact Person:</b>	<b>Phone Number:</b>	<b>Fax Number:</b>	<b>Email:</b>
Roland Ok	(213) 236-1819	(213) 236-1963	ok@scag.ca.gov
<b>Project Contact Person:</b>	<b>Phone Number:</b>	<b>Fax Number:</b>	<b>Email:</b>
Hannah Brunelle	(213) 236-1907	(213) 236-1963	Brunelle@scag.ca.gov

Date received for filing at OPR: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

Ping Chang, Manager  
Compliance and Performance Monitoring  
Southern California Association of Governments





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

REGIONAL COUNCIL OFFICERS

- President Bill Jahn, Big Bear Lake
First Vice President Randon Lane, Murrieta
Second Vice President Rex Richardson, Long Beach
Immediate Past President Alan D. Wapner, San Bernardino County Transportation Authority

COMMITTEE CHAIRS

- Executive/Administration Bill Jahn, Big Bear Lake
Community, Economic & Human Development Peggy Huang, Transportation Corridor Agencies
Energy & Environment Linda Parks, Ventura County
Transportation Cheryl Viegas-Walker, El Centro

RESOLUTION NO. 19-612-5
A RESOLUTION OF THE SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS AUTHORIZING THE ACCEPTANCE OF CALIFORNIA ACTIVE TRANSPORTATION PROGRAM GRANT FUNDS FOR THE SCAG 2019 LOCAL DEMONSTRATION INITIATIVE

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

WHEREAS, SCAG adopted the 2016 Regional Transportation Plan and Sustainable Communities Strategy ("RTP/SCS") which included five goals for active transportation: 1) Decrease Bicycle and Pedestrian Fatalities and Injuries, 2) Develop an Active Transportation Friendly Environment throughout the SCAG Region, 3) Increase Active Transportation Usage in the SCAG Region, and 4) Encourage the Development of Local Active Transportation Plans; and 5) Develop Safe Routes to School Policies;

WHEREAS, on May 15, 2019, the Southern California Association of Governments was awarded \$2,599,000 in Active Transportation Program funds to undertake the SCAG 2019 Local Demonstration Initiative;

WHEREAS, the primary goal of the Project is to implement temporary demonstration projects in the communities of El Monte, Pasadena, Calexico, Long Beach, Ojai, and Glendale; within Imperial, Ventura, and Los Angeles Counties;

WHEREAS, the Project would consist of two distinct activities: (1) Implement temporary demonstration project in six communities across the SCAG region, and (2) seek resident and stakeholder engagement through a community planning process;

WHEREAS, the Project is scheduled to be implemented in from January 2020 and completed by January 2022.

NOW THEREFORE, BE IT RESOLVED by the Regional Council of the Southern California Association of Governments, that:

- 1. That the Regional Council hereby authorizes SCAG to accept and administer the Grant Funds in the amount of approximately \$2,599,000 to support the SCAG 2019 Local Demonstration Initiative; and
2. SCAG's Executive Director or his designee is hereby designated and authorized by the Regional Council to execute all necessary agreements and other documents on behalf of the Regional Council as they relate to receipt of the Grant Funds supporting the SCAG 2019 Local Demonstration Initiative.

**PASSED, APPROVED AND ADOPTED** by the Regional Council of the Southern California Association of Governments at its regular meeting this 6<sup>th</sup> day of June, 2019.

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William "Bill" Jahn  
President, SCAG

Attested by:

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Kome Ajise  
Executive Director

Approved as to Form:

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Joann Africa  
Chief Counsel/Director of Legal Services



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
June 6, 2019

To: Executive/Administration Committee (EAC)
Energy & Environment Committee (EEC)
Regional Council (RC)
From: Hannah Brunelle, Assistant Planner, Active Transportation &
Special Programs, (213) 236-1907, brunelle@scag.ca.gov
Subject: Notice of Exemption (NOE) San Gabriel Valley Greenway
Network Implementation Plan

EXECUTIVE DIRECTOR'S
APPROVAL

Kome Ajise

RECOMMENDED ACTION FOR EEC AND EAC:

Recommend to the Regional Council to 1) adopt Resolution No. 19-612-2 to approve the filing of a California Environmental Quality Act (CEQA) Notice of Exemption for the San Gabriel Valley Council of Governments Greenway Network Implementation Plan (SGVGNIP), subject to the 30-day public inspection period; and 2) to recommend to the Regional Council to accept the California Active Transportation Program Grant pursuant to Resolution No. 19-612-3.

RECOMMENDED ACTION FOR RC:

Adopt Resolution No. 19-612-2, approving the filing of a California Environmental Quality Act (CEQA) Notice of Exemption for the San Gabriel Valley Council of Governments Greenway Network Implementation Plan (SGVGNIP), subject to the 30-day public inspection period; and adopt Resolution No. 19-612-3, accepting the California Active Transportation Program Grant.

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:

SCAG seeks to accept and manage \$200,000 in California Active Transportation Program (ATP) funds ("Grant Funds") to manage the San Gabriel Valley Council of Governments Greenway Network Implementation Plan (SGVGNIP) ("Project"), awarded originally to the San Gabriel Valley Council of Governments (SGVCOG) but relinquished to SCAG. As part of acceptance of the Grant Funds, SCAG assessed potential environmental impacts as required under CEQA and determined the Project is exempt from CEQA.

BACKGROUND:

In coordination with the San Gabriel Valley Council of Governments, SCAG will be developing the SGV Greenway Network. Specifically, the Project aims to:

- a) Prepare detailed designs for two prototypical greenway network segments located at the Big Dalton Wash in the City of Baldwin Park and the San Jose Creek in the City of Pomona.

- b) Develop regional connections for active transportation trips to key destinations and first/last mile gaps including the Foothill Gold Line, Metrolink Stations, and the El Monte Transit Center.
- c) Seek resident and stakeholder engagement through a community engagement process.

Prior to Caltrans allocating the awarded Grant Funds, SCAG must conduct an assessment of potential environmental impacts of the Project pursuant to CEQA in order to determine the type of CEQA document to prepare or whether the Project is exempt. SCAG staff has reviewed the Project and has determined that it is exempt from CEQA under the exemptions discussed herein.

#### **BASIS FOR EXEMPTIONS:**

The key considerations for determining if a project is exempt from CEQA are outlined in Sections 21080(b), 21083, and 21804 of the Public Resources Code and CEQA Guidelines Section 15002(k)(1), 15061, 15062, and 15300 to 15332. In general, CEQA Guidelines include a list of 33 classes of projects which have been determined not to have a significant effect on the environment and which shall, therefore, be exempt from the provisions of CEQA. A project is exempt from CEQA if the project falls within one or more of the 33 classes. Once the lead agency determines that the project falls within any of the 33 classes, the project is exempt from CEQA, and the environmental review process does not need to proceed any farther. The lead agency may prepare and file a Notice of Exemption (NOE) pursuant to CEQA Guidelines Section 15062, the NOE serves as a public notice that the lead agency has determined that a project is exempt from CEQA. The NOE may be filed with the OPR and the county clerk of each county in which the project will be located after approval of the project. Submission of the NOE to the Office of Planning and Research (OPR) and the county clerks completes the review of exemption process for a lead agency under the provisions of CEQA. The filing and posting of an NOE will begin a 30- day public inspection period.

#### **ENVIRONMENTAL ASSESSMENT:**

SCAG staff has conducted an environmental assessment of the Project pursuant to Sections 21080(b), 21083, and 21804 of the Public Resources Code and CEQA Guidelines Sections 15002(k)(1), 15061, 15062, and 15300 to 15332. CEQA Guidelines include a list of 33 classes of projects which have been determined not to have a significant effect on the environment and which shall, therefore, be exempt from the provisions of CEQA. Based upon its assessment, SCAG staff has determined that the following exemptions apply to the Project:

- **CEQA Guidelines §15301(c) – Existing Facilities:** The Project would involve greenway network planning in Los Angeles County, that could foster the minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use of existing highways, streets, sidewalks, gutters, bicycle and pedestrian trails and similar facilities beyond that existing at the time of the lead agency's determination, as set forth in the exemption under CEQA Guidelines §15301(c) - Existing Facilities;
- **CEQA Guidelines §15306- Information Collection:** The Project includes basic data collection, research, experimental management and resource evaluation activities which will not result

in a serious or major disturbance to an environmental resource. The project is strictly for information gathering purposes for possible future action which the agency has not yet approved, adopted or funded, as set forth in the exemption under CEQA Guidelines §15306-Information Collection

- **CEQA Guidelines §15322 – Educational or Training Programs Involving No Physical Changes:** Educational or Training Programs Involving No Physical Changes: The Project would consist of education and outreach programs in the communities of Baldwin Park and Pomona involving no physical changes in the area affected, which would fall under the exemption set forth in CEQA Guidelines §15322 – Educational or Training Programs Involving No Physical Changes.

Upon approval by the Regional Council, SCAG will submit the NOE to be filed with OPR and Los Angeles County Clerk for a 30-day public inspection period, which will begin on or around June 7, 2019 and end on or around July 8, 2019. It is anticipated that the Project would be implemented beginning in April 2020 and completed by December 2021.

**FISCAL IMPACT:**

Work associated with this item will be included in Fiscal Year 2019/2020 Overall Work Program. The project is fully funded, totaling \$200,000, coming from California Active Transportation Program funds.

**ATTACHMENT(S):**

1. Resolution 19-612-2 approving the filing of the Notice of Exemption (NOE) for the San Gabriel Valley Greenway Network Implementation Plan
2. Resolution 19-612-3 authorizing the acceptance of California Active Transportation Program funds for the San Gabriel Valley Greenway Network Implementation Plan
3. Relinquishment letter from the Lead Agency for the San Gabriel Valley Greenway Network Implementation Plan



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

**RESOLUTION NO. 19-612-2**

**A RESOLUTION OF THE SOUTHERN CALIFORNIA  
ASSOCIATION OF GOVERNMENTS (SCAG) TO RELEASE THE  
NOTICE OF EXEMPTION (NOE) FOR THE SAN GABRIEL VALLEY  
COUNCIL OF GOVERNMENTS GREENWAY NETWORK  
IMPLEMENTATION PLAN (SGVGNIP)**

**REGIONAL COUNCIL OFFICERS**

President  
**Bill Jahn, Big Bear Lake**

First Vice President  
**Randon Lane, Murrieta**

Second Vice President  
**Rex Richardson, Long Beach**

Immediate Past President  
**Alan D. Wapner, San Bernardino  
County Transportation Authority**

**COMMITTEE CHAIRS**

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**Bill Jahn, Big Bear Lake**

Community, Economic &  
Human Development  
**Peggy Huang, Transportation  
Corridor Agencies**

Energy & Environment  
**Linda Parks, Ventura County**

Transportation  
**Cheryl Viegas-Walker, El Centro**

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

**WHEREAS**, SCAG adopted the 2016 Regional Transportation Plan and Sustainable Communities Strategy ("RTP/SCS") which included five goals for active transportation: 1) Decrease Bicycle and Pedestrian Fatalities and Injuries, 2) Develop an Active Transportation Friendly Environment throughout the SCAG Region, 3) Increase Active Transportation Usage in the SCAG Region, and 4) Encourage the Development of Local Active Transportation Plans; and 5) Develop Safe Routes to School Policies;

**WHEREAS**, the San Gabriel Valley Council of Governments was awarded \$200,000 in Cycle 3 Active Transportation Program funds for greenway network planning known specifically as the San Gabriel Valley Council of Governments Greenway Network Implementation Plan ("Project");

**WHEREAS**, on May 13, 2019, the San Gabriel Valley Council of Governments completed a request to relinquish the Project and grant administration to the Southern California Association of Governments through a Relinquishment Letter;

**WHEREAS**, the primary goal of the Project is to plan greenway networks in the Cities of Baldwin Park (Big Dalton Wash) and Pomona (San Jose Creek);

**WHEREAS**, the Project is scheduled to be implemented in from April 2020 and completed by December 2021;



**WHEREAS**, SCAG is required conduct an assessment of potential environmental impacts of the Project pursuant to the California Environmental Quality Act (CEQA), prior to receiving allocation of the awarded Grant Funds;

**WHEREAS**, the Project would consist of two distinct activities: (1) Prepare detailed designs for two prototypical greenway network segments located in the City of Baldwin Park, Big Dalton Wash and the San Jose Creek in the City of Pomona, and (2) seek resident and stakeholder engagement through a community engagement process;

**WHEREAS**, SCAG has conducted an environmental assessment of the Project and determined that the Project is categorically exempt from CEQA pursuant to CEQA Guidelines Section 15301(c)- Existing Facilities, Section 15304(h)- Minor Alterations to Land, Section 15306- Information Collection, and is statutorily exempt from CEQA pursuant to CEQA Guidelines Section 15262- Feasibility and Planning Studies because the scope of the Project activities has been determined to not have a significant effect on the environment; and

**WHEREAS**, SCAG has prepared a Notice of Exemption (NOE) to be filed with the State of California Office of Planning and Research (OPR) and the Clerk for the County of Los Angeles where the Projects will be located for a 30-day public inspection period pursuant to CEQA Guidelines Section 15062.

**NOW THEREFORE, BE IT RESOLVED** by the Regional Council of the Southern California Association of Governments, that the foregoing recitals are true and correct and incorporated by this reference.

**BE IT FURTHER RESOLVED THAT** the SCAG Regional Council finds that based upon an environmental assessment of the Project pursuant to Sections 21080(b), 21083, and 21804 of the Public Resources Code and CEQA Guidelines Sections 15002(k)(1), 15061, 15062, and 15300 to 15332, SCAG has determined that the following CEQA exemptions apply to the Project:

- The Project would involve greenway network planning in Los Angeles County, that could foster the minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use of existing highways, streets, sidewalks, gutters, bicycle and pedestrian trails and similar facilities beyond that existing at the time of the lead agency's determination, as set forth in the exemption under CEQA Guidelines §15301(c) - Existing Facilities;
- The Project includes basic data collection, research, experimental management and resource evaluation activities which will not result in a serious or major disturbance to an environmental resource. The project is strictly for information gathering purposes for possible future action which the agency has not yet approved, adopted or funded, as set forth in the exemption under CEQA Guidelines §15306- Information Collection

- Educational or Training Programs Involving No Physical Changes: The Project would consist of education and outreach programs in the communities of Baldwin Park and Pomona involving no physical changes in the area affected, which would fall under the exemption set forth in CEQA Guidelines §15322 – Educational or Training Programs Involving No Physical Changes.

**NOW THEREFORE, BE IT FURTHER RESOLVED** by the Regional Council, that:

1. The Notice of Exemption for the proposed Project has been completed in compliance with CEQA and will be filed with OPR and the Los Angeles County Clerk for a 30-day public inspection period; and
2. The proposed Project does not have a significant effect on the environment, and thus additional environmental review by SCAG is not required for the Project and a Notice of Exemption fulfills the requirements of CEQA.

**PASSED, APPROVED AND ADOPTED** by the Regional Council of the Southern California Association of Governments at its regular meeting this 6<sup>th</sup> day of June, 2019.

---

William “Bill” Jahn  
President, SCAG

Attested by:

---

Kome Ajise  
Executive Director

Approved as to Form:

---

Joann Africa  
Chief Counsel/Director of Legal Services





SOUTHERN CALIFORNIA  
ASSOCIATION OF GOVERNMENTS  
900 Wilshire Blvd., Ste. 1700  
Los Angeles, CA 90017  
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REGIONAL COUNCIL OFFICERS

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Community, Economic &  
Human Development  
**Peggy Huang, Transportation  
Corridor Agencies**

Energy & Environment  
**Linda Parks, Ventura County**

Transportation  
**Cheryl Viegas-Walker, El Centro**

**RESOLUTION NO. 19-612-3**

**A RESOLUTION OF THE SOUTHERN CALIFORNIA  
ASSOCIATION OF GOVERNMENTS (SCAG) AUTHORIZING  
THE ACCEPTANCE OF CALIFORNIA ACTIVE TRANSPORTATION  
PROGRAM (ATP) GRANT FUNDS FOR THE SAN GABRIEL VALLEY  
COUNCIL OF GOVERNMENTS GREENWAY NETWORK IMPLEMENTATION PLAN**

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

**WHEREAS**, SCAG adopted the 2016 Regional Transportation Plan and Sustainable Communities Strategy ("RTP/SCS") which included five goals for active transportation: 1) Decrease Bicycle and Pedestrian Fatalities and Injuries, 2) Develop an Active Transportation Friendly Environment throughout the SCAG Region, 3) Increase Active Transportation Usage in the SCAG Region, and 4) Encourage the Development of Local Active Transportation Plans; and 5) Develop Safe Routes to School Policies;

**WHEREAS**, the San Gabriel Valley Council of Governments was awarded \$200,000 in Cycle 3 California Active Transportation Program (ATP) funds ("Grant Funds") for the San Gabriel Valley Greenway Network Implementation Plan ("Project");

**WHEREAS**, the San Gabriel Valley Council of Governments relinquished the Grant Funds and requested SCAG assume responsibility for managing the San Gabriel Valley Greenway Network Implementation Plan;

**WHEREAS**, the primary goal of the Project is to plan greenway networks in the Cities of Baldwin Park (Big Dalton Wash) and Pomona (San Jose Creek).

**NOW THEREFORE, BE IT RESOLVED** by the Regional Council of the Southern California Association of Governments, that;

1. The Regional Council hereby authorizes SCAG to accept and administer the Grant Funds in the amount of approximately \$200,000 to support the San Gabriel Valley Council of Governments Greenway Network Implementation Plan; and

2. SCAG's Executive Director or his designee is hereby designated and authorized by the Regional Council to execute all necessary agreements and other documents on behalf of the Regional Council as they relate to receipt of the Grant Funds supporting the San Gabriel Valley Council of Governments Greenway Network Implementation Plan.

**PASSED, APPROVED AND ADOPTED** by the Regional Council of the Southern California Association of Governments at its regular meeting this 6<sup>th</sup> day of June, 2019.

---

William "Bill" Jahn  
President, SCAG

Attested by:

---

Kome Ajise  
Executive Director

Approved as to Form:

---

Joann Africa  
Chief Counsel/Director of Legal Services



OFFICERS

President  
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1<sup>st</sup> Vice President  
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2<sup>nd</sup> Vice President  
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Pomona

Rosemead

San Dimas

San Gabriel

San Marino

Sierra Madre

South El Monte

South Pasadena

Temple City

Walnut

West Covina

First District, LA County  
Unincorporated Communities

Fourth District, LA County  
Unincorporated Communities

Fifth District, LA County  
Unincorporated Communities

SGV Water Districts

May 8, 2019

Mr. Steve Novotny, Chief  
Attention: Dale Benson  
Office of Local Assistance  
California Department of Transportation  
District 7 - Los Angeles and Ventura Counties  
100 South Main Street, 12-420  
Los Angeles, CA 90012

ATP ID: ATP03-07-077M  
PPNO: 5531  
San Gabriel Valley Greenway Network  
Implementation Plan

**RE: SAN GABRIEL VALLEY GREENWAY NETWORK IMPLEMENTATION PLAN**

Dear Mr. Novotny:

I am writing to you regarding Cycle 3 ATP, ATP ID ATP03-07-077M, Caltrans District 7. The San Gabriel Valley Council of Governments relinquishes this project to the Southern California Association of Governments.

This project includes 4 components:

1. Developing conceptual path plans for the San Jose Creek and Big Dalton Wash
2. Completing a San Gabriel Valley Greenway Network Implementation Plan
3. Collecting bicycle and pedestrian data in the project area; and
4. Undertaking education and encouragement programming to provide residents of the project area bicycle safety and maintenance education.

We appreciate your assistance on this matter. Should you have any questions, please contact Katie Ward (kward@sgvcog.org).

Sincerely,

Marisa Creter  
Executive Director  
San Gabriel Valley Council of Governments



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
June 6, 2019

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Art Yoon, Director of Policy and Public Affairs, Legislation,
(213) 236-1840, ArtYoon@scag.ca.gov
Subject: SCAG Memberships and Sponsorships

EXECUTIVE DIRECTOR'S
APPROVAL

Kome Ajise

RECOMMENDED ACTION:

Approve

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 meeting on May 21, 2019, the Legislative/Communications and Membership Committee (LCMC) recommended approval of up to \$12,500 in sponsorships for the University of Southern California Sol Price School of Public Policy - Executive Education (EXED) Program.

BACKGROUND:

Item 1: University of Southern California Sol Price School of Public Policy - Executive Education (EXED) Program
Type: Sponsorship Amount: \$12,500

The Executive Education (EXED) Forum for Policy at the University of Southern California (USC) Sol Price School of Public Policy (Price) offers a broad-based specialized non-degree certificate programs for local and global leaders. The EXED Forum is a suite of programs targeting public sector and other senior, mid-level, and emerging leaders, and is designed to deepen their understanding of substantive policy issues, augment their ability to leverage and increase existing public sector capacity, and foster leadership - all with the purpose of improving public and nonprofit administration and solving public problems. The Forum achieves this by bringing together world-renowned faculty of USC Price, experienced practitioners and a dynamic curriculum to teach and reach across boundaries.

The EXED Forum offers two programs: 1) Local Leaders Program, and 2) Global Leaders Program. The Local Leaders Program is designed for local elected officials and offers a focused curriculum in ethics, governance, leadership, and public policy to promote and enhance commitment to public value and to reach across sectors. The target audiences for this program are mayors, council members, supervisors, and special district board members.



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SCAG has been a supporter of the USC Price EXED Forum since the 2011-2012 program and is listed on their website as a Strategic/Sponsoring Partner. Several SCAG cities have participated in the Local Leaders Program, including former SCAG Presidents Pam O'Connor, Larry McCallon, and Alan Wapner. SCAG staff is recommending a sponsorship in the amount of \$12,500.

**FISCAL IMPACT:**

\$12,500 for memberships/sponsorships is included in the approved FY 18-19 General Fund budget.



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
June 6, 2019

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Basil Panas, Chief Financial Officer, Contracts, 213-236-1817,
panas@scag.ca.gov
Subject: Contracts \$200,000 or Greater: 19-030-C01, SCAG Regional
Greenprint

EXECUTIVE DIRECTOR'S
APPROVAL

Kome Ajise

RECOMMENDED ACTION:

Approve Contract No. 19-030-C01 in an amount of \$705,601 with The Nature Conservancy to develop SCAG's Regional Greenprint, subject to the SCAG Internal Auditor's review of the Consultant's direct and indirect rates.

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 shall prepare SCAG's Regional Greenprint a strategic conservation tool that provides the best available scientific data and scenario visualizations to help cities, counties and transportation agencies make better land use and transportation infrastructure decisions.

BACKGROUND:

Staff recommends executing the following contract \$200,000 or greater subject to the review of Consultant's rates by the SCAG Internal Auditor:

Table with 3 columns: Consultant/Contract #, Contract Purpose, Contract Amount. Row 1: The Nature Conservancy (19-030-C01), The selected consultants shall develop SCAG's Regional Greenprint., \$705,601

FISCAL IMPACT:

Funding of \$325,000 is included in the FY 2019-20 budget in project number 290.4862.01, Senate Bill 1 (SB1) Formula Grant and Transportation Development Act (TDA), and the remaining \$380,601 is expected to be allocated in the FY 20-2021 budget, subject to budget availability.

ATTACHMENT(S):

- 1. Contract Summary 19-030-C01
2. Contract Summary 19-030-C01 COI

**CONSULTANT CONTRACT 19-030-C01**

**Recommended Consultant:** The Nature Conservancy

**Background & Scope of Work:** The consultant shall prepare SCAG’s Regional Greenprint, a strategic conservation tool that provides the best available scientific data and scenario visualizations to help cities, counties and transportation agencies make better land use and transportation infrastructure decisions.

The need for this project is driven by:

- The need to balance regional growth with the multiple conservation challenges affecting Southern California such as drought, climate change, and habitat loss;
- The need to better prioritize lands for mitigation that have regional conservation benefits;
- The need to accommodate infrastructure development while protecting important natural resources; and
- The lack of consistent, regional data and tools that can be used across sectors to assess land use decisions transparently and objectively.

This project supports regional transportation planning by providing users such as transportation agencies the ability to see how infrastructure affects the environment, and what areas to prioritize for mitigation requirements.

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

- A publically available web-based multi-benefit conservation assessment tool;
- Updated and expanded natural lands data inventory; and
- A white paper on Regional Mitigation strategies and recommendations for the SCAG region.

**Strategic Plan:** This item supports SCAG’s Strategic Plan Goal 3: Be the foremost data information hub for the region and Goal #4: Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

<b>Contract Amount:</b>	<b>Total not to exceed</b>	<b>\$705,601</b>
	The Nature Conservancy (prime consultant)	\$484,621
	Greeninfo Network (subconsultant)	\$130,980
	Science Advisor (sub consultant)	\$90,000

**Contract Period:** Notice to Proceed through June 30, 2021

**Project Number(s):** 290.4862U5.01     \$287,723  
290.4862E.01     \$37,277

Funding source(s): Fiscal Year 19 Senate Bill 1 (SB 1) Formula Grant; and Transportation Development Act (TDA).

Funding of \$325,000 is included in the FY 2019-2020 budget in project number 290.4862.01, and the remaining \$380,601 is expected to be allocated in the FY 2020-2021 budget, subject to budget availability.

**Request for Proposal (RFP):** Not applicable

**Selection Process:** SCAG staff selected The Nature Conservancy as a sole source for the contract award because the consultant:

- Is a highly-reputable non-profit in the areas of conservation and sustainability and thus can leverage more resources and have stronger relationships with important stakeholders than a for-profit firm;
- Demonstrated an excellent understanding of SCAG requirements, specifically because they conceived of and developed the first regional web-based Greenprint tool for the Bay Area; and
- Provided an excellent technical approach, that was holistic and it addressed policy, science, and public outreach needs for the project.

**Basis for Selection:** Given The Nature Conservancy's unique niche expertise, staff awarded a non-profit sole source contract to them pursuant to State of California Contracts Manual, Sections 3.15 and 3.17 regarding Subvention and Local Assistance Contracts.



### Conflict Of Interest (COI) Form - Attachment

Approve Contract No. 19-030-C01 in an amount of \$705,601 with The Nature Conservancy to develop SCAG's Regional Greenprint, subject to the SCAG Internal Auditor's review of the Consultant's direct and indirect rates.

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)?
The Nature Conservancy (prime consultant)	Yes; form is attached
Greeninfo Network (subconsultant)	No; form is attached
Science Advisor (sub consultant)	No; form is attached

# SCAG CONFLICT OF INTEREST FORM

RFP No./Contract No. 19-030-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 [www.scag.ca.gov](http://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:** The Nature Conservancy  
**Name of Preparer:** Abigail Ramsden  
**Project Title:** Regional Greenprint  
**Date Submitted:** 5/21/19

## 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 19-030-C01 COI (Contracts \$200,000 or Greater: 19-030-C01, SCAG Regional Greenprint)

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
Jill Sourial (to Eric Garcetti)	2013	\$150
_____	_____	_____
_____	_____	_____
_____	_____	_____

**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) Scott Morrison, hereby declare that I am the (position or title) Director of Conservation Programs & Science of (firm name) The Nature Conservancy in California, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 5/21/19 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)

\_\_\_\_\_  
 5/23/19  
 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.



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
June 6, 2019

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Basil Panas, Chief Financial Officer, Contracts, 213-236-1817,
panas@scag.ca.gov
Subject: Contracts \$200,000 or Greater: 19-050-C01, Riverside Active
Transportation Plan (ATP) Phase 2

EXECUTIVE DIRECTOR'S
APPROVAL

Handwritten signature: Kome Ajise

RECOMMENDED ACTION:

Approve Contract No. 19-050-C01 in an amount not to exceed \$374,994 with Alta Planning and Design to develop a city-wide Active Transportation Plan for the City of Riverside.

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 shall provide services for a Sustainability Planning Grant for the City of Riverside. Consistent with the requirements of the SB1 funding, the consultant shall develop a city-wide Active Transportation Plan, a Pedestrian Target Hardening Plan and a Complete Streets Ordinance as part of the Project. The consultant shall develop an existing conditions technical report, conduct comprehensive community outreach plan and deliver ten walk audits to assess safety and connectivity concerns in the city, develop preferred active transportation networks, prioritize projects and develop a funding and implementation plan for the Active Transportation Plan and Pedestrian Target Hardening Plan.

BACKGROUND:

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

Table with 3 columns: Consultant/Contract #, Contract Purpose, Contract Amount. Row 1: Alta Planning and Design (19-050-C01), The consultant shall develop a city-wide Active Transportation Plan for the City of Riverside, \$374,994

FISCAL IMPACT:

Funding for this project in the amount of \$374,994 is available in the FY 2018-19 Overall Work Program (OWP) budget: \$100,000 in 275-4823.01 (FY18 SB 1 Formula Grant); \$150,000 in 275-4823.02 (FY19 SB 1 Formula Grant); and \$124,994 cash match from the City of Riverside, Measure A Local Return Funds.

ATTACHMENT(S):



- 
1. Contract Summary 19-050-C01
  2. COI 19-050-C01

## CONSULTANT CONTRACT 19-050-C01

**Recommended Consultant:** Alta Planning + Design

**Background & Scope of Work:** The consultant shall provide services for a Sustainability Planning Grant for the City of Riverside. Consistent with the requirements of the Senate Bill 1 (SB1) grant that funds this project, the consultant shall develop a city-wide Active Transportation Plan, a Pedestrian Target Hardening Plan and a Complete Streets Ordinance as part of the project. The consultant shall develop an existing conditions technical report, conduct comprehensive community outreach plan and deliver ten walk audits to assess safety and connectivity concerns in the city, develop preferred active transportation networks, prioritize projects and develop a funding and implementation plan for the Active Transportation Plan and Pedestrian Target Hardening Plan.

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

- Developing a localized Active Transportation Plan to support SCAG's regional active transportation goals outlined in the adopted 2016 Regional Transportation Plan/Sustainable Communities Strategy;
- Conducting robust community outreach to engage residents and local stakeholders in the planning process;
- Delivering a Complete Streets Ordinance to prioritize safety and mobility for all ages and abilities in the City of Riverside; and
- Developing a Pedestrian Target Hardening Plan to secure and provide aesthetic measures to enhance public space.

**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:**

<b>Total not to exceed</b>	<b>\$374,994</b>
Alta Planning + Design (prime consultant)	\$297,121
Arellano Associates (subconsultant)	\$43,171
KPFF Consulting Engineers (subconsultant)	\$20,002
SO Traffic (subconsultant)	\$14,700

Note: Alta Planning + Design originally proposed \$397,981, but staff negotiated the price down to \$374,994 without reducing the scope of work.

**Contract Period:** Notice to Proceed through June 30, 2020

**Project Number:** 275-4823.02

Funding source(s): FY18 SB 1 Formula Grant, FY19 SB 1 Formula Grant, Cash match from the City of Riverside, Measure A Local Return Funds.

Funding for this project in the amount of \$374,994 is available in the FY 2018-19 Overall Work Program (OWP) budget: \$100,000 in 275-4823.01 (FY18 SB 1 Formula Grant); \$150,000 in 275-4823.02 (FY19 SB 1 Formula Grant); and \$124,994 cash match from the City of Riverside, Measure A Local Return Funds.

Attachment: Contract Summary 19-050-C01 (Contracts \$200,000 or Greater: 19-050-C01, Riverside Active Transportation Plan (ATP) Phase 2.)

**Request for Proposal (RFP):** SCAG staff notified 1,946 firms of the release of RFP 19-050 via SCAG’s Solicitation Management System website. A total of 59 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:

<b>Alta Planning + Design (3 subconsultants)</b>	<b>\$397,981</b>
Toole Design (2 subconsultants)	\$239,485
KOA (2 subconsultants)	\$293,687
Chen Ryan (1 subconsultant)	\$419,801

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

The PRC consisted of the following individuals:

- Hannah Brunelle, Assistant Regional Planner, SCAG
- Nathan Mustafa, Traffic Engineer, City of Riverside
- Alisa Sramala, Trails (Recreational) Coordinator, City of Riverside
- Chris Tzeng, Program Manager, Western Riverside Council of Governments
- Thanya Espericueta, Associate Transportation Planner, Caltrans District 8

**Basis for Selection:** The PRC recommended Alta Planning and Design for the contract award because the consultant:

- Demonstrated the best understanding of the project, specifically identifying data sources, local stakeholders, and familiarity of existing plans and policies in the City;
- Demonstrated strong integration of subconsultants and attention to detail in the schedule to complete the project on time and meet the objectives outlined in the RFP;
- Demonstrated experience with underserved communities, specifically providing innovative outreach strategies that will reach the disadvantaged populations by partnering with existing organizations and co-hosting outreach meetings; and
- Provided the best technical approach, specifically their Pedestrian Target Hardening Plan including recommendations, such as selecting types of physical barriers for securing public spaces, aesthetic alternatives to physical barriers, and identification of vulnerable public spaces within the city through conducting initial background research.

Although two (2) other firms proposed lower prices, the PRC did not recommend these firms for contract award because these firms:

- Did not demonstrate a sufficient level of understanding of, and the detail to address, developing Pedestrian Target Hardening Plans; and
- Did not specifically outline their approach to recommendations and identification of vulnerable public spaces for the Pedestrian Target Hardening Plan.



**Conflict Of Interest (COI) Form - Attachment  
For June 6, 2019 Regional Council Approval**

Approve Contract No. 19-050-C01 in an amount not to exceed \$374,994 with Alta Planning + Design to develop a city-wide Active Transportation Plan for the City of Riverside.

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)?
Alta Planning + Design (prime consultant)	No - form attached
Arellano Associates (subconsultant)	No - form attached
KPFF (subconsultant)	No - form attached
SO Traffic (subconsultant)	No - form attached

# SCAG CONFLICT OF INTEREST FORM

RFP No. 19-050

## 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](http://www.scag.ca.gov). The SCAG Conflict of Interest Policy is located under "OPPORTUNITIES", then "Doing Business with SCAG" and scroll down under the "CONTRACTS" tab; whereas the SCAG staff may be found under "ABOUT" then "Employee Directory"; and Regional Council members can be found under "ABOUT", then scroll down to "ELECTED OFFICIALS" on the left side of the page and click on "See the list of SCAG representative and their Districts."

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

Name of Firm: Alta Planning + Design  
Name of Preparer: Greg Maher  
Project Title: Riverside Active Transportation Plan Phase 2  
RFP Number: 19-050 Date Submitted: 4/17/2019

## 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: COI 19-050-C01 (Contracts \$200,000 or Greater: 19-050-C01, Riverside Active Transportation Plan (ATP) Phase 2.)

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) Greg Maher, hereby declare that I am the (position or title) Vice President of (firm name) Alta Planning + Design, 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 4/15/2019 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)

\_\_\_\_\_  
 4/15/2019  
 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. 19-050

## 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](http://www.scag.ca.gov). The SCAG Conflict of Interest Policy is located under "OPPORTUNITIES", then "Doing Business with SCAG" and scroll down under the "CONTRACTS" tab; whereas the SCAG staff may be found under "ABOUT" then "Employee Directory"; and Regional Council members can be found under "ABOUT", then scroll down to "ELECTED OFFICIALS" on the left side of the page and click on "See the list of SCAG representative and their Districts."

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

Name of Firm: Arellano Associates

Name of Preparer: Genoveva L. Arellano

Project Title: Riverside Active Transportation Plan (ATP) Phase 2.

RFP Number: 19-050 Date Submitted: \_\_\_\_\_

## 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: COI 19-050-C01 (Contracts \$200,000 or Greater: 19-050-C01, Riverside Active Transportation Plan (ATP) Phase 2.)

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) Genoveva L. Arellano, hereby declare that I am the (position or title) Principal of (firm name) Arellano Associates, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 4/17/19 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.

  
 \_\_\_\_\_ Date 4/17/19  
 Signature of Person Certifying for Proposer (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. 19-050

## 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](http://www.scag.ca.gov). The SCAG Conflict of Interest Policy is located under "OPPORTUNITIES", then "Doing Business with SCAG" and scroll down under the "CONTRACTS" tab; whereas the SCAG staff may be found under "ABOUT" then "Employee Directory"; and Regional Council members can be found under "ABOUT", then scroll down to "ELECTED OFFICIALS" on the left side of the page and click on "See the list of SCAG representative and their Districts."

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

Name of Firm: KPFF Consulting Engineers  
Name of Preparer: Sharon Gallant, PE, SE  
Project Title: Active Transportation Plan & Pedestrian Target Hardening Plan, City of Riverside, CA  
RFP Number: 19-050 Date Submitted: 04/08/2019

## 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) Sharon M. Gallant, hereby declare that I am the (position or title) Principal of (firm name) KPFF Consulting Engineers, 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 04/08/2019 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.

  
 \_\_\_\_\_ Date 04/08/2019  
 Signature of Person Certifying for Proposer Date  
 (original signature required)

**NOTICE**

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# SCAG CONFLICT OF INTEREST FORM

RFP No. 19-050

## 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](http://www.scag.ca.gov). The SCAG Conflict of Interest Policy is located under "OPPORTUNITIES", then "Doing Business with SCAG" and scroll down under the "CONTRACTS" tab; whereas the SCAG staff may be found under "ABOUT" then "Employee Directory"; and Regional Council members can be found under "ABOUT", then scroll down to "ELECTED OFFICIALS" on the left side of the page and click on "See the list of SCAG representative and their Districts."

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

Name of Firm: SO Traffic  
Name of Preparer: Michael Sampson  
Project Title: Riverside Active Transportation Plan Phase 2  
RFP Number: 19-050 Date Submitted: 4/3/19

## 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) Michael Sampson, hereby declare that I am the (position or title) Vice President of (firm name) SO-Traffic, 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 4/3/19 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.

  
 \_\_\_\_\_ 4/3/19  
 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.



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
June 6, 2019

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Basil Panas, Chief Financial Officer, Contracts, 213-236-1817,
panas@scag.ca.gov
Subject: Contracts \$200,000 or Greater: 19-040-C01, City of Wildomar
Active Transportation Plan

EXECUTIVE DIRECTOR'S
APPROVAL

Kome Ajise

RECOMMENDED ACTION:

Approve Contract No. 19-040-C01 in an amount of \$299,975 with Chen Ryan and Associates to develop an Active Transportation Plan (Plan) and implement a Go Human demonstration project for the City of Wildomar.

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 shall develop a city-wide Active Transportation Plan as well as a Go Human event, demonstrating active transportation infrastructure as part of the project. They shall develop an existing conditions report, conduct comprehensive community outreach, plan and deliver walk audits, and conduct bicycle and pedestrian counts.

BACKGROUND:

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

Table with 3 columns: Consultant/Contract #, Contract Purpose, Contract Amount. Row 1: Chen Ryan and Associates (19-040-C01), The selected consultants shall develop a city-wide Active Transportation Plan as well as a Go Human event for the City of Wildomar., \$299,975

FISCAL IMPACT:

Funding for this project in the amount of \$300,000 is available in the FY 2018-19 Overall Work Program (OWP) budget: \$23,000 in 275-4823.01 (FY18 SB 1 Formula Grant); \$100,000 in 225-3564.10 (MSRC/AB 2766 Discretionary Funds); and \$177,000 in 150-4590.01 (CPG Funds).

ATTACHMENT(S):

- 1. Contract Summary 19-040-C01
2. Contract Summary 19-040-C01 COI



**CONSULTANT CONTRACT 19-040-C01**

**Recommended Consultant:** Chen Ryan and Associates

**Background & Scope of Work:** The consultant shall provide services for a Sustainability Planning Grant for the City of Wildomar’s Active Transportation Plan and Go Human demonstration project. Consistent with the requirements of the Senate Bill 1 (SB1) and Mobile Source Air Pollution Reduction Review Committee (MSRC) funding, the consultant shall develop a city-wide Active Transportation Plan and a Go Human event demonstrating active transportation infrastructure as part of the Project. They shall develop an existing conditions report, conduct comprehensive community outreach, plan and deliver walk audits, conduct bicycle and pedestrian counts, develop preferred active transportation networks, prioritize projects as well as develop a funding and implementation plan for the Active Transportation Plan.

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

- Developing a localized Active Transportation Plan to support SCAG’s regional active transportation goals outlined in the adopted 2016 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS);
- Conducting robust community outreach to engage residents and local stakeholders in the planning process; and
- Delivering a *Go Human* event to demonstrate planned infrastructure and engage the public in potential active transportation infrastructure improvements.

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

<b>Contract Amount:</b>	<b>Total not to exceed</b>	<b>\$299,975</b>
	Chen Ryan (prime consultant)	\$185,015
	Alta Planning + Design (subconsultant)	\$70,982
	Placeworks (subconsultant)	\$43,978

**Contract Period:** Notice to Proceed through July 1, 2020

**Project Number(s):** Funding for this project in the amount of \$300,000 is available in the FY 2018-19 Overall Work Program (OWP) budget: \$23,000 in 275-4823.01 (FY18 SB 1 Formula Grant); \$100,000 in 225-3564.10 (MSRC/AB 2766 Discretionary Funds); and \$177,000 in 150-4590.01 (CPG Funds).

**Request for Proposal (RFP):** SCAG staff notified 2,039 firms of the release of RFP 19-040-C01 via SCAG’s Solicitation Management System website. A total of 44 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:

<b>Chen Ryan Associates, Inc. (2 subconsultants)</b>	<b>\$300,000</b>
KTU&A (2 subconsultants)	\$299,439
IBI Group (1 subconsultant)	\$299,713
KOA Corporation (3 subconsultants)	\$399,137

Attachment: Contract Summary 19-040-C01 (Contracts \$200,000 or Greater: 19-040-C01, City of Wildomar Active Transportation Plan)

**Selection Process:**

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

The PRC consisted of the following individuals:

- Hannah Brunelle, Assistant Planner, SCAG
- Cameron Luna, Associate Engineer, City of Wildomar
- Janet Morales, City of Wildomar
- Stephanie Gallegos, Transportation Planner, Caltrans District

**Basis for Selection:**

The PRC recommended Chen Ryan for the contract award because the consultant:

- Demonstrated the best understanding and intent of the project, specifically the level of background research and experience with projects of similar size and character. The team has strong project experience managing active transportation projects. Moreover, for relatively the same budget proposed by two (2) of the other firms, Chen Ryan included value added services that were in addition to the stated scope of work. Specifically, preferred plan analysis and technical report by conducting additional analysis on the preferred plan selection and grant application assistance;
- Demonstrated the best specific experience implementing similar projects and proposed creative best practices to engage the community based on the experience of their sub-consultant working with the community and how the community has responded to different types of engagement in the past; and
- Provided the best technical approach, due to their value added services, grant writing assistant, use of technology for walk audits and data collection, concurrent work schedule with the circulation element and plan.



**Conflict Of Interest (COI) Form - Attachment for June 6, 2019 Regional Council Approval**

Approve Contract No. 19-040-C01 in an amount of \$299,975 with Chen Ryan and Associates to develop an Active Transportation Plan (Plan) and implement a *Go Human* demonstration project for the City of Wildomar.

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)?
Chen Ryan Associates, Inc. (prime consultant)	No - form attached
Alta Planning + Design (subconsultant)	No - form attached
Placeworks, Inc. (subconsultant)	No - form attached

# SCAG CONFLICT OF INTEREST FORM

RFP No. 19-040

## 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](http://www.scag.ca.gov). The SCAG Conflict of Interest Policy is located under "OPPORTUNITIES", then "Doing Business with SCAG" and scroll down under the "CONTRACTS" tab; whereas the SCAG staff may be found under "ABOUT" then "Employee Directory"; and Regional Council members can be found under "ABOUT", then scroll down to "ELECTED OFFICIALS" on the left side of the page and click on "See the list of SCAG representative and their Districts."

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

**Name of Firm:** Chen Ryan Associates, Inc.  
**Name of Preparer:** Monique Chen  
**Project Title:** City of Wildomar Active Transportation Plan  
**RFP Number:** 2019-040 **Date Submitted:** 2/27/2019

## 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) Monique Chen, hereby declare that I am the (position or title) Principal of (firm name) Chen Ryan Associates, Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 2/27/2019 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.

  
 \_\_\_\_\_ 2/27/2019  
 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. 19-040

## 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 Deputy Legal Counsel, especially if you answer “yes” to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

Name of Firm: Alta Planning + Design  
Name of Preparer: Greg Maher  
Project Title: Wildomar Active Transportation Plan  
RFP Number: 19-040 Date Submitted: 2/19/2019

## 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:

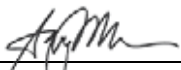
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**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) Greg Maher, hereby declare that I am the (position or title) Vice President of (firm name) Alta Planning + Design, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 2/19/2019 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.

  
 \_\_\_\_\_ 2/19/2019  
 Signature of Person Certifying for Proposer Date  
 (original signature required)

**NOTICE**

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# SCAG CONFLICT OF INTEREST FORM

RFP No. 19-040

## 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 Deputy Legal Counsel, especially if you answer “yes” to any question in this form, as doing so MAY also disqualify your firm from submitting an offer on this proposal

**Name of Firm:** PlaceWorks, Inc.  
**Name of Preparer:** Kara Kosel, Contracts Manager  
**Project Title:** City of Wildomar Active Transportation Plan  
**RFP Number:** 19-040      **Date Submitted:** February 13, 2019

## 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) Karen Gulley, hereby declare that I am the (position or title) Principal of (firm name) Placeworks, 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 February 13, 2019 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)

\_\_\_\_\_  
 February 13, 2019  
 Date

**NOTICE**

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Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**June 6, 2019**

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

**EXECUTIVE DIRECTOR'S  
APPROVAL**

**From:** Hannah Brunelle, Assistant Planner, Active Transportation &  
Special Programs, (213) 236-1907, brunelle@scag.ca.gov

**Subject:** SCAG Randall Lewis Employee Wellness Program

**RECOMMENDED ACTION:**

For Information Only - No Action Required.

**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:**

*SCAG seeks to implement the Randall Lewis Employee Wellness Program sponsored by Mr. Randall Lewis to engage SCAG staff members and elected leaders to promote employee wellness. Health performance indicators will be established to measure program outcomes. Staff will provide monthly updates on the program to share progress and information to support other agencies in engaging in wellness in the workplace programs across the region.*

**BACKGROUND:**

Public health outcomes in the SCAG region have largely declined or remained constant in the 5-year period from 2012-2016, including rising rates of chronic diseases such as obesity and diabetes. Employee wellness programs are an important piece to improve wellness in the workplace and helping to foster a culture of healthy habits for employees to practice in their everyday lives. Programs are most successful when key health performance indicators can be tracked, monitored, and improved throughout the life of the program and reinforced through health-oriented activities.

Every month beginning in June 2019, there will be a special “Challenge” for teams of SCAG employees and Executive Board Officers to engage the teams in friendly competition. The program is intended to last 7 months, from June, 2019 through December, 2019.

Specifically, the Program aims to:

- Engage Executive Officers to “Champion” the program and serve as regional leaders for wellness;
- Engage SCAG staff in health and wellness activities to make progress towards three key performance indicators – physical activity, healthy eating, mindful wellness and stress reduction;

- Elevate the effectiveness of employee wellness programs by generating program performance data to serve as a regional example;
- “Gamify” wellness by engaging in monthly competitions among teams.

In order to assess the initial baseline of program participants, SCAG staff is promoting a survey for all participants to understand behavior change throughout the program by comparing the baseline to data gathered through Strava. At each monthly Regional Council meeting, the SCAG will use the Strava team leaderboard to display progress from each team. The team in the lead of the monthly “Challenge” will receive a prize, such as a Fitbit, free fitness class pass, or gift card for a healthy meal.

Example activities and monthly challenges include:

- Walking Challenge - Walk to farmers market and catered healthy lunch.
- Mindfulness Activity - Participate in guided mindful meditation and learn about steps to reduce stress.
- Biking Challenge - Organized bike ride with Los Angeles County Bicycle Coalition (LACBC).

Elected officials are encouraged to join a wellness team and participate in monthly challenges. An information table will be set up during the June 6 meetings for elected officials to learn more and sign-up to participate in the program.

**FISCAL IMPACT:**

The program is fully funded through project# 800-0160.24, totaling \$20,000 sponsored by Mr. Randall Lewis and managed through the Active Transportation and Special Programs team.

**ATTACHMENT(S):**

1. PowerPoint Presentation: Randall Lewis Employee Wellness Program

# SCAG Randall Lewis Employee Wellness Program

Hannah Brunelle  
Active Transportation and Special Programs  
June 6, 2019

[www.scag.ca.gov](http://www.scag.ca.gov)



## Regional Public Health Challenges

- Public health trends in the SCAG region have largely declined or remain unchanged in the past 15 years.
  - Rates of obesity have **increased over 10% since 2001**. In the past 4 years, obesity rates **increased 4.5% to 29.6%**
  - Rates of pre-diabetes **increased 4.4% in the past 4 years to over 13%**
  - A 2017 SCAG study estimated costs associated with chronic diseases cost the region **\$21.3 billion/year**

## Program Overview

- Employee wellness programs help improve wellness in the workplace and foster a culture of healthy habits.
- Successful programs track performance indicators and reinforce engagement through health-oriented activities.



## Program Objectives

Lead by example and implement our policies through actions

Engage SCAG staff and Board Officers in activities to improve health and wellness

Generate performance data to elevate the effectiveness of wellness programs

“Gamify” wellness by engaging in monthly competitions among teams

## Program Objectives



## Example Monthly Challenges and Activities

Walking Challenge and Walk to Farmers Market

Try a New Activity Challenge

Group Bike Ride with Los Angeles County Bike Coalition

Mindful Challenge and Yoga

Improvements Based Challenge



## Teams

### • **Team 1: Captain Bill Jahn**

- Executive Office
- IT
- Administration and Human Resources
- Transportation

### • **Team 2: Captain Randon Lane**

- Finance
- Research and Analysis
- Legal

### • **Team 3: Captain Rex Richardson**

- Compliance and Performance Monitoring
- Modeling and Forecasting
- Active Transportation and Special Programs

### • **Team 4: Captain Alan Wapner**

- Policy and Public Affairs
- Goods Movement/Transportation Finance
- Sustainability

## Next Steps

1. Sign up for a Strava account ([strava.com](http://strava.com)) and accept your invite to your team's Club. Example: "Team Rex Richardson";
2. Take the initial survey to establish a program baseline;
3. Participate in monthly challenges and track your activities on Strava to win prizes and compete with your team!





Thank you!

Hannah Brunelle  
[brunelle@scag.ca.gov](mailto:brunelle@scag.ca.gov)  
(213) 236-1907

[www.scag.ca.gov](http://www.scag.ca.gov)





Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
June 6, 2019

To: Community
Economic & Human Development Committee (CEHD)
Energy & Environment Committee (EEC)
Transportation Committee (TC)
Regional Council (RC)
From: Rongsheng Luo, Program Manager II, Compliance &
Performance Monitoring, (213) 236-1994, LUO@scag.ca.gov
Subject: Connect SoCal Technical Methodology Submittal to California
Air Resources Board

EXECUTIVE DIRECTOR'S
APPROVAL

Kome Ajise

RECOMMENDED ACTION FOR EEC:

For Information Only – No Action Required

RECOMMENDED ACTION FOR CEHD, TC AND RC:

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.

EXECUTIVE SUMMARY:

As required by California law, SCAG has submitted to the California Air Resources Board (ARB) for its approval the Technical Methodology that SCAG intends to quantify the greenhouse gas emissions from Connect SoCal, the 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy for the SCAG region. Staff will present EEC with a brief summary of the statutory requirements, the development process, the content, and the next steps of the Technical Methodology.

BACKGROUND:

Pursuant to California Government Code Section 65080(b)(2)(J)(i), prior to starting the formal public participation process required by state planning law, a Metropolitan Planning Organization (MPO) must develop and submit to the California Air Resources Board (ARB) for its approval the technical methodology it intends to use to estimate the greenhouse gas (GHG) emissions from its Sustainable Communities Strategy (SCS) (or, if necessary, Alternative Planning Strategy).

SCAG is developing Connect SoCal, its mandated 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), and has initiated the required formal public participation process by holding the first public workshop on May 14, 2019. SCAG submitted its Technical Methodology to ARB on May 13, 2019, before the first public workshop was held.

In late March 2019, ARB released the Final Draft Sustainable Communities Strategy Program and Evaluation Guidelines (Final Draft Guidelines). The Final Draft Guidelines includes a technical methodology template prescribing what should be included in the technical methodology. In accordance with the ARB's guidance template, staff from every planning department at SCAG prepared their respective portions of the Technical Methodology, organized into the following nine sections:

**Section I. Introduction** describes the purpose of the Technical Methodology, identifies the applicable per capita GHG emissions reduction targets set by ARB, provides an overview of the analysis years, outlines the SCS schedule, and summarizes the organization of the Technical Methodology document.

**Section II. Overview of Existing Conditions** describes significant changes in existing regional and local planning contexts since the adoption of the last 2016 RTP/SCS and presents key regional issues that may influence the Connect SoCal policy framework and discussions.

**Section III. Population, Household, and Employment Growth Forecast** includes a description of the updated regional growth forecast as compared to the last SCS as well as major changes to the regional growth forecast methodology.

**Section IV. Quantification Approaches** lists quantification approaches, to the extent known and available by the completion date of this Technical Methodology, for each of the potential SCS strategies under consideration, details assumptions and method for estimating interregional travel, and specifies which version of ARB's EMFAC model was used for estimating GHG emissions from the 2016 RTP/SCS and which version will be used for Connect SoCal.

**Section V. Travel Demand Modeling** summarizes improvements made to the regional travel demand model, describes model inputs used in the activity-based regional travel demand model, includes SCAG's commitments to provide model sensitivity tests for SCS strategies under consideration, and explains whether and how travel model accounts for short- and long-run effects of induced demand for new roadway capacity projects.

**Section VI. List of Exogenous Variables and Assumptions for Use in Proposed SCS** presents assumptions for exogenous variables to travel demand modeling, to the extent known and available by the completion date of this Technical Methodology, as well as assumptions to derive cost of travel.

**Section VII. Per Capita GHG Emissions from Prior SCS** includes SCAG's commitment to working with ARB staff to conduct analysis for reporting on Incremental Progress

**Section VIII. Off-Model Strategies** details the off-model analysis methodology and assumptions to estimate GHG emission reduction from each of the potential SCS strategies under consideration that are not captured by the enhanced regional travel demand model.

**Section IX. Other Data Collection Efforts** document SCAG's 2020 Local Input Survey to collect information from local jurisdictions related to the implementation of the 2012 and 2016 RTP/SCS as well as to assist in the development of Connect SoCal.

The draft Technical Methodology was presented to SCAG's Transportation Working Group (TWG) on April 18, 2019. All TWG comments have been addressed as appropriate in the Final Technical Methodology.

Pursuant to California Government Code Section 65080(b)(2)(J)(i), ARB is required to respond to SCAG with timely written comments, including a specific description of any aspect of the technical methodology that it concludes will not yield accurate estimates of the GHG emissions and remedies. SCAG staff has worked closely with ARB staff in the development of the Technical Methodology and we will continue our close collaboration in refining as necessary and implementing the Technical Methodology in quantifying the GHG emissions from Connect SoCal.

**FISCAL IMPACT:**

Work associated with this item is included in the FY 2018-19 Overall Work Program under project number 025.0164.01: Air Quality Planning and Conformity.

**ATTACHMENT(S):**

1. SCAG Technical Methodology Cover Letter
2. Final SCAG GHG Technical Methodology



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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**Peggy Huang, Transportation  
Corridor Agencies**

Energy & Environment  
**Linda Parks, Ventura County**

Transportation  
**Cheryl Viegas-Walker, El Centro**

**May 13, 2019**

Mr. Richard Corey  
Executive Officer  
California Air Resources Board  
1001 I Street  
Sacramento, CA 95814

**Subject:** Technical Methodology to Estimate Greenhouse Gas Emissions for Connect SoCal, the 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy, from the Southern California Association of Governments

Dear Mr. Corey:

I am pleased to submit for ARB approval the attached Technical Methodology that SCAG intends to use to estimate the greenhouse gas (GHG) emissions for *Connect SoCal*, the 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) for the SCAG region. Embodying a collective vision for the region’s future, *Connect SoCal* is being developed with input from local governments, county transportation commissions, tribal governments, non-profit organizations, business and local stakeholders within the six-county SCAG region. *Connect SoCal* will outline how the region can better integrate land use with transportation in order to achieve SCAG’s regional GHG emissions reduction targets set by ARB.

In accordance with California Government Code Section 65080(b)(2)(J)(i), SCAG is required to submit the Technical Methodology prior to starting the formal public participation process required by SB 375. SCAG will conduct the formal *Connect SoCal* public process starting with the first public workshop on May 14, 2019.

The Technical Technology is prepared and organized based on *Appendix A. Technical Methodology Submission Template and Guidance* to the ARB’s *Final Draft Sustainable Communities Strategy Program Evaluation Guidelines*. At the heart of the Technical Methodology is the activity-based regional travel demand model that SCAG has enhanced significantly since the 2016 RTP/SCS.

Also pursuant to California Government Code Section 65080(b)(2)(J)(i), upon receipt of the Technical Methodology, ARB is required to respond to SCAG with written comments timely, including specific description about any aspects of the methodology that ARB concludes will not yield accurate estimates of the GHG emissions and remedies.

I look forward to continuing our agencies' collaboration and partnership in air quality, transportation, and land use planning to reduce GHG emissions, improve air quality, and increase mobility for 19 million residents in the Southern California region. If you have any questions, please contact Mr. Rongsheng Luo, Air Quality and Conformity Program Manager, at (213) 236-1994 or [luo@scag.ca.gov](mailto:luo@scag.ca.gov).

Sincerely,

A handwritten signature in black ink that reads "Kome Ajise". The signature is written in a cursive style with a large initial 'K' and a long, sweeping tail on the 'e'.

KOME AJISE  
Executive Director

Enclosure

cc via Email: Ms. Nicole Dolney, ARB  
Mr. Nesamani Kalandiyur, ARB  
Ms. Lezlie Kimura Szeto, ARB  
Ms. Lana Wong, ARB

**Technical Methodology to Estimate Greenhouse Gas Emissions for  
Connect SoCal (2020-2045 Regional Transportation Plan/Sustainable Communities Strategy)  
Southern California Association of Governments**

**May 13, 2019**

**I. Introduction**

1. Purpose of Technical Methodology

Pursuant to California Government Code Section 65080(b)(2)(J)(i), prior to starting the formal public participation process required by SB 375, a Metropolitan Planning Organization (MPO) must develop and submit to the California Air Resources Board (ARB) for its approval the technical methodology it intends to use to estimate the greenhouse gas (GHG) emissions from its Sustainable Communities Strategy (SCS) (or, if necessary, Alternative Planning Strategy). Upon receipt of the technical methodology, ARB is required to respond to the MPO with timely written comments, including a specific description of any aspect of the technical methodology that it concludes will not yield accurate estimates of the GHG emissions and remedies.

The Southern California Association of Governments (SCAG) is developing 'Connect SoCal', its mandated 2020-2045 RTP/SCS, and plans to initiate the SB 375 required formal public participation process by holding the first public workshop on May 14, 2019. SCAG plans to submit its Technical Methodology to ARB by May 9, 2019.

2. Applicable per capita GHG Emissions Reduction Targets Set by CARB

On March 22, 2018, the ARB Board adopted the following new, more stringent, per capita GHG emissions reduction targets from 2005 levels for the SCAG region effective October 1, 2018<sup>1</sup>:

2020 Target: -8%

2035 Target: -19%

3. Overview of Analysis Years

Pursuant to current regional transportation planning regulations and consistent with past practices, 2016 has been chosen as the base year for 'Connect SoCal', 2020 as the first year, and 2045 as the planning horizon year. To fulfill various federal and state planning requirements, SCAG will perform analysis including modeling for multiple years in addition to the base year and the planning horizon year.

Table 1 (below) provides a summary of the applicable analysis years, including their respective purposes, for the Technical Methodology to estimate GHG emissions for 'Connect SoCal'.

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<sup>1</sup> <https://ww2.arb.ca.gov/our-work/programs/sustainable-communities-program/regional-plan-targets>

**Table 1. Analysis Years Considered in SCAG’s ‘Connect SoCal’**

<b>Analysis Year</b>	<b>Purpose</b>
2005	Base Year for SB 375 GHG emissions reduction target setting
2016	Base Year for ‘Connect SoCal’
2020	SB 375 GHG emissions reduction target
2035	SB 375 GHG emissions reduction target
2045	Planning horizon year for ‘Connect SoCal’

4. Overview of SCS Schedule

SCAG’s Sustainable Communities Strategy (SCS) process kicked off with one-on-one meetings with each local jurisdiction in the region to update and verify our datasets for plan development. In May of 2018, SCAG launched a new working group, Sustainable Communities, to convene stakeholders from local jurisdictions and other organizations to solicit feedback on initial SCS development and other related issues.

The overall outreach timeline is provided below (future dates in *italics*):

- October 2017:** Launched Local Input Process
- May 2018:** Sustainable Communities Working Group Kickoff
- August 2018:** Sustainable Communities Working Group Meeting
- September 2018:** Concluded Local Input Process
- October 2018:** Regional Council Approved Sustainable Communities Strategy Framework
- November 2018:** Sustainable Communities Working Group Meeting
- November 2018:** Deadline for County Transportation Commissions to provide initial input on transportation projects, strategies, and programs
- November-December 2018:** Selected Planning and COG Director interview feedback on initial scenario concepts
- April 2019:*** *Launched partnerships with local Community-Based Organizations throughout the region*
- April 2019:*** *Public ‘pop-up’ events to solicit input on to-be-developed draft scenarios and/or strategies*
- May 9, 2019:*** *Submittal of Technical Methodology to Estimate GHG Emissions to ARB*
- May 14 - June 2019:*** *SB 375 Workshops (scenario development)*
- October 2019:*** *Release of Draft ‘Connect SoCal’*
- Late 2019:*** *SB 375 Public Hearings*
- January-March 2020:*** *SB 375 Elected Official Briefings*
- April 2020:*** *Adoption of Final ‘Connect SoCal’*



## 5. Outline of the Technical Methodology

ARB staff released the Final Draft Sustainable Communities Strategy Program and Evaluation Guidelines ([https://ww2.arb.ca.gov/sites/default/files/2019-03/Draft\\_SCS\\_Evaluation\\_Guidelines\\_Report.pdf](https://ww2.arb.ca.gov/sites/default/files/2019-03/Draft_SCS_Evaluation_Guidelines_Report.pdf); and [https://ww2.arb.ca.gov/sites/default/files/2019-03/Draft\\_SCS\\_Evaluation\\_Guidelines\\_Appendices.pdf](https://ww2.arb.ca.gov/sites/default/files/2019-03/Draft_SCS_Evaluation_Guidelines_Appendices.pdf)) in late March and held a public workshop on the Final Draft Guidelines on April 3, 2019. The Final Draft Guidelines prescribes what should be included in the technical methodology. In accordance with the ARB's Guidelines, SCAG's Technical Methodology consists of the following nine sections:

**Section I. Introduction** describes the purpose of the Technical Methodology, identifies the applicable per capita GHG emissions reduction targets set by ARB, provides an overview of the analysis years, outlines the SCS schedule, and summarizes the organization of the Technical Methodology document.

**Section II. Overview of Existing Conditions** describes significant changes in existing regional and local planning contexts since the adoption of the last 2016 RTP/SCS and presents key regional issues that may influence the Connect SoCal policy framework and discussions.

**Section III. Population, Household, and Employment Growth Forecast** includes a description of the updated regional growth forecast as compared to the last SCS as well as major changes to the regional growth forecast methodology.

**Section IV. Quantification Approaches** lists quantification approaches, to the extent known and available by the completion date of this Technical Methodology, for each of the potential SCS strategies under consideration, details assumptions and method for estimating interregional travel, and specifies which version of ARB's EMFAC model was used for estimating GHG emissions from the 2016 RTP/SCS and which version will be used for Connect SoCal.

**Section V. Travel Demand Modeling** summarizes improvements made to the regional travel demand model, describes model inputs used in the activity-based regional travel demand model, includes SCAG's commitments to provide model sensitivity tests for SCS strategies under consideration, and explains whether and how travel model accounts for short- and long-run effects of induced demand for new roadway capacity projects.

**Section VI. List of Exogenous Variables and Assumptions for Use in Proposed SCS** presents assumptions for exogenous variables to travel demand modeling, to the extent known and available by the completion date of this Technical Methodology, as well as assumptions to derive cost of travel.

**Section VII. Per Capita GHG Emissions from Prior SCS** includes SCAG's commitment to working with ARB staff to conduct analysis for reporting on Incremental Progress

**Section VIII. Off-Model Strategies** details the off-model analysis methodology and assumptions to estimate GHG emission reduction from each of the potential SCS strategies under consideration that are not captured by the enhanced regional travel demand model.

**Section IX. Other Data Collection Efforts** documents SCAG's 2020 Local Input Survey to collect information from local jurisdictions related to the implementation of the 2012 and 2016 RTP/SCS as well as to assist in the development of 'Connect SoCal'.

## II. Overview of Existing Conditions

### 1. Notable Changes to Existing Regional or Local Planning Contexts

Since the 2016 RTP/SCS was adopted, there have been changes in the regional planning context for integrating the transportation network, measures, and policies with land use strategies to achieve reduced greenhouse gas (GHG) emissions. For 'Connect SoCal', SCAG will initiate a deliberative, collaborative scenario development process to engage the public on a range of regional planning topics and forecast a regional development pattern that will reduce GHG emissions from automobiles and light trucks to meet the ambitious 2035 target of a 19 percent reduction in per capita GHG emissions set forth by CARB. Although the issues listed below are not necessarily new, associated assumptions may change and will need to be addressed in a nuanced way in the scenario process and SCS.

- New sources of revenue have started to impact transportation funding allocation priorities (e.g. SB 1, Los Angeles County Measure M)
- Attracting and retaining transit system riders has proven to be a challenge, and ridership decline has been exacerbated by a variety of exogenous factors [e.g. increased vehicle efficiency and affordability and thus vehicle access, TNC (ride-hailing service) expansion, and gentrification]. (Link to [https://www.scag.ca.gov/Documents/ITS\\_SCAG\\_Transit\\_Ridership.pdf](https://www.scag.ca.gov/Documents/ITS_SCAG_Transit_Ridership.pdf))
- New and updated general plans and specific plans across several jurisdictions. At least 58 jurisdictions have updated one or more elements of their general plan since 2012.

### 2. Key Regional Issues Influencing RTP/SCS Policy Framework and Discussions

Key Regional Issues that may influence RTP/SCS policy framework and discussion may include but are not limited to the following:

- Development of innovative mobility options (e.g. micromobility), technology, and Mobility as a Service (which combines options from different transport providers into a single mobile service) are influencing travel behavior in ways that remain unpredictable.
- There are increased challenges for producing sufficient housing at multiple price ranges to serve very-low, low, and moderate income households in locations that do not induce SOV travel and/or adversely impact essential resources (e.g. water supply, agricultural lands, and critical habitats). Challenges include, but are not limited to, material and labor costs of housing construction, high land prices, as well as public opposition to new development in certain urbanized locations.
- Previous assumptions about shared mobility adoption rates and deployment strategies have not yet been borne out in reality. For example, whereas previously SCAG has assumed that increased adoption of transportation network company services (like Uber and Lyft) would lead to decreased VMT - recent studies have not proven that assumption to be true.
- Transit oriented development, associated densities, and active transportation infrastructure have not been implemented reliably region-wide to encourage significant mode shift.
- The challenges of facing a rapidly changing climate have become more apparent with numerous extreme events including wildfires, floods, and heat events impacting transportation, housing and the regional economy.
- Public resistance to Complete Streets design implementation sometimes results in piecemeal improvements that lack regional connectivity benefits.

- Changing consumer patterns and technology are impacting the acquisition, delivery, and overall movement of goods into and through the region.
- Work at home and telecommuting rates have continued to increase, while the percentage of those who have opted to take public transportation to work has decreased.

### III. Population, Household, and Employment Growth Forecasts

#### 1. Updated Regional Growth Forecast Compared to Last SCS

SCAG's integrated growth forecast methodology for 'Connect SoCal' is largely similar to the process established and followed during the 2012 RTP/SCS and the 2016 RTP/SCS. The development of forecasts for employment, population, and household growth between 2016 and 2045 includes:

- Convening a panel of regional economic and demographic experts to provide technical and advisory assistance (June 2017).
- Producing a set of draft growth forecasts using dynamically-coupled regional and county-level models.
- Conducting one-on-one meetings with all 197 local jurisdictions to solicit input on the draft growth forecast and other data elements required by the SCS (meetings completed in July 2018).
- Provided additional in-person technical assistance to 80 local jurisdictions to complete their review, input and comments.
- Developing several growth scenarios based on a set of land use development principles and priority development areas and policy objectives (beginning Spring 2019)
  - Conduct additional local, subregional, and stakeholder review as well as soliciting comments and input in order to refine the growth scenarios (May-September 2019).
  - Release the draft growth forecast along with the draft RTP/SCS (October 2019) and PEIR (November 2019) for public review and comment.
- Adopting final jurisdictional growth forecasts as part of the RTP/SCS process (April 2020).

#### 2. Explanation of Changes to Regional Growth Forecast Methodology

##### a. *Regional/County Growth Forecast*

SCAG's Regional Growth Forecast is the basis for developing the Regional Transportation Plan (RTP), Sustainable Communities Strategy (SCS), Program Environmental Impact Report (PEIR), and the Regional Housing Needs Assessment (RHNA). SCAG's 'Connect SoCal' growth forecast includes six counties' jurisdictional level population, household, and employment for years 2016, 2020, 2030, 2035, and 2045.

The following major data sources are considered and used in the development of the growth forecast:

- U.S. Bureau of Labor Statistics (BLS) historical and projected labor force and employment by industry
- California Department of Finance (DOF) population and household estimates
- California Employment Development Department (EDD) jobs report by industry (ES202)
- Base Year (2016) existing land use and General Plans from local jurisdictions
- 2010 Census and 2015, 2016, and 2017 American Community Survey (ACS) data
- 2015 business establishment data from InfoGroup

SCAG's Regional Growth Forecast includes three major indicators: employment, population, and households which are dynamically coupled, meaning that changes in one indicator affect the forecast of the others. SCAG computes regional employment based on the region's share of national employment using a shift-share approach. A cohort-component model is used to project future population in which births, deaths, and gross migration are considered over the projection period. Households are projected

by using separate headship rates by age, sex, and racial/ethnic subgroups and applying them to the residential population.

The county growth forecast is also developed using the shift-share method, cohort-component model, and headship rate method, similar to the regional growth forecast method. The main difference is that the initial county population and employment forecasts are further adjusted using the county level population-employment ratio, with the consideration of labor supply and demand of each county and inter-county commuting patterns. The county growth forecast for 'Connect SoCal' is derived reflecting the new draft regional growth forecast and each county's share from the 2016 RTP/SCS growth forecast.

This regional/county forecast was reviewed by a panel of experts in June 2017 and subsequently presented to SCAG's Community, Economic, and Human Development (CEHD) Committee in July 2017 for their consideration and endorsement.

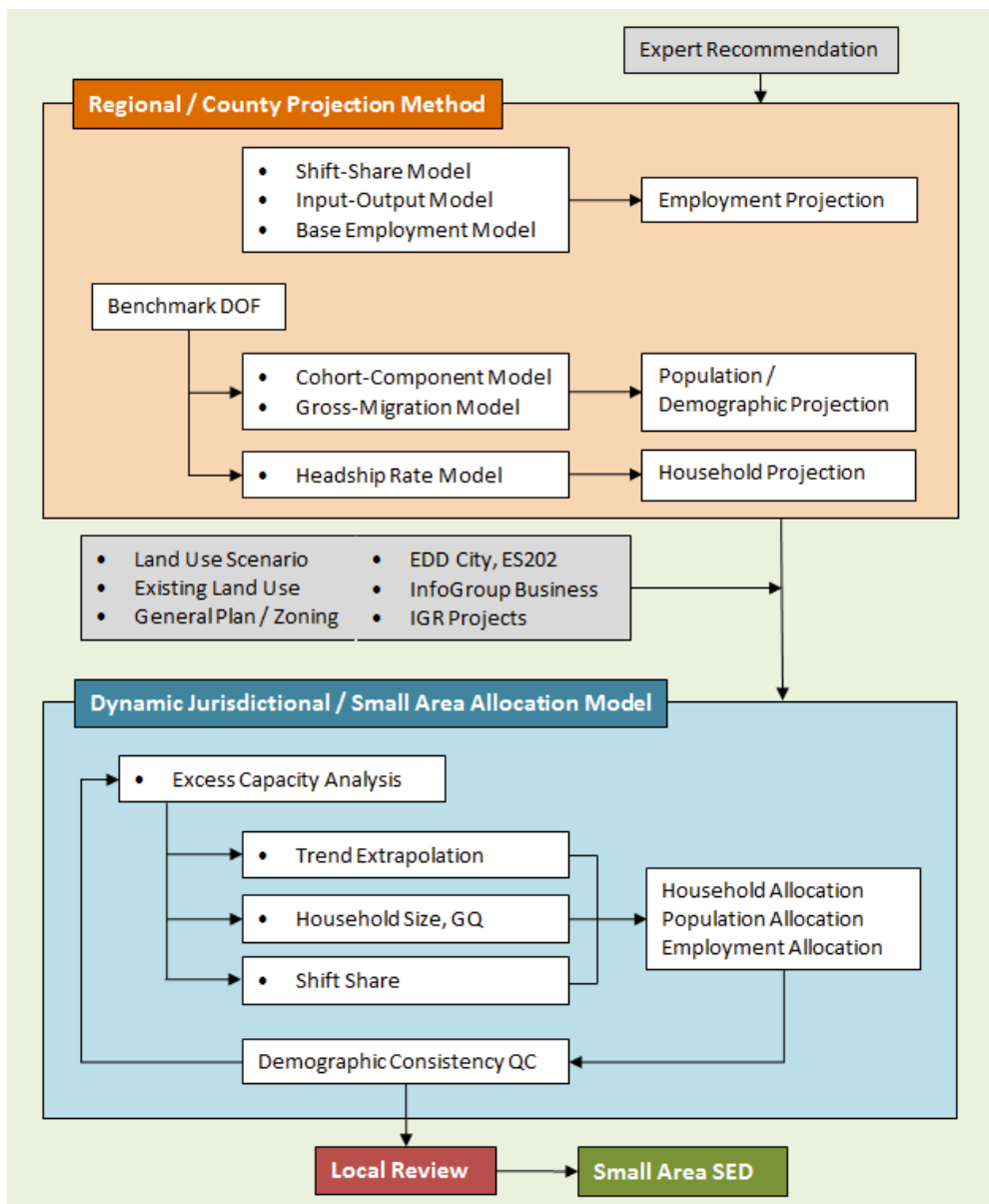


Figure 1: SCAG's Connect SoCal Integrated Growth Forecast Framework

b. *Jurisdictional/Small Area Growth Forecast*

Based on the county growth forecast, SCAG then projects jurisdictional level population, households, and employment using the jurisdictions' most recent existing and general plan land use data as the basis for future year allocations. Household growth rates and household size are estimated based on historical trends and developable capacity. Population projections are calculated based on household growth and household size. Future employment is estimated based on the jurisdiction's employment share of the county's employment by sector and incorporation of local input.

The goal of the small area growth forecasting methodology is to allocate jurisdictional level population, household, and employment into the smaller Transportation Analysis Zones (TAZs) utilized by SCAG's Transportation Model. Jurisdictional level household and employment forecasts are developed using an independent projection methodology and review process with SCAG's cities and counties. Population projections are tied to household growth. The city's forecast and the projection year are often referred to as the 'control total' and the 'target year', respectively.

The geographic levels utilized in the growth forecasting process range from the SCAG region as a whole to Tier 2 (T2) Transportation Analysis Zones. Each lower level is consistent with higher aggregation levels (i.e., the values of cities when collectively summed for their respective county will equal the county projection). Similarly, the combination of city boundaries and Tier 2 zones when summed to their respective city total must be consistent with their city's projections.

SCAG's small area growth forecasting process is applied to develop base year and future year socio-economic data at the Tier 2 zone level. Below is a list of the data sources incorporated in the process:

- SCAG's existing land use data
- SCAG's general plan database, processed based on the most recently available jurisdictional general plans
- SCAG's 2016 RTP/SCS growth forecast
- SCAG's draft 'Connect SoCal' jurisdictional-level employment, population, and households
- 2015 Longitudinal Employer-Household Dynamics (LEHD) and Origin-Destination Employment Statistics (LODES) from the US Census Bureau
- 2016 QCEW firm location data from California Employment Development Department (EDD)
- 2015 business establishment data from InfoGroup
- SCAG Intergovernmental Review (IGR) data
- Digital Mapping Product (DMP) parcel-level land use data and new construction data (2014)
- 2010 Decennial Census and American Community Survey (ACS) data (2012-2016 5-year sample)

The above approach distributes jurisdictional level population, household, and employment into city/T2 level zones (15,000+ city/T2 zones), which work with SCAG's current databases and zonal systems. It creates the first cut of the small area forecast. The draft Tier 2 level forecast is then shared with SCAG jurisdictions for further review and comment.

c. *Local Input*

After the initial growth forecast was developed, SCAG staff conducted the 'Connect SoCal' Bottom-Up Local Input and Envisioning Process. Data/Map Books were prepared for each local jurisdiction (<http://scagrtpscs.net/Pages/DataMapBooks.aspx>) and one-on-one meetings with all 197 local jurisdictions to review and provide input on the jurisdictional growth forecast between October 2017

and July 2018. In addition to growth forecasts, the Data/Map Book also contains extensive GIS data—20 maps covering each jurisdiction’s General Plan, zoning, existing land use, farmland, resource areas, jurisdictional boundaries, truck lanes, bike lanes, and high quality transit areas (HQTAs), which were provided for local review and input. Moreover, a map of potential infill parcels was also produced for each jurisdiction to identify potential available sites for future housing and other development.

This local input process provided an opportunity for jurisdictions to offer their local knowledge and input to inform SCAG’s regional datasets. SCAG evaluated the comments and incorporated the adjustments into the population, household, and employment growth forecasts/distributions. The resulting Draft ‘Connect SoCal’ growth forecast will serve as the basis for the initial ‘Connect SoCal’ scenario assessment. Additional refinements may be made through the scenario planning process in the development of the final ‘Connect SoCal’ growth alternative.

#### IV. Quantification Approaches

##### 1. Quantification Approaches for Each of Potential SCS Strategies under Consideration

SCAG is considering a wide variety of potential SCS strategies for ‘Connect SoCal’. Table 2 below provides a summary list of these potential strategies and the anticipated approaches to quantify their respective GHG emission reductions. Many of these strategies were included in the 2016 RTP/SCS and have been updated and refined with current data or research. New strategies have been added, such as changing workplace and micromobility, to reflect emerging trends and new services within the region.

**Table 2. Quantification Approach by SCS Strategy**

SCS Strategy	Quantification Approach
1) Congestion Pricing*	Travel Demand Model
2) Express Lane Pricing*	Travel Demand Model
3) Improved Bike Infrastructure*	Travel Demand Model
4) Infill development and increased density near transit infrastructure*  This strategy is embedded within several growth priority areas such as ‘Transit Priority Areas’, ‘High Quality Transit Areas’, and ‘Livable Corridors’ to reflect the benefits gained when development occurs near transit infrastructure.	Travel Demand Model
5) Mileage-Based User Fee*	Travel Demand Model
6) New transit capital projects*	Travel Demand Model
7) Shorter trips through land use strategies such as jobs/housing balance and complete communities*	Travel Demand Model
8) Telecommute program / Work from Home*	Travel Demand Model
9) Transportation Demand Management Alternatives to single occupancy vehicle travel, including but not limited to: ridesharing, carpooling and vanpooling, parking subsidies for carpoolers and others	Travel Demand Model
10) Safe Routes to School*	Off-Model
11) Bike Share and Micromobility Docked and dock-less bike sharing programs allow temporary and short-term bicycle rentals and increase share of bicycle trips. Policy development to support shared micromobility such as e-scooters for short trips and first/last mile connections	Off-Model
12) Car Share*	Off-Model



SCS Strategy	Quantification Approach
13) Changing Workplace: Automation, Co-working Broad policy support to steer workplace changes towards a lower VMT outcome. Future automation of tasks could enable adaptive re-use potential of building stock and related reduction in commuting in certain industries. Co-working full or part time when used to work remotely can decrease commute distances.	Off-Model
14) Electric Vehicle Charging Infrastructure Increasing the number of EV charging stations to encourage adoption of EV and extend the range of hybrid PEVs	Off-Model
15) First/Last Mile Improvements Increasing safety, improving infrastructure, and reducing the time it takes to access transit stations for pedestrians and cyclists	Off-Model
16) Improved Pedestrian Infrastructure*	Off-Model
17) Parking Management Both navigation and pricing tools to decrease cruising and incentivize mode shift (pricing). This includes real-time identification of open spaces and adaptive pricing.	Off-Model
18) Multimodal Dedicated Lanes Conversion of traffic lanes to prioritize transit or active transportation modes.	Off-Model

\* General descriptions of these strategies can be found in the Air Resources Board Policy Briefs at: <https://arb.ca.gov/cc/sb375/policies/policies.htm>

## 2. Assumptions and Methods for Estimating Inter-regional Travel

In the SCAG model, 40 cordon locations are defined to estimate external trips. The interregional or external trips for base year 2016 light-and medium duty vehicle cordon volumes are estimated by first obtained traffic counts from each cordon location. Then previous cordon surveys were used to split total external trip into: 1) Internal-External (I-E) trips, External-Internal (E-I) trips, and External-External (E-E) trips. Finally, the population growth rates were applied to base year volumes to estimate future years cordon volumes. SCAG includes 100 percent of the VMT associated with the Internal-Internal (I-I), X-I and I-X trips and exclude all VMT associated with X-X trips when estimating the VMT used in SB 375 GHG emissions reduction target achievement.

## 3. CARB's Mobile-Source Emission Factor Model for Estimating GHG Emissions

EMFAC2014 was used for estimating GHG emissions from the last 2016 RTP/SCS. SCAG will use this same model for estimating GHG emissions for 'Connect SoCal'.

SCAG staff will use the outputs from the Regional Travel Demand Model to determine regional and air basin GHG emissions. The estimate passenger vehicle VMT and speed profiles will be converted into EMFC 2014 inputs. After running EMFAC 2014, GHG emissions per capita will be calculated based on residential population, then compared with 2005 GHG emissions per capita to derive the 2020 and 2035 plan reduction in GHG emissions per capita. In order to provide an equivalent comparison to the first

RTP/SCS, where emissions were established with EMFAC2007, the same adjustment factors from the 2016 RTP/SCS (2.2% and 1.9% for 2020 and 2035, respectively) will be added to the percentage reduction in GHG per capita calculated with EMFAC 2014. The final GHG emissions per capita will then be used to determine whether 'Connect SoCal' meets the respective 2020 and 2035 regional GHG emission reduction targets for the SCAG region.

## V. Travel Demand Modeling

### 1. Travel Demand Models

#### A. Improvement of Travel Demand Model – SCAG Activity-Based Model

SCAG is currently working on the transition of its regional travel demand model to an activity-based model (ABM) from the trip-based model (TBM) that SCAG had been using over previous decades. SCAG plans to use the newly developed and validated ABM for modeling analysis of SCAG's 'Connect SoCal'.

SCAG ABM is composed of three main components: 1) CT-RAMP2 (Coordinated Travel-Regional Activity Modeling Platform – 2nd version) which simulates daily activity participation and scheduling for each individual, with travel being viewed as a derivative of out-of-home activity participation and scheduling decisions, 2) a network assignment model that estimates traffic data of all vehicle modes, using O-D (Origin-Destination) input matrices generated by CT-RAMP2 (passenger vehicles), and 3) other pre-calculated OD input matrices (airport, seaport, inter-regional; by passenger vehicles and heavy-duty trucks).

Regarding model software, CT-RAMP2 is written in Java programming, and is based on Object-Oriented Programming modular design. TransCAD version 8 is used for assignment modeling and skim calculation. SCAG ABM user interface along with scenario manager is built with the Geographic Information System Developer's Kit (GISDK), which is the script language of TransCAD.

SCAG ABM covers the entire SCAG region which encompasses 6 counties and 11,267 Tier 2 Transportation Analysis Zones (TAZs). The network assignment uses static assignment model developed for SCAG TBM. The SCAG ABM contains 8 main model components and 39 sub-models that were estimated from the 2011-12 California Household Travel Survey. Below is a description of the main SCAG ABM components and model flow chart:

- 1) Population Synthesis - creates a list of synthetic households and persons for the entire model area for each horizon year. It serves as the primary input to SCAG ABM.
- 2) Accessibility Calculator - generates zonal accessibility measures that are used for different components of SCAG ABM.
- 3) Long Term Choice - estimates choices of work arrangements as well as usual location of the mandatory activity for each worker and student.
- 4) Mobility Choice - estimates individual decision of holding a driver's license and estimates the number of cars owned by each household.
- 5) Day-level models for activity generation, tour formation, and time allocation
  - a. Coordinated daily activity travel pattern: Generates daily travel pattern for each household member, including daily travel with mandatory activities, without mandatory activities (non-mandatory activities only), and no travel.
  - b. Individual mandatory activities/tours for each household member: Predicts frequency and scheduling of mandatory activities and tours, and decisions of escorting children to school.
  - c. Fully joint activity generation and scheduling: Predicts joint activity frequency, joint travel party, tour formation, stop frequency, and location of each joint tour.
  - d. Maintenance activity generation: Simulates the number of maintenance activities generated by each household and allocates to household members.

- e. Individual discretionary activity generation: Predicts the frequency of discretionary activities for each person.
- f. Individual tour formation: (1) Allocates individual non-mandatory activities by day segments; (2) Predicts tour frequency and location of each activity/stop.
- 6) Tour-level models - Estimates travel details related to each tour, including primary destination, stop location, time of day, and tour mode.
- 7) Trip-level models - Estimates travel details of each trip, including trip mode, trip departure time, activity duration, and trip model.
- 8) Assignment – Static assignment for both traffic and transit assignment

## B. Description of SCAG model components

### 1) Population Synthesizer

SCAG Population Synthesizer, pyPopSyn, is a module that generates a list of households (including GO), and its associated household members within entire model area for each horizon year. The pyPopSyn is formed using the detailed household and person data from the American Community Survey Public Use Microdata Sample (ACS PUMS Year 2012-2016). The household sample weights from the PUMS are adjusted under the theory of the Entropy Maximization formulation to match the various controls externally provided for TAZ, county, and the entire region simultaneously. Comparing to other synthetic population models based on iterative proportional fitting (IPF) methods that focus on few selected variables, pyPopSyn draws the samples from PUMS via its adjusted weights that the vast array of PUMS variables can be utilized for modeling their travel behavior.

### 2) Accessibility Calculator

Accessibility measures are important behavioral components of the ABM that express closeness of the modeled individual to potential locations where the activity 'supply' (employment of the corresponding type) is present. Accessibility has a strong impact on individual activity patterns and travel behavior. Multiple sets of accessibility measures are used across different parts of the SCAG ABM. Each set corresponds to a given activity purpose and are sometimes further segmented by travel arrangement type, user class, and/or mode. The accessibilities are computed in a module that precedes the core demand components of the SCAG ABM, and known as the Accessibility Calculator.

### 3) Long Term Choices

Long-term choices include 4 models: work arrangement, work flexibility, work location, and school location.

Usual work arrangement model: The model simultaneously predicts three job characteristics of each worker – (i) the weekly work hours for the primary job, (ii) the number of jobs, and (iii) the primary workplace location type.

Usual work schedule flexibility model: The model simultaneously predicts three work schedule characteristics of each worker – (i) number of days per week working at primary job, (ii) work flexibility at primary job, and (iii) the availability of compressed week option at primary job.

Usual workplace location choice: The model assigns a workplace TAZ to each worker who does not work from home.

Usual school location model: The model predicts a school TAZ for every student in the population. The model is fully segmented by type of student, as follows: pre-school students, grade school students, and college/university students.

#### 4) Mobility Choices

Driver license model: The model predicts whether an individual holds a valid driver's license or not. It applies to all persons 16 years and over.

Auto ownership model: The model predicts the number of households by auto ownership level (0, 1, 2, 3, and 4 or more). It applies to all households in the synthetic population.

#### 5) Day-Level Models for Activity Generation, Tour Formation, and Time Allocation

Coordinated daily activity travel pattern: Generates daily travel pattern for each household member, including daily travel with mandatory activities, without mandatory activities, and no travel.

Mandatory activity generation and tour skeleton formation: This model includes decisions that relate to the least flexible activities - work, university, school, or any other business-related activity. Many of these activities are pre-planned before a person builds his or her daily activity pattern and schedule around them.

School escorting: The escorting model can be thought of as a matching model that predicts whether escorting occurs, and if so which adult household members are chauffeurs and which children are escorted to school.

Fully joint activity generation and scheduling: Shared intra-household non-mandatory activities are generated and are also considered prioritized activities. These activities are organized into fully-joint tours when all members of the travel party travel together and participate in all activities included in the tour.

Non-mandatory activity generation: The maintenance task generation model is a simultaneous choice of household task frequency by three maintenance activity types (escorting, shopping, and other maintenance). The discretionary activity generation model estimates frequency of individual discretionary activity episodes for each person by five discretionary activity types (eating out/breakfast, eating out/lunch, eating out/dinner, visiting relatives and friends, and other discretionary activity).

Preliminary tour formation: Combines the outcomes of all prior sub-models into tours. These prior model outcomes include mandatory tour skeletons, fully joint tours, and non-mandatory activities, as well as the corresponding activity locations.

#### 6) Tour and Trip Level Models

Combinatorial mode choice: Mode choice in most ABMs in practice is implemented in two steps. The first step relates to the entire tour mode and it is frequently solely based on the tour primary destination ignoring stop locations. The second step relates to trip mode choice conditional upon tour mode choice. The innovative mode choice structure implemented in the SCAG ABM is based on a different principle, where the tour-level and trip-level mode choices are fully integrated. The tour-level and trip-level mode choices are integrated in a network combinatorial representation. The tour mode is dependent on the modes observed in all trips that comprise the tour, and is defined using predetermined priority rules.

Tour time of day: Tour time is a hybrid discrete-choice and duration construct that operates with tour departure-from-home and arrival-back-home time combinations as alternatives. The model utilizes direct availability rules for each subsequently scheduled tour, to be placed in the residual time window left after scheduling tours of higher priority. This conditionality ensures a full consistency for the individual entire-day activity and travel schedule as an outcome of the model.

Individual schedule consolidation with simulated travel times: Individual schedule consolidation process applied to each household and person with a special consideration of joint activities and trips that create intra-household linkages between schedules of different household members.

#### 7) Network Assignment

Network assignment is the process of loading vehicle trips onto the appropriate networks. For highway assignment, SCAG ABM consists of series of multi-class simultaneous equilibrium assignments for seven classes vehicles (drive alone, 2-person carpool, 3-person carpool, 4 or more-person carpool, light HDT, medium HDT, and heavy HDT) and by five time periods. During this assignment process, trucks are converted to Passenger Car Equivalent (PCE) for each link and each truck type is based on: 1) percentage of trucks, 2) percentage of grade, 3) length of the link, and 4) level of congestion (v/c ratios). Transit vehicles are also included in the highway assignment. In transit trip assignment, the final transit trips that are formed in the last loop of model choice model are aggregated by access model and time period, and then assigned to transit networks for each time period. The vehicle trip tables obtained from airports and Heavy-Duty Truck models are aggregated into the 4,109 zone system (Tier-1 zones) prior to network assignment.

#### C. SCAG Travel Demand Modeling Flow Chart

The flow chart on the next page illustrates SCAG's travel demand modeling process.

#### 2. Model Inputs used in Activity Based Model

##### A. Synthetic Population/Household

SCAG ABM uses synthetic population and household as main input to the model. Below describes main variables used in SCAG ABM.

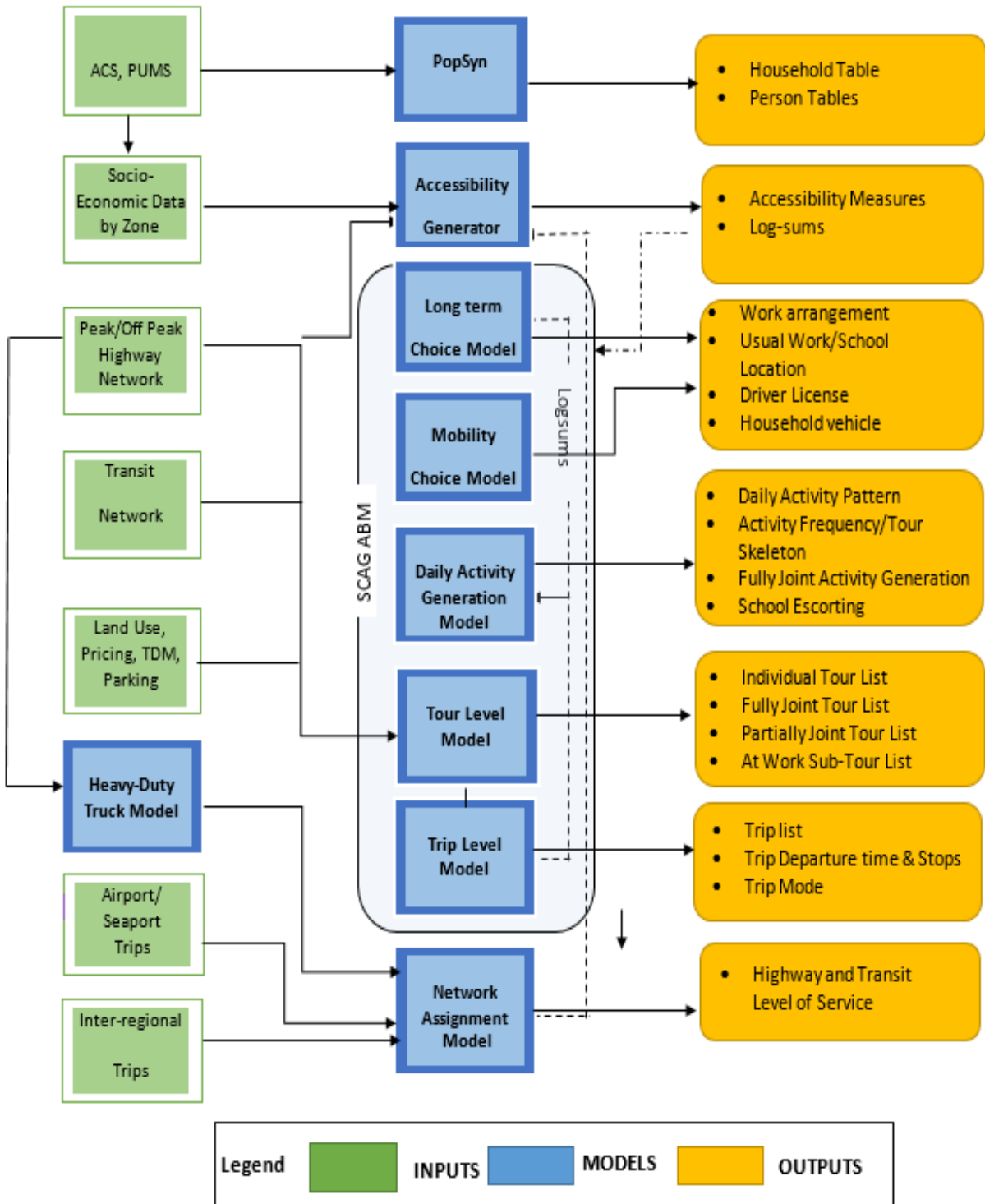
- 1) For each synthesized household: household size, household income, housing type
- 2) For each synthesized person:
  - a. Basic Variables: age, sex
  - b. Worker/Student: worker's status (worker or not a worker), worker's industry, student's grade
  - c. Person Type: SCAG ABM processes eight person types as primary input to the model, including (1) full-time worker, (2) part-time worker, (3) college student, (4) non-working adult, (5) non-working senior, (6) driving age child, (7) pre-driving age child, and (8) pre-school child
- 3) Group Quarter Population: same as residential population

##### B. Zonal Variables

A set of zonal variables by SCAG TAZ are created for size term calculation and Accessibility Calculator:

- 1) Population: total/residential population
- 2) Households: total households, multiple-family dwelling households
- 3) Employment: total employment, employment by 13 industries (aggregated 2-digit NAICS)
- 4) School Enrollment: K-8, 9-12, college
- 5) Median household income

# SCAG Travel Demand Modeling Process





### C. Land Use & Built Environment (LUBE) Variables

A set of land use and built environment variables by TAZs are calculated in SCAG ABM.

- 1) Land use variables (calculated from zonal SED):
  - a. Density: By residential population, household, and employment density
  - b. Diversity: Land use mix indicator (population, commercial/industrial jobs, other jobs), jobs to households ratio
  - c. Multiple Housing: Percentage of multiple-unit dwelling households
- 2) Built Environment (calculated from network):
  - a. Transit Access: Transit stop density
  - b. Street Density: By higher-speed density (MPH $\geq$ 35); lower-speed density (otherwise)
  - c. Bike Lane Density (pre-processed)

### D. Network

- 1) Highway network
- 2) Transit network

### E. Travel Cost:

- 1) Auto Operating Cost
- 2) Parking Cost: In 2013, SCAG purchased parking cost data from Parkme.com which has on and off-street parking locations, prices (hourly, daily, and monthly) information in the Southern California region. Off-street parking data has 2,548 entities and on-street parking data has 2,102 entities in it. In March 2017, SCAG staff manually collected data from Parkme.com. About 2,500 records were collected. SCAG staff combined the collected data and processed parking cost data by TAZs, including 1) daily average for commuter (early bird), 2) one hour parking, 3) extra hour parking, and 4) daily maximum.

### F. Work from Home (WfH): Percent of Work-from-Home Workers

SCAG ABM developed a new function to incorporate the assumptions for percent of workers who work from home, including telecommuting, home office, or other strategies. Inputs can be either WfH workers as percent of total workers, or by eight different household income segments: <\$25K, \$25k-\$50k, \$50k-\$75k, \$75k-\$100k, \$100k-\$125k, \$125k-\$150k, \$150k-\$200k and >\$200k. It is noted that the rebound effect is included in the SCAG ABM. While a WfH worker saves commuting trip to/from work place, the SCAG ABM does not exclude additional non-work travel or business (work-related) travel by the worker.

### G. Travel Demand Management (TDM)

SCAG ABM developed an add-on function to incorporate the assumptions for percent of workers who change commuting modes from driving a car to other modes. Inputs are based on the CAPCOA Quantifying Greenhouse Gas Mitigation Measures report fact sheets regarding effectiveness of commute trip reduction programs, the City of Los Angeles VMT Calculator tool, and mode split data from the South Coast AQMD Rule 2202 Employee Commute Reduction Program. The input will apply to



tour mode choice output for work tour. The reduction of vehicle-driving modes will be converted to other modes.

3. Commitments to Provide Model Sensitivity Tests for SCS Strategies under Consideration

SCAG commits to conducting model sensitivity tests with the enhanced SCAG Regional Travel Demand Model for SCS Strategies.

4. Whether and How Travel Model Accounts for Short- and Long-run Effects of Induced Demand for New Roadway Capacity Projects

According to the 'Technical Advisory on Evaluating Transportation Impacts in CEQA' report released in 2018 by the Governor's Office of Planning and Research (OPR), induced travel occurs where roadway capacity is expanded in an area of existing or projected future congestion. The report describes that proper use of a travel demand model may capture the effects of induced travel, including the number of trips, trip length or VMT, and change in mode share for automobiles. The SCAG travel demand model does incorporate short-term induced demand, which will be shown in the model sensitivity test results with increasing roadway capacity. For long-term induced travel, SCAG staff will work with ARB to develop a reasonable approach to examine long-term travel effects, such as applying long-term elasticity to policy input.

**VI. List of Exogenous Variables and Assumptions for Use in Proposed SCS**

1. Assumptions for Exogenous Variables to Travel Demand Modeling

Table 3 below is a list of exogenous variables to SCAG regional travel demand model. Assumptions for year 2035 will be provided when data is available.

**Table 3. List of Exogenous Variables for Incremental Progress Analysis**

Category of Variables <sup>2</sup>	Variables Specification in Model <sup>3</sup>	Assumption in 2035
Auto Operating Cost (2011 dollar value)	Fuel and non-fuel related costs (maintenance, repair, and tire wear)	Fuel: \$0.1132 Non-Fuel: \$0.0692
Vehicle fleet efficiency	EMFAC model	37.61 miles/gallon
Demographics	Population and employment	Will be provided when it is available
Household income	Median or distribution	Will be provided when it is available
Household demographics	Household size, workers per household, age	Will be provided when it is available
Inter-regional travel	Share of external inter-regional VMT	Will be provided when it is available
Travel demand model version	Newly developed Activity-Based Model	SCAG Activity-Based Model

2. Assumptions to Derive Cost of Travel

The assumptions and methods for auto operating cost calculation are described below:

A. Fuel Price (FP)

SCAG calculated average fuel price based on price of four different types of fuels.

- 1) Gasoline: Annual average price data is based on EIA (U.S. Energy Information Administration). Data between 2002 and 2018 for California and the U.S. was downloaded from the EIA website.
- 2) Diesel: Annual average price data is based on EIA (U.S. Energy Information Administration). Data between 2002 and 2018 for California and the U.S. was downloaded from the EIA website.

<sup>2</sup> As applicable.

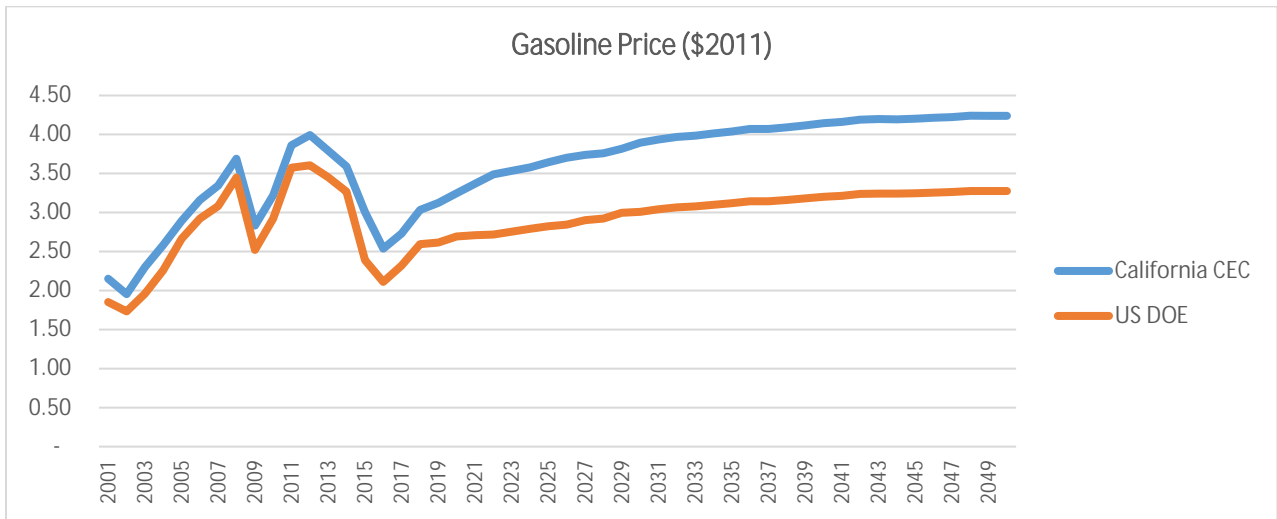
<sup>3</sup> Cross-walking the relationship of certain variables back to the modeling conducted for the previous SCS may require MPO staff discretion and interpretation. For example, updated household demographic variables (such as household size) may result in a change to the regional population compared to the previous SCS. CARB staff expects a good-faith effort to construct a reasonable approximation. Exact accounting is not necessary.

- 3) Gasoline and Diesel Projection (2019-2030): Data based on CEC (California Energy Commission) - using ARB AOC Calculator to retrieve the data.
- 4) Gasoline and Diesel Projection (2031-2045): Using growth pattern based on data from Annual Energy Outlook 2019 (EIA)

**Assumptions and Methods:**

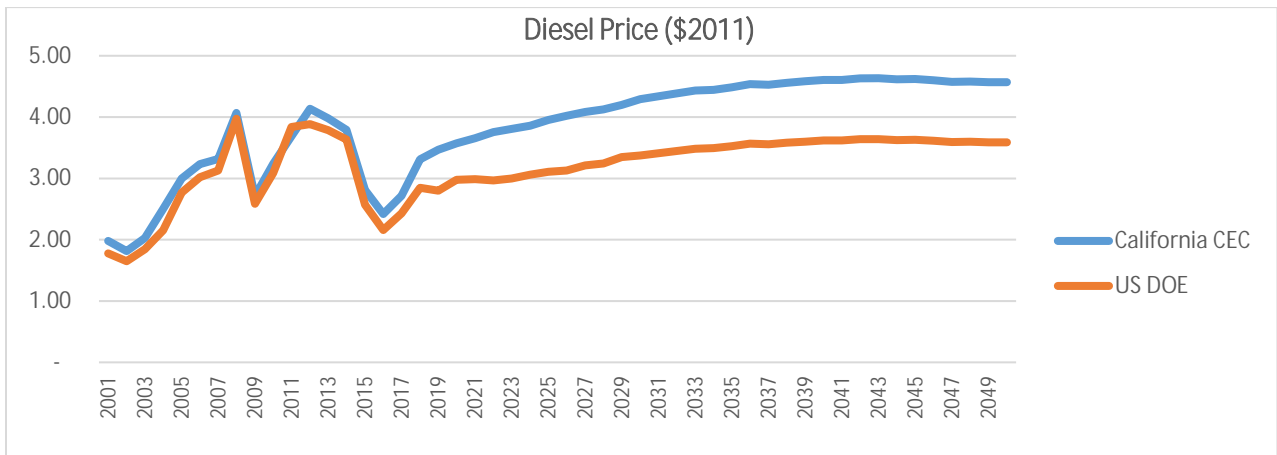
- 1) To be consistent with SCAG model assumptions, all price data are converted to 2011 dollar value.
- 2) Gasoline and Diesel data (2002-2018): Based on California data from EIA website
- 3) Gasoline and Diesel data (2019-2030): Based on 2018 data from Step 2, apply annual growth based on CEC projection
- 4) Gasoline and Diesel data (2031-2045): Based on 2030 data from Step 3, apply annual growth based on U.S. projection. The charts provided below show that the historical data and projections up to 2030 are quite consistent between CEC and EIA.

**Gasoline Prices 2002-2045**



- CEC after 2030: SCAG estimate (based on DOE projection growth rate)

**Diesel Prices 2002-2045**



- CEC after 2030: SCAG estimate (based on DOE projection growth rate)

- 5) Electric and Hydrogen: Using data from AOC Calculator for SCAG
- 6) Calculate average fuel price: For each year, calculating average price of the four types of fuel (gasoline, diesel, electric, and hydrogen) weighted by VMT of each type of fuel (data from AOC Calculator for the SCAG region).

B. Non-Fuel-Related Operating Costs (NF Cost)

The base year non-fuel-related costs from the American Automobile Association (AAA) were used to estimate forecast-year non-fuel-related costs. It is noted that AAA changed its methodology in 2006 and 2017.

Assumptions and Methods:

- 1) All price data was converted to 2011 dollar value.
- 2) For year 2017 data, since the method was changed, SCAG assumed the price is the same as 2016.
- 3) For 2018 data, the growth rate from original data was applied to adjusted 2017 data.
- 4) SCAG applied linear regression based on data of past 10 years (2009-2018).

C. Effective Fleet-wide Fuel Efficiency (FE)

To be consistent with the use of EMFAC 2014 model for emission analysis, fuel efficiency derived from EMFAC 2014 was used.

D. Total Auto Operating Cost (AOC)

$$\text{AOC} = (\text{FP}/\text{FE}) + \text{NF Cost}$$

## VII. Per Capita GHG Emissions from Prior 2016 RTP/SCS

SCAG will refer to the approach described in the SCS Guidelines to report incremental progress.

## VIII. Off-Model Strategies

Of the 18 potential SCS strategies presented in Table 2 in *Section IV. Quantification Approaches*, the following strategies will rely on off-model analysis to quantify their GHG emissions reduction benefits:

- 1) Bike Share and Micromobility
- 2) Car Share
- 3) Changing Workplace: Automation, Co-working
- 4) Electric Vehicle Charging Infrastructure
- 5) First/Last Mile Improvements
- 6) Improved Pedestrian Infrastructure
- 7) Parking Management
- 8) Multimodal Dedicated Lanes
- 9) Safe Routes to School Strategies

Following ARB's Final Draft SCS Evaluation Guidelines, each of the off-model analysis will consist of the five elements below:

- 1) Strategy Description
- 2) Objectives
- 3) Trip and Emissions Data Needs
- 4) Quantification Methodology
- 5) Challenges, Constraints, and Strategy Implementation Tracking

### 1. Bike Share and Micromobility

#### 1) Strategy Description

Bike share and micromobility is a mode of mobility that comprises a fleet of bicycles, electric bicycles (e-bikes) or electric scooters (e-scooters) that are available for short term rental. There are three types of bike share services that are comprised of docked bicycles, dockless bicycles, or a hybrid. Docked bicycles are checked out from docking stations and must be returned to another docking station. Dockless bikes on the other hand feature locking mechanisms which lock the rear wheel. When a user checks out a bike using a smart phone app, the wheel is released. The bike can be left anywhere within the service area. A hybrid system features docking stations, however, the locking mechanism is self-contained. In this case, users are encouraged to return bicycles to the stations, but they may be left locked to street furniture anywhere within the service area for a premium charge. E-scooters are all operated as dockless systems. At night, volunteers can take the e-scooters in and charge them and receive payment. Currently in the SCAG region, the Los Angeles County Metropolitan Transportation Authority (LA Metro) operates docked bicycles in the downtown Los Angeles, Venice, and San Pedro areas. Jump Bikes (formerly Social Bikes), which features a hybrid system, has operating agreements with the cities of Santa Monica, Beverly Hills, and West Hollywood. Finally, there are numerous new entrants into the dockless bike share space including: Jump, Lime Bike, and Spin. There are also numerous new entrants into the e-scooter share space including: Lime, Jump, Spin, Bird, Razor, Skip, and others.

This strategy aims to reduce GHG emissions by providing access to bicycles and scooters, and replacing auto trips. Some bike share programs also include electric pedal-assist bikes to make it easier for

members to go farther distances. E-scooter sharing programs can follow the framework of quantification methodology in this section to estimate the potential GHG benefit.

2) Objectives

The objective of bike share and micromobility systems are to provide flexible mobility for short to medium distances (1-5 miles). They reduce GHG by the following:

- Replacing short distance auto trips
- Reducing household vehicle ownership and reducing usage of owned household vehicles with subsequent reductions in VMT
- Supporting transit by providing first/last mile connection options

3) Trip and Emissions Data Needs

Data needs include:

- Service Areas for bike share and e-scooter systems
- Ridership data from public partners such as local jurisdictions that regulate such service
- Average bike share/scooter share one-way travel distance.

4) Quantification Methodology

SCAG has two options for quantifying GHG reductions from bike share (the same quantification methodology applies to micromobility programs). The first option is to use an off-model Excel-based calculator developed by the San Diego Association of Governments (SANDAG) as part of a project under the four MPO Future Mobility Research Program. The second option is to use the methodology laid out in the ARB Final Draft SCS Evaluation Guidelines Appendices. Both work on the same premise of identifying different geographies where docked and dockless bikes will be operating, identifying a number of docking stations and bikes within those geographic areas, and assigning a participation rate within those respective areas. Based on the participation rate, SCAG staff will derive a VMT replacement figure and a subsequent GHG emissions reduction.

ARB Methodology:

Step 1: Identify service areas for each jurisdiction with planned bike share program and determine the number of planned bike share stations and population for each service area.

Step 2: Calculate the number of bike share stations per square kilometer (km) for each service area by dividing the number of planned bike share stations by the land area of each service area.

$$Bike\ share\ stations_{skm} = \sum \frac{Bike\ share\ stations}{Service\ area_{skm}}$$

Where:  $Bike\ share\ stations_{skm}$  = Bike share stations per square km per service area (SA)  
 $Bike\ share\ stations$  = Number of planned bike share stations per service area  
 $Service\ area_{skm}$  = Area of each service area (square km)

Step 3: Apply a regression formula derived from the Institute for Transportation and Development Policy (ITDP) to estimate the number of daily bike share trips per 1,000 residents in each area:

$$Daily\ bike\ share\ trips\ per\ 1,000\ residents = 1.74 * station\ density + 17.2$$

Step 4: Estimate the number of daily bike share trips in each service area by multiplying the number of residents in each service area by the number of daily bike share trips calculated in Step 3.

$$\text{Bike share trips}_{SA} = \sum \text{Residents}_{SA} * \text{Daily bike share trips}$$

Where: *Bike share trips<sub>SA</sub>* = Number of daily bike share trips per service area (SA)

*Residents<sub>SA</sub>* = Number residents in each service area

*Daily bike share trips* = Number of daily bike share trips per 1,000 residents

Step 5: Multiply total daily bike share trips by the average population growth for the scenario year to estimate future total daily bike share trips.

Step 6: Estimate average regional home-to-work (H-W) trip lengths.

- a) Preferred Approach: Use region-specific trip lengths from travel demand model, regional and/or local bicycling and pedestrian master plan, region-specific study, or other empirical data sources.
- b) Alternate Approach: Use average distance of 1.8 miles for biking and 0.98 mile for walking based on National Household Transportation Survey data.

Step 7: Estimate mode shift VMT reductions from private automobiles to bike share by multiplying the daily bike share trips calculated in Step 4 by the average regional H-W trip lengths from Step 6.

$$\text{VMT} = \text{Bike share trips}_{SA} * \text{TL}$$

Where: *Bike share trips<sub>SA</sub>* = Number of daily bike share trips per service area (SA)

*TL* = Average regional H-W Trip Length (miles per trip)

Step 8: Obtain displaced private automobile trip CO<sub>2</sub> emission rates from the current version of EMFAC.

Step 9: Calculate total CO<sub>2</sub> emission reductions by multiplying VMT reductions calculated in Step 7 by EMFAC exhaust emission rates from Step 8.

$$\text{CO}_2 = \text{VMT} * \text{EMFAC} * 12.4\%$$

*VMT* = Calculated displaced VMT (miles)

*12.4% of Bike Rides displace VMT for commutes or errands*

*EMFAC* = EMFAC CO<sub>2</sub> emission rate (grams per mile)

#### 5) Challenges, Constraints, and Strategy Implementation Tracking

A bike-friendly ecosystem is important to effectively implement this strategy. The ecosystem will require sufficient bike-related infrastructure, such as bike lanes, bike racks, etc. However, these infrastructure are usually beyond the scope of bike-sharing programs. Therefore, the effectiveness of bike sharing programs could be constrained by the readiness and availability of bike-related Infrastructure. Other challenges come from transportation network companies (TNCs), such as Lyft and Uber. Additionally, bike share is constrained by the terrain and its topography. In order to track this strategy, SCAG will continue to monitor growth of the bike share service territories.

Bike commuters frequently use additional transportation modes for their trip, which can significantly increase the total time required to travel. In addition, many bike share programs only provide service in a limited area (e.g., select cities) either near home location or work place. As a result, potential bike commuters will need to plan longer travel time and pay a premium for using bikes from multiple companies, which may increase total commute cost.



In addition, bike sharing program users may worry about the protection of their privacy. Many shared bikes are installed with route tracking devices (e.g., GPS) to help company tracking the bike flow. However, it can be a big challenge to properly store and use these activity data. Currently, there are no specific regulations in this area and improper usage of activity data may violate people's privacy that could lead to adversely affecting their willingness to participate in bike sharing programs.

Another potential challenge of bike sharing programs is rider safety. Most bike sharing programs do not provide complimentary protective gear (e.g., helmet, knee pads, etc.), and exercise minimum liability and responsibility if users get injured. These issues need to be addressed in the long run to successfully implement bike sharing programs.

#### Monitoring/Tracking

- Specific bike share, e-scooter sharing, or other related projects
- Number of bikes in bike sharing program
- Number of miles logged through bike sharing programs

## 2. Car Sharing

### 1) Strategy Description

Car share service is available in three varieties in the SCAG region: traditional roundtrip, one-way, and peer-to-peer car share. Traditional roundtrip service provides vehicles at designated parking spaces, called pods or stations depending on the provider. Cars must be returned to their pods at the end of the trip. One-way vehicles can be picked up then dropped off at another station within the specified service territory. Peer-to-peer car share is similar to roundtrip service, except the vehicles are owned/leased by private individuals and the transaction is managed by a third-party operator, usually via a smart phone app. Potential GHG-reducing benefits associated with car sharing include reduced vehicle ownership rates, single occupancy vehicle trips, and VMT, as trips shift to walking, bicycle, and public transit due to reduced driving associated with reduced ownership rates. In addition, vehicles used for car sharing are often newer and less polluting than older privately-owned vehicles whose trips are replaced by car sharing.

Currently, there are five car share providers in the SCAG region. Zipcar provides roundtrip service and primarily serves university and college campuses in the region, except within the central Los Angeles area, where they have numerous locations. There is also a one-way provider called Blue LA that specifically serves low-income disadvantaged communities. Blue LA is a CARB funded program through Clean Mobility for Disadvantaged Communities, therefore it will not be included in the final analysis or will only be included to the extent of local funding. Finally, there are three peer-to-peer car share providers: Getaround, Turo, and Maven.

### 2) Objectives

Car sharing systems reduce GHG emissions in a number of different ways:

- Reducing congestion by lowering the number of owned vehicles
- Lowering the overall VMT, ultimately cVMT (combustion engine VMT)
- Changes in fleet mix, such as reducing vehicle ownership and more zero emission vehicles (ZEV)
- Replacing private-owned vehicles with car share vehicles
- Diverse impacts on other modes

### 3) Trip and Emissions Data Needs

Data needs include:

- Service Areas for round-trip and one-way car share systems
- Ridership data from publicly subsidized partners
- Service areas for peer-to-peer car share systems
- Ridership data where possible
- Average vehicle trip length
- VMT reduced

### 4) Quantification Methodology

SCAG has two options for quantifying GHG reductions from car sharing. The first option is to use an off-model Excel-based calculator developed by SANDAG as part of a project under the 4 MPO Future Mobility Research Program. The second option is to use the methodology laid out in the ARB Final Draft SCS Evaluation Guidelines Appendices. Both work on the same premise of identifying different geographies where car share vehicles will be operating, identifying a number of car share vehicles within those geographic areas, and assigning a participation rate within those respective areas. Based on the participation rate, staff will derive the GHG emissions reduction based on changes in travel behavior related to changes in vehicle ownership supported research.

#### ARB Methodology

Step 1: Identify region/County/City/TAZs that have sufficient residential densities to support car sharing.

Research indicates the minimum residential density required for a neighborhood to support car sharing is five (5) residential units per acre.

- a) Preferred Approach: Use data from regional and/or local TNC operators, region-specific study, or other local empirical data sources for local residential density support rate.
- b) Alternate Approach: Use conservative local residential density support rate five (5) residential units per acre.

Step 2: Estimate Total Population of region/County/City/TAZs identified in Step 1 as having sufficient residential densities to support car sharing.

Step 3: Identify regional car share adoption rate. Research from the Transportation Research Board's Transit Cooperative Research Program indicates that car share members are most likely to be between the ages of 25 to 45, while 10% of individuals aged 21+ in metropolitan areas of North America would become members if it were more convenient.

- a) Preferred Approach: Use data from regional and/or local TNC operators, region-specific study, or other local empirical data sources for regional adoption rate.
- b) Alternate Approach: Use conservative adoption rate of 10% of individuals aged 21 to 45. This number was derived from two car-sharing studies in major metropolitan/urban areas described above.

Step 4: Estimate car share membership population of region/County/City/TAZs identified as having sufficient residential densities to support car sharing (Step 2) using the car sharing adoption rate (Step 3).

$$\text{Membership Population}_{CS} = (\text{Total Population}_{CS} * \text{Adoption Rate}_{CS})$$

Where:  $\text{Membership Population}_{CS}$  = Number of car sharing members in region/County/City/TAZs  
 $\text{Total Population}_{CS}$  = Total population of region/County/City/TAZs identified as having sufficient residential densities to support car sharing  
 $\text{Adoption Rate}_{CS}$  = Car sharing adoption rate for region/TAZ

Step 5: Estimate VMT reductions from vehicles discarded or shed by car sharing members. Research by the University of California at Berkeley Transportation Sustainability Research Center (TSRC) indicates that car sharing leads to net VMT reduction, which are associated with car sharing members selling their existing vehicles and reducing purchases of new vehicles. Research from the San José State University's Norman Y. Mineta International Institute for Surface Transportation Policy Studies (MTI) indicates that vehicles discarded or shed by car sharing members would otherwise have been driven 8,200 miles per year. While VMT may slightly increase for specific car share members that did not previously own a car, the overall VMT tends to drop substantially for the car sharing membership fleet.

- a) Preferred Approach: Use data from regional and/or local TNC operators, region-specific study, or other local empirical data sources to estimate the number of trips or miles per year that are associated with shed vehicles per car sharing member.
- b) Alternate Approach: Use conservative estimate that shed VMT is 8,200 miles per year per car sharing member.

$$\text{Total VMT}_{Shed} = (\text{Membership Population}_{CS} * \text{VMT}_{Memb Shed})$$

Where:  $\text{Total VMT}_{Shed}$  = Total VMT from shed vehicles in region/TAZs (miles/year)  
 $\text{Membership Population}_{CS}$  = Number of car sharing members in region/TAZs  
 $\text{VMT}_{Memb Shed}$  = VMT shed per carshare member per year (miles/member/year)

Step 6: Obtain CO<sub>2</sub> emission rates for shed private automobiles from the current version of EMFAC.

Step 7: Estimate CO<sub>2</sub> emission reductions from private automobiles shed by car sharing members.

$$- \text{CO}_2 \text{ Shed} = - \text{Total VMT}_{Shed} * \text{EMFAC}_{Shed}$$

Where:  $\text{CO}_2 \text{ Shed}$  = CO<sub>2</sub> emission reductions from shed vehicles in region/County/City/TAZs (grams/year)  
 $\text{Total VMT}_{Shed}$  = Total VMT from shed vehicles in region/County/City/TAZs (miles/year)  
 $\text{EMFAC}_{Shed}$  = Average EMFAC CO<sub>2</sub> emission rate for shed vehicles in region/County/City/TAZs (grams per mile)

Step 8: Estimate VMT from car share members driving car share vehicles. CARB analysis of research conducted by MTI indicates that car share members drive an average of 1,200 miles per year in a car share vehicle.

- a) Preferred Approach: Use data from regional and/or local TNC operators, region-specific study, or other local empirical data sources to estimate the average number of trips or miles per year driven per car sharing member.
- b) Alternate Approach: Use conservative estimate that each car share member drives 1,200 miles per year in a car share vehicle.

$$\text{Total VMT}_{CS} = (\text{Membership Population}_{CS} * \text{VMTMemb}_{CS})$$

Where:  $\text{Total VMT}_{CS}$  = Total VMT from car share members driving car share vehicles in region/TAZs (miles/member/year)

$\text{Membership Population}_{CS}$  = Number of car sharing members in region/TAZs

$\text{VMTMemb}_{CS}$  = Car share VMT per member per year in region/TAZs (miles/member/year)

Car share vehicles are expected to be more fuel efficient than the average fleet. Vehicles used for car sharing are often newer and less polluting than older privately-owned vehicles whose trips are replaced by car sharing. California's car sharing services offer a variety of vehicles to members, however, compared to the average light duty fleet, the vast majority of the car sharing fleet are low and zero emission vehicles (ZEV) such as hybrids, PHEVs or a Battery Electric Vehicles (BEV). Until the average light duty fleet in CA reaches the same ratio of conventional/combustion vs. low/zero emission vehicles (cVMT vs eVMT), the car sharing fleet will be, on average, more fuel-efficient. This difference in fuel usage represents, when converted, a direct GHG emission reduction. CARB analysis of research conducted by MTI indicates that car sharing vehicle fleets are typically 29% more efficient than the overall population of vehicles shed by car sharing members.

- a) Preferred Approach: Use average local car sharing mix fleet based on data from regional and/or local TNC operators, region-specific study, or other local empirical data sources to identify average fleet-specific mix and age distribution to estimate car share fleet emission rates from the current version of EMFAC.
- b) Alternate Approach: Obtain CO<sub>2</sub> emission rates for shed private automobiles from the current version of EMFAC and reduce by 29%.

Step 9: Estimate CO<sub>2</sub> emissions from car sharing vehicle operation.

$$\text{CO}_{2CS} = \text{Total VMT}_{CS} * \text{EMFAC}_{CS}$$

Where:  $\text{CO}_{2CS}$  = CO<sub>2</sub> emissions from car share vehicles in region/TAZs (grams)

$\text{Total VMT}_{CS}$  = VMT from car share vehicles in region/TAZs (miles)

$\text{EMFAC}_{CS}$  = EMFAC CO<sub>2</sub> emission rate for car share vehicles in region/TAZs (grams per mile)

Step 10: Estimate total CO<sub>2</sub> emissions associated with car sharing in the region/TAZs.

$$\text{Total CO}_{2CS} = \text{CO}_{2\text{Shed}} + \text{CO}_{2\text{CS}}$$

Where:  $\text{Total CO}_{2CS}$  = Total CO<sub>2</sub> emissions from car share strategy (grams/year)

$\text{CO}_{2\text{Shed}}$  = CO<sub>2</sub> emission reductions from shed vehicles in region/County/City/TAZs (grams/year)

$\text{CO}_{2CS}$  = CO<sub>2</sub> emissions from car share vehicles in region/County/City/TAZs (grams/year)

## 5) Challenges, Constraints, and Strategy Implementation Tracking

One of the main challenges with car share is the limited utility of round-trip services, and the limited penetration of one-way services. While the growth of peer-to-peer car share is encouraging, data sharing has been limited as they are private companies. In the SCAG region, Blue LA is a promising service with a long-term vision for expansion in the region.

Other challenges include the following:

- Is there sufficient local empirical data sets available to identify:
  - Residential densities that support car sharing
  - Car share adoption rate
  - Competition from ride-hailing services that provide point-to-point transportation service
  - VMT reductions from shed vehicles
  - VMT associated with car share vehicles driven by car share members
  - Shed vehicles and car share fleet characteristics
- Do the types of car sharing programs (i.e., traditional roundtrip, one-way, peer-to-peer, and fractional) have different adoption rates?

#### 6) Monitoring and Tracking

- Regions/TAZs that support car sharing
- Car share member population before and after strategy implementation
- VMT reductions from shed vehicles or trips
- VMT associated with car share vehicles driven by car share members

### 3. Changing Workplace: Automation, Co-working

#### 1) Strategy Description

In general, this strategy aims to increase telecommuting, working from home, and other alternatives to single-occupant vehicle (SOV) employee commuting to a fixed work site. The specific focus is on co-working spaces, which are an increasingly prevalent feature of the region's employment landscape over the last several years. While the travel behavior of co-workers likely varies, it is reasonable to believe that the ability to use a co-working site in lieu of a farther away work space is a primary driver of their increasing popularity, which would result in lower VMT.

#### 2) Objectives

Objectives of 'Connect SoCal' are to increase the options available to workers across the region, allowing them to choose alternatives to fixed places of work, which are major drivers of VMT. Telecommuting and flexible working hours are key factors in achieving this. However, not all work is suitable for a home location, and co-working spaces or teleworking centers can offer conveniently-located, affordable spaces for work to take place outside the home, but without the need to commute a longer distance to a fixed work location. While there has been a consistent increase in telecommuting and working from home, co-working spaces (in particular WeWork sites and Regus shared offices) are fairly new and have not yet been considered as part of a VMT reduction strategy. SCAG hopes to increase investments and policies in this area through the 2020 'Connect SoCal' RTP/SCS.

#### 3) Trip and Emissions Data Needs

The primary data challenge is understanding the travel behavior of the users of co-working sites to ensure that they are indeed traveling less than they would to a fixed worksite. A SCAG-led consultant project is currently underway and as of this writing has surveyed roughly 150 co-working site users across the region, collecting data on their home locations, their industry/occupation, their commute

mode, and where they would go if they didn't have a co-working site available. In addition, data is being collected about the extent and spatial distribution of co-working sites in the region, in order to forecast their likely number and penetration during the RTP/SCS forecast horizon. Finally, the surveying effort has resulted in a robust network of contacts of co-working space site managers, which will allow SCAG and its partners to help promote the advancement of trip-reducing uses of co-working throughout the region.

#### 4) Quantification Methodology

Once survey results are completed by mid-2019, data can be used to estimate the current trip reduction potential based on the location of the region's co-working sites today and in the future. In addition, longitudinal telework and work-at-home data from the National Household Travel Survey (NHTS) and American Communities Survey (ACS) provide trend projections of these activities, which are similar to co-working spaces. It will then be possible to apply a past telecommute/work-at-home growth rate to our co-working site data to project future co-working travel behavior.

#### 5) Challenges, Constraints, and Strategy Implementation Tracking

Implementation tracking may be a challenge; however, SCAG's experience with collecting survey data has resulted in a robust list of contacts at co-working sites. A follow-up plan and additional surveying may need to be developed. A challenge is that, until survey results are available in mid-2019, it will not be possible to quantify the trip reduction potential of co-working sites.

### 4. Electric Vehicle Charging Infrastructure

#### 1) Strategy Description

The goal of the electric vehicle (EV) Charging Infrastructure strategy is to increase the number of workplace EV chargers in the region to facilitate workplace plug-in hybrid vehicles (PHEVs) charging by employees where the infrastructure is installed at workplaces. Currently, the average all-electric range (AER) of the PHEV fleet in California is approximately 33 miles per day per vehicle (mi/d/veh), while the average PHEV electric-drive range for this fleet is usage is only 20 e-miles/d/veh. This difference between AER and average PHEV electric-drive range suggests that PHEV drivers operate their PHEVs in gasoline operating mode rather than electric operating mode for part of their work commutes.

As PHEVs can operate in gasoline and electric operating modes, the strategy would serve to maximize PHEV operation in electric operating mode and minimize their operation in gasoline mode, thereby reducing tailpipe CO<sub>2</sub> emissions. Providing EV chargers at employee workplaces would help to extend the electric operation range of PHEVs used by employees who use EVs for commuting. Specifically, the strategy assumes PHEV batteries are fully charged prior to an employee beginning a commute trip to their workplace from home, as most PHEVs charge at home where the owner can qualify for low-cost nighttime charging that makes the electricity cheaper than gasoline. To facilitate PHEVs operating in electric mode on the employee's return commute trip to their home from workplace, the PHEV batteries are 'topped off' during work hours through the EV charging infrastructure installed under this strategy. In addition, as the strategy would be limited to employees where EV charging infrastructure is installed due to the strategy and would not be available to the general public, it is anticipated the strategy would not affect PHEVs driven by the general public and would not lead to induced VMT nor trips.

As part of this strategy, the following financial incentives would be provided:



- a. A one-time financial subsidy offered to employers for the purchase and installation of workplace EV charging infrastructure.
- b. When gasoline is cheaper than electricity on a per-mile basis, on-going incentives offered to employers to subsidize PHEV-driving employees to charge their cars with EV vehicle infrastructure to help dis-incentivize the operation of PHEVs in gasoline operating mode.

In addition, providing subsidized power to employees through the employer would facilitate implementation of this off-model strategy because subsidized power would help to make electric charging cheaper than gasoline to dis-incentivize gasoline operation. Allowing PHEV drivers to charge at home and recharge at work can increase electrical mode usage.

## 2) Objectives

Electric Vehicle Charging Infrastructure strategies can reduce GHG emissions as follows:

- Increase the number of new workplace EV charging stations
- Increase the number of PHEVs participating in the program

## 3) Trip and Emissions Data Needs

- Number of vehicles that can be charged per EV charging station
- Number of PHEVs in the region (this data is available from the DMV)
- Number of EV charging facilities implemented as part of the program
- Electric range of PHEVs in the region (this data might be available from the DMV or from the National Renewable Energy Laboratory)
- Driving length frequency distribution of drivers (i.e., how far does the average PHEV drive each day above its all-electric range?)

## 4) Quantification Methodology

The overall approach is to determine the increase of PHEV mileage shifted from gasoline to electricity (e-miles) due to PHEV workplace charging at EV charging connectors installed by the strategy.

The estimate of GHG emission reductions from increased PHEV e-miles due to the strategy can be based upon two different initial approaches of the strategy:

- a) Set up of the strategy based on the number of EV charging connectors installed:
  - Estimate the number of population of PHEVs in region
  - Estimate the number of PHEVs per charging connector
  - Estimate the number of PHEVs in the region that could use workplace EV Charging Connectors
  - Estimate average VMT shift per PHEV from gas to electricity (e-miles)
  - Estimate total regional VMT shift from gas to electricity (e-miles)
  - Estimate CO<sub>2</sub> emission reductions from PHEV e-miles
- b) Set up of the strategy based on the number of PHEVs in the region that could use installed EV charging connectors:
  - Estimate population of PHEVs in region
  - Estimate number of PHEVs per charging connector
  - Estimate number of EV Charging Connectors to install
  - Estimate VMT shift from gas to electricity (e-miles)

- Estimate CO<sub>2</sub> emission reductions from PHEV e-miles

*These approaches are described in more detail in ARB's Final Draft SCS Program and Evaluation Guidelines Appendices.*

SCAG's implementation of the strategy will create more charging stations across the region than would be created by state efforts alone. A greater number of charging stations in the region will enable PHEV drivers to charge more frequently and operate their vehicles in electric mode for a higher proportion of travel.

SCAG intends to use the quantification methodology outlined in ARB's Final Draft SCS Program and Evaluation Guidelines Appendices.

#### 5) Challenges, Constraints, and Strategy Implementation Tracking

- This strategy can be tracked by analyzing longitudinal data of registered PHEVs and installed EV stations in the region.
- The effectiveness of this strategy may fluctuate depending on adoption of EVs, availability of funding sources for incentives, and electric range of PHEVs.
- Local data on charging and electric use of PHEVs may be limited.

##### *Other:*

- The goal of the strategy is to increase PHEV e-miles per day; not to increase purchases of PHEV nor Battery Electric Vehicles (BEVs). That is covered by other strategies.
- PHEV electric range would not increase as a result of the strategy. Rather, the strategy will allow workplace charging to facilitate the operation of the PHEV in electric mode and limit operation in gasoline mode.
- The choice of electricity over gasoline in a PHEV depends upon the relative price (cost/mile). It is critical to the success of this strategy to have a low competitive price for electricity, whether from the power company rate structure or from direct employer subsidy

#### 5. First/Last Mile Improvements

##### 1) Strategy Description

This strategy uses a Complete Streets approach to maximize the number of people walking or biking to transit by improving active transportation conditions within a radius of up to three miles from a transit station or stop. Improving conditions includes increasing safety, improving infrastructure, and reducing the time it takes to access the transit station or stop.

Infrastructure investments may include dedicated bike routes, sidewalk enhancements, mid-block crossings (short-cuts), reduced waiting periods at traffic signals, bicycle parking, signage and wayfinding, bike share, micro mobility, landscaping, streetscape furniture, and others.

The strategy of developing first/last mile solutions will increase transit ridership and increase the number of people using active transportation to reach a transit stop. This strategy works by attracting transit riders by decreasing the "cost" or total trip time of a transit trip (creating the conditions that allow people to travel a longer distance in the same amount of time) as well as improving safety.

##### 2) Objectives



- Reduce vehicle miles traveled (VMT)
- Increase transit ridership
- Reduction air pollution
- Increase physical activity and improve health outcomes

### 3) Trip and Emissions Data Needs

- Existing bicycle network
- Ratio of sidewalk miles to road miles
- Intersection density (an indicator of degree of traffic stream conflict points and street connectivity)
- Percent of population within a 10 minute walk shed and bike shed of 2-3 miles of a transit station or stop.
- Number and location of transit stops/ stations

### 4) Quantification Methodology

To analyze travel effect of First/Last mile improvement, SCAG uses Active Transportation Tool (AT Tool) developed by 2016 RTP/SCS. AT Tool generates mode share by 1) auto, 2) transit, 3) walk-to-activity, 4) walk-access-transit, and 5) bike, with different input/assumption to input variables, including 1) bike lane density, 2) pedestrian improvement, 3) intersection density (for mid-block crossing), and 4) local street density (design/street calming). To avoid double counting issues, only mid-block crossing and street calming are improved in the First/last mile areas. Improvement on bike lane, pedestrian, micro mobility and bike share are not included in the analysis.

### 5) Challenges, Constraints, and Strategy Implementation Tracking

Potential challenges and constraints include:

- Collecting consistent data from a variety of jurisdictions and transit service providers
- Making accurate estimates of sidewalk coverage due to lack of complete data sets
- Decreases in transit ridership from other factors including TNCs and increased auto ownership
- Funding availability

Implementation success will be tracked by evaluating the following metrics:

- Increases in transit ridership
- Reduction in VMT
- Miles of new bicycle or pedestrian infrastructure improvements (e.g., protected bicycle lanes, new sidewalk, etc.) around transit stations and stops.
- Installation of transit station amenities to encourage bicycling and walking (e.g., bike parking)
- Reduction in rate of collisions involving people walking and biking near transit stations

### 6. Improved Pedestrian Infrastructure

#### 1) Strategy Description

Installation of pedestrian facilities to support safe conditions for walking trips and to encourage additional trips to be taken by walking. This strategy is closely aligned with the First/Last Mile Strategy and the Safe Routes to School Strategy, but focuses primarily on the development of wholesale pedestrian networks across land use scenarios.

Investments will include the installation of new sidewalks, repair of existing sidewalks, improvement of intersection designs, installation of ADA compliant infrastructure, walking paths, traffic control devices, crosswalks, curb extensions/bulb outs, ADA requirements, and other traffic calming projects that reduce vehicle speeds. Investments will include state and federal grants, complete streets investment strategies, and county and local funding sources.

Providing complete sidewalk networks allows safe travel for walking trips and encourages walking for a variety of short trip purposes. Investments will improve safety outcomes for pedestrians and reduce VMT by shifting short trips to walking modes.

## 2) Objectives

- Reduction in VMT
- Increase in walking mode share
- Reduction in rate of collisions involving pedestrians
- Reduction in air pollution
- Increase in physical activity and health outcomes

## 3) Trip and Emissions Data Needs

Much of the built environment currently includes sidewalks, however, there are often gaps in the network, sidewalks in need of repair due to tree roots and other impacts, and in some cases, sidewalks were previously installed but do not meet current ADA requirements. Several jurisdictions have completed sidewalk inventories that can be used to develop estimates across place types for identifying regional investment strategies and expected changes in mode choice.

## 4) Quantification Methodology

Estimates for sidewalk coverage will be developed for place types as was done in the 2016 RTP/SCS. Investment and completion levels will be based on the percent completed for different land use investment strategies (NMAs, TPAs, HQTAs, etc.), which will be modeled using an off-model strategy. To avoid double counting, this strategy includes general pedestrian improvements that would not include the specialized location specific place-based improvements included in the First/Last Mile and Safe Routes to School strategies.

Changes in transit infrastructure, land use, and pedestrian infrastructure will all impact mode shift and safety outcomes. Other strategies that impact those factors should be considered during modeling.

## 5) Challenges, Constraints, and Strategy Implementation Tracking

- Collecting consistent data from a variety of jurisdictions
- Funding availability
- Making accurate estimates of sidewalk coverage due to lack of complete data sets
- Decreases in transit ridership from other factors including TNCs and increased auto ownership

Metrics of success may include:

- Reduction in VMT
- Reduction in rate of collisions involving pedestrians
- Miles of new and/or repaired sidewalk or other pedestrian facilities (e.g., mid-block crossings, ADA compliant infrastructure, signage/wayfinding)
- Traffic calming project implementation

## 7. Parking Management

### 1) Strategy Description

Parking management techniques include real-time identification of open parking spaces, active wayfinding, adaptive pricing and consumer-facing apps for information and payment of parking. These pertain to on-street as well as public off-street parking. Private parking is not precluded, but likely is not incentivized to participate. In the SCAG region, the City of Los Angeles Department of Transportation (LADOT) has deployed smart parking systems throughout downtown Los Angeles and Hollywood, and has plans for deployment in Westwood Village near UCLA.

Parking management strategies aim to reduce GHG emissions by reducing vehicle trips and promoting alternative modes of transportation through methods such as pricing mechanisms, allowable hours of parking, or parking permits. These strategies can potentially improve and increase turnover rates for parking availability in impacted areas and reduce parking search time and the associated VMT and GHG emissions. The existing parking management strategies that SCAG will quantify include the following:

- Long/short-term fee differentials
- On-street fees and resident parking permits
- Reduced reliance on minimum parking standards
- Adaptive parking pricing

In the SCAG region, the parking management strategy that will be analyzed will be discouraging vehicle trips through installing parking meters and assigning limited hours for parking areas that are currently offered for free.

### 2) Objectives

The intended goal is increased customer satisfaction, better utilization, and increased parking revenues and citations. The GHG reduction goal is a decrease in VMT by reducing cruising for empty spaces due to the improved wayfinding. Additionally, where parking has not been priced before, some mode switching to transit, biking and walking may occur as driving is dis-incentivized.

Parking management strategies can reduce GHG emissions as follows:

- Reduced VMT
- Reduced vehicle trips
- Reduced vehicle hours traveled (VHT) (i.e., searching time for parking)
- Changes in mode share

### 3) Trip and Emissions Data Needs

Data needs include

- Extent of smart parking deployments
- Reduction in circling due to implementation
- Number of vehicle trips reduced
- Average vehicle trip length in the implemented area
- Parking turnover rates before and after the implementation of strategy

#### 4) Quantification Methodology

SCAG will follow the off-model methodology laid out in the ARB Draft SCS Evaluation Guidelines for calculating VMT due to shorter searching time for parking based on Smart Parking deployment. The GHG emission reductions SCAG will analyze are generally attributable to reductions in VMT due to shorter search times for parking and less vehicle trips.

The following are the basic analytical steps that MPOs can consider when estimating VMT and/or GHG emission reductions associated with parking management strategies.

Quantifying VMT reduced due to shorter searching time for parking:

$$-VMT_{\text{parking}} = V_{\text{avg}} * t_{\text{saved}}$$

Where:  $-VMT$  = VMT reduced due to shorter search time for parking (mile)  
 $V_{\text{avg}}$ : Average travel speed on local streets (mph)  
 $t_{\text{saved}}$ : Time saved from parking (hour).

#### 5) Challenges, Constraints, and Strategy Implementation Tracking

Smart Parking systems face one unanticipated challenge; that is, the proliferation and abuse of disabled or handicap parking placards. Since placards allow drivers to park for free, there is a large incentive for non-eligible drivers to use their relatives' placards, or seek out disreputable doctors to provide them as reported by Los Angeles Times in April 2019. Additionally, with an aging population, there will be an increase in such placards being given out to elderly residents. According to a source at one agency, up to 40% of the most sought-after spaces in their service area may be occupied by placard holders at any given time.

Another challenge to parking management policy planning is that MPOs and/or local jurisdictions need to partner with communities to identify the rates and hours of parking that would be effective in reducing GHG emissions. Especially in developing areas, proposed parking management policy needs to consider the unforeseen demand as well. Another possible challenge would be to isolate the parking management strategy's impact on reducing VMT and/or GHG emissions from other strategies that potentially have similar impacts on the affected population and implemented areas. For example, high-cost of parking can incentivize travelers to consider transit as an alternative means of transportation. However, direct transit strategy (e.g., more frequent transit service) can also motivate travelers in the same planning area to switch from auto mode to transit mode.

### 8. Multimodal Dedicated Lanes

#### 1) Strategy Description – Multimodal Dedicated Lanes.

Conversion of traffic lanes to multimodal dedicated lanes has been planned in portions of the City of Los Angeles. These lane conversions would serve both transit and active transportation modes. They have been developed to be consistent with the City of Los Angeles' Transit Enhanced Network, a key strategy of the Mobility Plan 2035: An Element of the General Plan.

There are three levels of intervention: comprehensive, moderate plus, and moderate. The comprehensive corridors feature round-the-clock dedicated multimodal lanes. The moderate plus lanes feature peak hour multimodal lanes. The moderate lanes feature bicycle lanes and rapid bus service, and are only being included for the San Fernando Valley portions of the City of Los Angeles.

The strategy is expected to reduce greenhouse gas emissions by encouraging modal shift from auto travel to active modes and transit.

## 2) Objectives

Multimodal dedicated lanes would be implemented to: 1) Increase transit vehicle speeds, 2) Increase transit system reliability by reducing traffic congestion imposed variably in travel time, and 3) Enhance safety for cyclists and new mobility users. These objectives would lead to increased use of these modes in the specified corridors and would provide residents of these areas with additional mobility options. Additionally, reduced mixed-vehicle capacity may result in less vehicle miles travelled.

The strategy is expected to increase bicycle lanes and transit boardings, while decreasing vehicle miles travelled. Reduced vehicle miles travelled and greenhouse gas emissions would be the result of reduced vehicle trips due to modal shift.

## 3) Trip and Emissions Data Needs

Cost estimates for the strategy will be based on the average of programmed totals from programmed investments for dedicated bus lanes.

Currently, there are dedicated lanes or road facilities for transit buses in at least five SCAG subregions – Westside COG, San Fernando Valley COG, San Bernardino COG, City of Los Angeles, and San Gabriel Valley COG. Responsible parties for the implementation of this strategy could be either local cities or transit providers. SCAG will partner with those entities to track strategy implementation and success metrics. The affected population for this strategy are the residents living near the corridors, as well as travelers who use the corridors.

There are three types of data needed: infrastructure assumptions; baseline travel data; and travel demand model test run elasticity factors.

Data needs include:

- Total baseline travel via personal vehicle, transit, and active modes
- Corridor length for the entire network, split between comprehensive and moderate plus networks.
- Total mileage for each network needs to be identified:

### *Infrastructure Assumptions*

- Comprehensive Bus Corridors
- Moderate Plus Bus Corridors
- Moderate Bus Corridors
- Bike Lanes

### *Baseline Travel Data*

- Plan year baseline and plan transit travel
- Plan year baseline and plan active modes travel
- Plan year baseline and plan VMT

### *Elasticity Factors*

- Model test run elasticity factor for auto travel

- Model test run elasticity factor for transit travel
- Model test run elasticity factor for active travel modes
- Model test run elasticity factor for VMT

#### 4) Quantification Methodology

Use of the converted multimodal dedicated lanes will be estimated using elasticity factors derived from a test run of the regional travel demand model. These estimates will be expressed in VMT. The methodology will attempt to estimate the benefits of comprehensive, moderate plus, and moderate lanes.

The elasticity factors will be applied to the output of the travel demand model for the three modes (vehicle travel, transit, and active transportation) along the specified corridors. These numbers will be aggregated to the comprehensive, moderate plus, and moderate levels. The difference between aggregated baseline and aggregated new travel across the three modes will be multiplied by CO2 emissions rates obtained from EMFAC and used to produce estimated greenhouse gas reductions.

#### 5) Challenges, Constraints, and Strategy Implementation Tracking

The off-model analysis of this strategy will require the production of elasticity factors from the travel demand model. A test run has been conducted and this seems achievable. These factors will then have to be multiplied against plan year forecast data from the travel demand model, which will be produced as part of SCAG's normal metropolitan planning activities.

Implementation tracking may be a challenge. However, Federal Transit Administration Small Starts grants require before and after studies; if any Small Starts grants are used to pay for lane conversions, these reports would be required. These reports will facilitate implementation tracking.

Metrics of success would include:

Direct measures:

- 1) increased average transit vehicle speeds in the corridor
- 2) increased on-time performance in the corridor
- 3) decreased pedestrian involved traffic collisions in the corridor
- 4) decreased bicyclist involved traffic collisions in the corridor

Indirect measures:

- 1) increased transit trips in the specified corridors
- 2) increased active mode travel in the specified corridors
- 3) decreased auto travel in the specified corridors

#### 9. Safe Routes to School Strategies

##### 1) Strategy Description

Safe Routes to School strategies are comprehensive approaches to reduce the number of Single Occupant Vehicle (SOV) trips to schools and shorten commute trips where one stop of the trip is at a school. The Safe Routes to School Strategy includes a combination of both infrastructure investments as well as encouragement programs:

- *Safe Routes to School Encouragement Programs:* Safe Routes to School is a comprehensive strategy aimed at increasing rates of children walking and bicycling to school. It includes a wide variety of encouragement and education strategies based on the 6 Es of Encouragement, Education, Evaluation, Enforcement, Engineering, and Equity.
- *Safe Routes to School Active Transportation Infrastructure Improvements:* This strategy aims to increase the number of children walking and biking to school by implementing the Engineering “E” through infrastructure improvements to the bicycle and pedestrian network within a short distance of a school site.

When implemented, Safe Routes to School strategies improve safety, reduce congestion and vehicle miles traveled (VMT), improve air quality, and increase the physical activity rates of students and their parents.

## 2) Objectives

The objective of bike share systems are to provide flexible mobility for short to medium distances (1-5 miles). They reduce GHG by the following:

- Replacing short distance auto trips
- Improving health outcomes
- Increasing rates of walking and bicycling

## 3) Trip and Emissions Data Needs

Data needs include:

- Number of schools and students impacted
- Literature on the effectiveness of the program

## 4) Quantification Methodology

Students participating in Safe Routes to School program will change travel model to/from school from vehicle and transit to walking or biking. Since most of school age students are not vehicle drivers, most of them are carpool passengers or walking/biking to school (transit share is very small). As they change travel mode from carpool to active transportation modes, vehicle travel will be reduced because parents or family adults will no longer need to pick up/drop off school kids. Two types of VMT saving will be estimated: 1) pure escort trip: family adults driving school kids to school, then back to home; and family adults driving to school to pick up school kids, then back to home. 2) share-ride: travel detour for adult workers to pick up or drop off school kids. SCAG will use household travel survey data and model output to calculate VMT saving described above. To avoid double counting with other infrastructure enhancement, SCAG will apply a 10% discount on calculated VMT saving.

## 5) Challenges, Constraints, and Strategy Implementation Tracking

Challenges will be mostly on the data collection side. Many agencies currently operate Safe Routes to School programs but no centralized database exists for California or the SCAG region. National literature for program effectiveness is available and will be used for off model estimates.



## IX. Other Data Collection Efforts

### 1. Local Input Survey

To assist in the development of 'Connect SoCal', SCAG initiated the Local Input Process in 2017. The Local Input Process was designed to engage local jurisdictions in establishing base geographic and socioeconomic data sets for Connect SoCal. As part of the Local Input Process, SCAG developed a 2020 Local Input Survey to collect information from local jurisdictions related to the implementation of the 2012 and 2016 RTP/SCS, as well as to assist in the development of 'Connect SoCal'. The 2020 survey builds and expands upon the 2016 survey by adding substantive questions. Whereas the 2016 Local Input Survey focused primarily on land use, transportation and natural lands issues, the 2020 Local Input Survey expands the set of questions to include inquiries related to housing, goods movement, public safety, environmental compliance, environmental justice, and data.

During the 2016 Local Input process, SCAG staff received multiple requests from local jurisdictions to provide clarifications on certain technical terms. As such, SCAG staff has developed a glossary to assist local jurisdictions in completing the Local Input Survey in a timely matter. Distribution of the 2020 Local Input Survey began on October 1, 2017 and concluded on October 1, 2018. The survey was distributed via email, hardcopy, and online (Survey Monkey). The Local Input Survey consists of the following topics:

- 1) Land Use
- 2) Transportation
- 3) Environmental
- 4) Public Health and Safety
- 5) Data

One hundred twelve local jurisdictions (about 60%) responded to the survey. Survey responses will assist in developing SCAG's scenario planning model for the SCS.





Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
June 6, 2019

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

EXECUTIVE DIRECTOR'S
APPROVAL

From: Art Yoon, Director of Policy and Public Affairs, Legislation,
(213) 236-1840, ArtYoon@scag.ca.gov

Handwritten signature: Kome Ajise

Subject: June State and Federal Legislative Montly Update

RECOMMENDED ACTION:

Receive and File

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.

STATE

Fiscal and House of Origin Deadlines Pass

Friday, May 17, 2019, was the last day for fiscal committees to meet and report to the floor bills introduced in their house. By way of background, bills that have a fiscal impact of \$150,000 or more are placed on the "suspense file" by each houses' fiscal committee. These bills have to be voted to the floor by the fiscal committee in order to continue through the legislative process. Failure to report bills out means they are essentially dead for the year.

Friday, May 31, 2019, was the last day for each house to pass bills introduced in that house. Like the fiscal committees deadline, a bill that was not voted on by the house of origin is essentially dead for the year.

Status of Legislation with Regional Council-Adopted Positions

Numerous bills with Regional Council-Adopted positions remain alive in the legislative process. The following lists the bills and their status:

Table with 3 columns: Bill, Regional Council Position, Status. Rows include AB 10 (Chiu), AB 185 (Grayson, Cervantes), AB 252 (Daly, Frazier), AB 1093 (Rubio), AB 1568 (McCarty), SB 5 (Beall).

SB 128 (Beall)	<b>SUPPORT</b>	Alive; Ordered to California Assembly
SB 168 (Wieckowski)	<b>SUPPORT</b>	Alive; Subject to May 31 House of Origin deadline
SB 307 (Roth)	<b>OPPOSE</b>	Alive; Ordered to California Assembly
SB 498 (Hurtado)	<b>OPPOSE</b>	Alive; Subject to May 31 House of Origin deadline

**California Sees Slowest Population Growth In State History**

New demographic data from the California Department of Finance shows a decline in population growth in California for 2018, falling from 0.78% in 2017 to 0.47% last year. The estimated total population is 39,927,315 as of January 1, 2019. According to demographers, reasons for the drop in growth include immigration patterns, declining birthrates, and economic strains fueling the housing affordability crisis. The Department of Finance also highlighted the devastation of the wildfires that swept the state, noting that the cities of Chico and Oroville saw population increases of about 20%. The increase is due to people leaving the town of Paradise, which saw 90% of its housing stock eliminated during the Camp Fire.

**California High-Speed Rail Authority Releases 2019 Project Update Report**

On May 1, 2019, the California High-Speed Rail Authority (CAHSRA) released its 2019 Project Update Report to the California State Legislature. A project update report is due every two years. Given Governor Newsom’s goal of focusing on completing the Bakersfield to Merced route, the report generated much speculation on what direction it would take. The report states that it would cost \$20.4 billion to complete the 171-mile stretch between Bakersfield and Merced, deliver on improvements to regional rail in Los Angeles and the San Francisco Bay Area (the bookend projects), and environmental planning work on the entire Phase 1 stretch (San Francisco to Anaheim).

The report identifies about \$23.45 billion in existing funding, which includes \$9 billion in Proposition 1A funds, \$3.5 billion in federal funding, and between \$8.5 billion and \$11.5 billion from the state’s cap-and-trade program. More information on the federal funding is included later in this report.

**Governor’s FY2019-2020 Budget “May Revision”**

On May 9, 2019, Governor Newsom released his updated Fiscal Year (FY) 2019-2020 budget, known as the “May Revision.” The revised budget will serve as a major element in the preparation and final negotiations over the next 3-4 weeks between the Legislature and the Governor on a final budget that must be approved no later than midnight on June 15, 2019.

In total, the Governor’s May Revision includes \$147 billion in spending, which is up 2% from what he proposed in January. Some of the highlights of the May Revision include:

- \$1.75 billion to spur housing production, including \$750 million in one-time General Fund revenues for local and regional governments to increase housing production. Specifically, \$250 million of the \$750 million would be directed to local and regional governments to support technical assistance and staffing to develop plans to reach higher statewide housing goals. The remaining \$500 million is refocused for the Infill Infrastructure Grant Program, administered by the California Department of Housing and Community Development (HCD).

- 
- \$500 million is proposed for a new low-income housing tax credit in 2019-2020, and up to \$500 million annually after that upon appropriation. \$200 million of the total would be used to increase the development of mixed-income housing projects serving a broad range of incomes (30-120% Area Median Income). The Governor also proposes deeper subsidies for preservation of affordable housing.
  - The Governor continues to advocate for linking local streets and roads funds from Senate Bill 1 (Chapter 5, Statutes of 2017) to housing element law compliance and zoning and meeting regional housing need goals.
  - \$1 billion to prevent and mitigate homelessness. Specifically, \$650 million would be available for California's 13 most populous cities (\$275 million), counties (\$275 million), and Continuums of Care (\$100 million) to build emergency shelters and navigation centers. Funding for cities and counties is contingent on submitting regional plans to their respective Continuums of Care.
  - The proposed 2019-20 Cap and Trade Expenditure Plan in the May Revise is included below:

Investment Category	Department	Program	Governor's Budget	May Revision	Total
Air Toxic and Criteria Air Pollutants	Air Resources Board	AB 617 - Community Air Protection	\$200	-	\$200
		AB 617 - Local Air District Implementation (\$50 million total, including other funds)	\$20	-	\$20
		Technical Assistance to Community Groups	\$10	-	\$10
Low Carbon Transportation	Air Resources Board	Clean Vehicle Rebate Project	\$200	-	\$200
		Clean Trucks, Buses, & Off-Road Freight Equipment	\$132	\$50	\$182
		Enhanced Fleet Modernization Program & Transportation Equity Projects	\$50	\$15	\$65
		Agricultural Diesel Engine Replacement & Upgrades	\$25	\$65	\$90
Healthy Forests	CAL FIRE	Healthy & Resilient Forests	\$165	-	\$165
		Prescribed Fire & Fuel Reduction	\$35	-	\$35
Climate Smart Agriculture	Department of Food & Agriculture	Healthy Soils	\$18	\$10	\$28
		Methane Reduction	\$25	\$10	\$35
Short-Lived Climate Pollutants	CalRecycle	Waste Diversion	\$25	-	\$25
Integrated Climate Action: Mitigation & Resilience	Strategic Growth Council	Transformative Climate Communities	\$40	\$92	\$132
	Coastal Commission & BCDC	Coastal Resilience	\$3	-	\$3
	Community Services & Development	Low-Income Weatherization	\$10	-	\$10
	California Conservation Corps	Energy Corps	\$6	-	\$6
Workforce Training	Workforce Development Board	Preparing Workers for a Carbon-Neutral Economy	\$27	\$8	\$35
Climate and Clean Energy Research	Strategic Growth Council	Climate Change Research	\$10	-	\$10
	California Environmental Protection Agency	Transition to a Carbon-Neutral Economy	-	\$1.5	\$1.5
<b>Total</b>			<b>\$1,001</b>	<b>\$252</b>	<b>\$1,253</b>

**FEDERAL**

**SCAG Delegation Attends CAGTC Conference, Advocates for Transportation Reauthorization Bill**

A delegation of SCAG’s Board and staff recently completed a week in Washington D.C. for the Coalition for America’s Gateways and Trade Corridors (CAGTC) Annual Meeting. In addition to the CAGTC meeting, the delegation also met with numerous congressional members. The focus was to develop relationships with SCAG’s congressional delegation and discuss a range of topics, from the surface transportation reauthorization bill to available data that SCAG can provide, including local profiles of member cities and counties.

It was a busy schedule with the delegation meeting with Senator Dianne Feinstein, Congresswoman Julia Brownley (D-Thousand Oaks), Congresswoman Judy Chu (D-Monterey Park), Congresswoman Grace Napolitano (D-El Monte), Congressman Harley Rouda (D-Laguna Beach), Congresswoman Norma Torres (D-Pomona), and staff from the offices of Senator Kamala Harris and Congresswoman Linda Sánchez (D-Whittier). The delegation also met with staff from the Department of Transportation, as well as from the Senate Committee on Environment and Public Works.

### **Infrastructure Proposal Stalls After Disagreements between President Trump, House Speaker Pelosi, Senate Democratic Leader Schumer**

Two meetings on a potential infrastructure bill occurred on April 30, 2019 and May 22, 2019 between President Trump, House Speaker Nancy Pelosi, and Senate Democratic Leader Chuck Schumer. The April meeting was promising, resulting in an agreement between the President and the Democratic leaders to work together on a \$2 trillion infrastructure package. They agreed to discuss how to pay for the package at the May meeting. On the eve of the May meeting, however, President Trump wrote a letter to both Democratic leaders declaring that an infrastructure bill would be a priority only after Congress approved the United States-Mexico-Canada Trade Agreement. Given the letter, the May meeting between the President and Democratic leaders was short and did not result in an agreement on how to pay for the package, signaling that an infrastructure bill was all but dead.

House Transportation and Infrastructure Chairman Peter DeFazio (D-OR), who advocated for a standalone infrastructure bill in addition to a surface transportation reauthorization bill, expressed his disappointment on the outcome of the meeting, but committed to working across the aisle on infrastructure issues.

### **Federal Railroad Administration Terminates 2010 Funding Agreement with CAHSRA**

On May 16, 2019, the Federal Railroad Administration (FRA) announced that it would terminate a 2010 funding agreement with the CAHSRA and rescind \$929 million in previously awarded funds. According to FRA Administration Ron Batory, the CAHSRA has “repeatedly violated the terms” of the agreement, preventing the FRA from conducting proper oversight. Batory also notes that the CAHSRA has failed to make “reasonable progress” on the project and will miss the 2022 deadline for completion. The \$929 million was never transferred to California; the money is currently sitting in the U.S. Treasury. The FRA also noted that it would seek “all options regarding the return of \$2.5 billion in American Recovery and Reinvestment Act (ARRA) funds” awarded to the CAHSRA. ARRA funds were transferred to California and have already been spent.

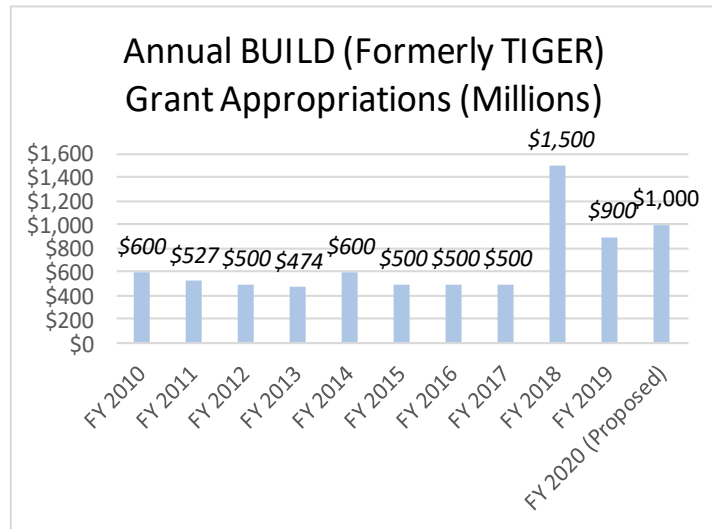
### **California Sues Federal Railroad Administration Over Funding Agreement**

On the heels of the FRA’s May 16, 2019 announcement, California filed a lawsuit on May 21, 2019 against the U.S. Department of Transportation (USDOT) and the FRA over the terminated funding agreement with the CAHSRA. Lenny Mendonca, Chairman of the CAHSRA, notes that the suit, filed in U.S. District Court for the Northern District of California, challenges the FRA’s decision on the grounds that it was arbitrary and capricious. Then, on May 22, 2019, Governor Newsom’s office said that California had reached an agreement with the Trump administration the previous night under which the federal government would not immediately reassign the funds to another project.

**House Appropriations Committee Releases Draft 2019-20 Transportation, Housing and Urban Development Bill, Includes Protection for Federal Funding to CAHSRA**

On May 22, 2019, the House Appropriations Committee released the draft FY 2020 Transportation, Housing and Urban Development (THUD) bill that funds USDOT and the Department of Housing and Urban Development (HUD). Overall, the bill receives \$75.8 billion of discretionary budgetary authority.

Highlights from the draft bill includes \$1 billion for the Better Utilizing Investments to Leverage Development (BUILD) discretionary grant program, an increase of \$100 million over FY 2019 levels. The attached chart tracks the funding levels for BUILD over a 9-year period.



The Federal Highway Administration (FHWA) receives an overall funding level of \$48.854 billion, which includes a \$1.75 billion supplement from the general fund. Of the \$1.75 billion supplement, nearly \$1.5 billion is set

aside for states through the Surface Transportation Block Grant Program (STBGP), which is used for the construction of highways, bridges, tunnels, transit capital projects, and highway and transit safety infrastructure improvements, among other eligible uses.

It is also worth noting that the draft bill funds all current projects with a signed full funding grant agreement (FFGA) under the Capital Investment Grant program in the Federal Transit Administration, which includes the Los Angeles Regional Connector and Section 1 and 2 of the Los Angeles Westside Expansion of the Purple Line.

The draft bill also includes protections for the federal funding directed to the CAHSRA to complete the high-speed rail project. Specifically, the bill bans the use of funds made available for FY 2020 for terminating a grant or cooperative agreement with the CAHSRA, de-obligation of funding associated with a grant or cooperative agreement with the CAHSRA, or require California or the CAHSRA to pay back funding previously obligated and expended. This applies to Cooperative Agreement No. FR-HSR-0009-10-01-06, the agreement for ARRA funding totaling \$2.5 billion that California has already spent. The bill also mentions the recently terminated 2010 FRA funding agreement that awards California with \$929 million and declares that funding may not be made available for any purpose until the litigation surrounding the use of these funds is resolved.

**FISCAL IMPACT:**

None



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
June 6, 2019

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Basil Panas, Chief Financial Officer, Contracts, 213-236-1817,
panas@scag.ca.gov
Subject: Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 -
\$199,999 and Amendments \$5,000 - \$74,999

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) more than \$5,000 but less than \$200,000

Table with 3 columns: Vendor, PO Purpose, PO Amount. Lists various vendors and their purchase order details.





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

<b><u>Consultant/Contract #</u></b>	<b><u>Contract's Purpose</u></b>	<b><u>Contract Amount</u></b>
1. Kounkuey Design Initiative (KDI) (19-015-C01)	The consultant shall design, fabricate, maintain, store, transport, implement and oversee the installation of temporary demonstration elements. Consistent with the requirements of the State of California – Office of Traffic Safety grant program that funds this project, the consultant shall design these demonstration elements to showcase innovative street design treatments that enhance safety and maximize walking and biking trips in a community and include signage elements that support robust community outreach and education on the design treatments.	\$199,988
2. KOA Corporation (19-031-C01)	The consultant shall work with SCAG and the City of South El Monte to implement a Go Human demonstration project in the City of South El Monte. The project will demonstrate planned active transportation improvements to collect community feedback on potential improvements. The demonstration will be held in conjunction with an open streets event hosted by the Los Angeles County Metropolitan Transportation Authority to reach an engaged audience of community members. This project helps to support regional transportation planning through demonstrating active transportation infrastructure and collecting community feedback in an underserved community in the San Gabriel Valley.	\$197,438
3. KOA Corporation (19-032-C01)	The consultant shall complete the City of Montclair's Active Transportation Plan. The City of Montclair Active Transportation Plan (MATP) will align with the San Bernardino County Transportation Authority (SBCTA) Active Transportation Plan. The MATP will also incorporate elements of the City's Safe	\$184,987





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

<u>Consultant/Contract #</u>	<u>Contract's Purpose</u>	<u>Contract Amount</u>
	Routes to School (SRTS) Plan and the Systemic Safety Analysis Report (SSART) both being developed under separate contracts.	
4. Urban Design 4 Health, Inc. (18-027-C01)	The Consultant shall update and refine the existing C-PHAM (v1) by revisiting calculations using the most current data available for the built environment and health outcome that can position SCAG to analyze health impacts within the context of the 2020 Connect SoCal (formerly called RTP/SCS).	\$149,995
5. WSP International 19-018-C01; and Fehr & Peers 19-018-C02	The consultants shall support SCAG staff by enhancing model operation performance and analytical functionality of SCAG's Activity Based Travel Demand Mode to 2020 Connect SoCal.	\$149,367 and \$49,581
6. Rincon Consultants, Inc. (18-001-B14A)	The consultant shall provide services for a Sustainability Planning Grant for the City of South Pasadena (City). Specifically, the consultant shall prepare a Climate Action Plan (CAP) that will specifically identify greenhouse gas (GHG) emission sources and develop a prioritized set of reduction measures/program to track progress.	\$99,915
7. AMMA Transit Planning (18-035-C01)	Consistent with the requirements of the Caltrans Planning Grant and the Gold Coast Transit District (GCTD) Local Transportation (primarily funded by the Sustainable Communities grant program) that funds this project, the consultant shall produce a First-Mile Last-Mile Connectivity Study for Naval Base Ventura County (NBVC) to make it easier for military service personnel and workers (civilian employees) to access transit in and around the Port Hueneme and Point Mugu military	\$86,136



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

<b><u>Consultant/Contract #</u></b>	<b><u>Contract's Purpose</u></b>	<b><u>Contract Amount</u></b>
8. Local Government Commission (19-057-C01)	The consultant in shall place students (Fellows) in SCAG member cities and the Fellows will provide capacity-building support to the cities through various research, planning and project implementation activities.	\$75,000
9. Partners for Better Health Active San Gabriel Valley, a project of Community Partners (Active SGV) (19-041-C01)	SCAG and the City of South El Monte will partner with the San Gabriel Valley COG (SGVCOG) and the City of El Monte to implement and host a multi-jurisdiction open streets event (Ciclovía). Activity hubs will be coordinated along the route, which has been designed to facilitate event access to the El Monte Transit Center, Metrolink Station, and Rio Hondo River path.	\$71,524
10. Sync Meeting Management (19-035-C01)	The consultant shall provide event coordinator services, to facilitate logistical and stage management support to ensure that the SCAG's annual Regional Conference and General Assembly (GA) runs smoothly and achieves its goals. The consultant shall provide assistance only with program execution and not development of the panels and different programming areas.	\$65,700
11. Digital Map Products, Inc. (18-021-C01)	The consultant shall provide spatial real estate transaction data to identify trends (the general tendency of a set of data to change) at the neighborhood, local jurisdiction, county, and regional levels. This will provide 70 of SCAG's member jurisdictions access to real estate software that features data on property details, parcel maps, and real estate transactions history to be used to enhance various	\$63,139



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

<b><u>Consultant/Contract #</u></b>	<b><u>Contract's Purpose</u></b>	<b><u>Contract Amount</u></b>
12. Partners for Better Health (19-042-C01)	planning analyses.  The purpose of this project is to implement a Randall Lewis Public Health and Data Science Policy Fellowship ("Fellowship") in the Southern California region. Specifically, the consultant will place students from local universities seeking their master degrees in public health and data science positions with SCAG or local (city or county) agencies to facilitate collaboration and better understanding of various public health issues and support the implementation of technology/data analytics projects related to the implementation of SCAG's 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS – currently referred to as Connect SoCal).	\$60,500
13. Cal Poly Pomona Foundation, Inc. (18-039-C01)	The consultant shall help SCAG with analysis of pedestrian versus vehicle collisions at roadway mid-blocks and intersections, to help prevent or reduce number of accidents in the SCAG region. The consultant shall analyze the impacts of different built environments on pedestrian collisions at the two previously mentioned locations to understand comprehensive portrayal of pedestrian collision and its relationship with the built environment.	\$48,233

**SCAG executed the Amendment more than \$5,000 but less than \$75,000**

<b><u>Consultant/Contract #</u></b>	<b><u>Amendment's Purpose</u></b>	<b><u>Amendment Amount</u></b>
Cambridge Systematics, Inc. (18-016-C01)	This amendment enables the consultant to perform additional surveys of users of short-term shared office as well as telecommuters to enhance the study's findings.	\$23,027

**ATTACHMENT(S):**

- 
1. Contract Summary 19-015-C01
  2. Contract Summary 19-031-C01
  3. Contract Summary 19-032-C01
  4. Contract Summary 18-027-C01
  5. Contract Summary 19-018-C01& 2
  6. Contract Summary 18-001-B14A
  7. Contract Summary 18-035-C01
  8. Contract Summary 19-041-C01
  9. Contract Summary 19-035-C01
  10. Contract Summary 19-057-C01
  11. Contract Summary 18-021-C01
  12. Contract Summary 19-042-C01
  13. Contract Summary 18-039-C01
  14. Contract Summary 18-016-C01 Amendment 1

## CONSULTANT CONTRACT 19-015-C01

<b>Recommended Consultant:</b>	Kounkuey Design Initiative (KDI)
<b>Background &amp; Scope of Work:</b>	The Southern California Association of Governments (SCAG) <i>Go Human</i> campaign is a three-pronged outreach strategy to increase walking and biking in the SCAG region. The consultant shall design, fabricate, maintain, store, transport, implement and oversee the installation of temporary demonstration elements. Consistent with the requirements of the State of California – Office of Traffic Safety grant program that funds this project, the consultant shall design these demonstration elements to showcase innovative street design treatments that enhance safety and maximize walking and biking trips in a community and include signage elements that support robust community outreach and education on the design treatments. The consultant and SCAG will work together to deploy the temporary demonstrations at four (4) sites across the SCAG region by September 30, 2019.
<b>Project’s Benefits &amp; Key Deliverables:</b>	<p>The project’s benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none"><li>• Producing a Kit of Parts that showcases innovative street design treatments that enhance safety, maximize walking and biking trips, and support inclusive and accessible streets for SCAG member cities across the region; and</li><li>• Developing strategies to facilitate SCAG’s goal to expedite and streamline the planning process for <i>Go Human</i> events in an effort to support the implementation of SCAG’s Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS).</li></ul>
<b>Strategic Plan:</b>	This item supports SCAG’s Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.
<b>Contract Amount:</b>	<b>Total not to exceed</b> <span style="float: right;"><b>\$199,988</b></span>
<b>Contract Period:</b>	April 25, 2019 through September 30, 2019
<b>Project Number(s):</b>	225-3564J4.13     \$199,987.68
	Funding source: State of California – Office of Traffic Safety Grant No. PS19022
<b>Request for Proposal (RFP):</b>	Not Applicable.
<b>Selection Process:</b>	SCAG identified KDI as a Consultant uniquely positioned and experienced to execute both the fabrication of these safety treatments. KDI, through their previous successful consulting efforts on the <i>Go Human</i> Campaign, have demonstrated their niche expertise in designing and fabricating elements for safety treatments. KDI has specific expertise integral to ensuring capability. They have numerous years of experience with developing Kit of Parts as demonstrated by previous work with SCAG’s <i>Go Human</i> Campaign, as well as their recent development and fabrication of their Box of Play, which closely mirrors the assembly and goals of the Kit of Parts.

Attachment: Contract Summary 19-015-C01 (Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 -

**Basis for Selection:**

Given KDI's unique niche expertise, pursuant to State of California Contracts Manual, Sections 3.15 and 3.17 regarding Subvention and Local Assistance Contracts, staff awarded a non-profit sole source contract to KDI. Further, previously designed modular components of the Kit of Parts are proprietary to KDI and they have not licensed any other vendors to resell these components. If SCAG does not procure these components through KDI, SCAG would take on a significant risk by working with another consultant, with little to no experience in this niche area, to produce these modular components.

## CONSULTANT CONTRACT 19-031-C01

<b>Recommended Consultant:</b>	KOA Corporation	
<b>Background &amp; Scope of Work:</b>	The consultant shall work with SCAG and the City of South El Monte to implement a Go Human demonstration project in the City of South El Monte. The project will demonstrate planned active transportation improvements to collect community feedback on potential improvements. The demonstration will be held in conjunction with an open streets event hosted by the Los Angeles County Metropolitan Transportation Authority to reach an engaged audience of community members. This project helps to support regional transportation planning through demonstrating active transportation infrastructure and collecting community feedback in an underserved community in the San Gabriel Valley.	
<b>Project's Benefits &amp; Key Deliverables:</b>	<p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• Planning and implement a Go Human demonstration project in the City of South El Monte;</li> <li>• Conducting community outreach and delivering a Marketing and Outreach Plan to support the project; and</li> <li>• Collecting and analyzing public feedback on the demonstration elements, as well as producing a Final Report documenting public feedback.</li> </ul>	
<b>Strategic Plan:</b>	This item supports SCAG's Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.	
<b>Contract Amount:</b>	<b>Total not to exceed</b>	<b>\$197,438</b>
	KOA Corporation (prime consultant)	\$144,677
	Leslie Scott Consulting (sub-consultant)	\$25,922
	Walk 'n Rollers (sub-consultant)	\$16,255
	Safe Routes to School National Partnership (sub-consultant)	\$10,584
	Note: KOA Corporation originally proposed \$207,650, but staff negotiated the price down to \$197,438 without reducing the scope of work.	
<b>Contract Period:</b>	Notice to Proceed through December 31, 2019	
<b>Project Number(s):</b>	225-3564J2.11 \$197,438	
	Funding source: California Transportation Commission Active Transportation Program, under Agreement Number ATPLNI-6049(018).	
<b>Request for Proposal (RFP):</b>	SCAG staff notified 1,820 firms of the release of RFP 19-031 via SCAG's Solicitation Management System website. A total of 30 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:	
	<b>KOA Corporation(3 Subconsultants)</b>	<b>\$207,650</b>

Attachment: Contract Summary 19-031-C01 (Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 -

Alta Planning +Design2 Subconsultant	\$79,402
Studio One Eleven (3 subconsultants)	\$199,359
ZELDESIGN (1 subconsultant)	\$414,094

**Selection Process:**

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

The PRC consisted of the following individuals:

Hannah Brunelle, SCAG, Assistant Regional Planner

Katie Ward, San Gabriel Valley Council of Governments, Senior Management Analyst

Rachel Barbosa, City of South El Monte, Assistant City Manager

**Basis for Selection:**

The PRC recommended Consultant's Name for the contract award because the consultant:

- Demonstrated the best understanding and intent of the project, especially the team's experience implementing similar projects in underserved and environmental justice communities;
- Demonstrated specific experience implementing Go Human projects within the SCAG region and proposed best practices to engage the community based on their knowledge of different engagement techniques in the past and lessons learned with similar projects in the region;
- Provided the best technical approach including engagement strategies such as bike skills workshops with local schools, safe routes to school trainings, and other pre-event workshops and training to enhance community outreach; and
- Provided a good overall value for the number of labor hours proposed and the value-added tasks they proposed.

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

- Represent the specific needs of the community, such as having bi-lingual staff available;
- Demonstrate as much experience implementing similar projects within communities of similar size;
- Include sufficient attention to detail in their proposal as to how they would accomplish all the Tasks; and
- Include the value-added Tasks proposed by KOA, including additional community workshops, safe routes to school trainings, and community outreach that is needed in this particular community, while still staying within budget.



## CONSULTANT CONTRACT 19-032-C01

**Recommended Consultant:**

KOA Corporation

**Background & Scope of Work:**

The consultant shall complete the City of Montclair’s Active Transportation Plan. The City of Montclair Active Transportation Plan (MATP) will align with the San Bernardino County Transportation Authority (SBCTA) Active Transportation Plan. The MATP will also incorporate elements of the City’s Safe Routes to School (SRTS) Plan and the Systemic Safety Analysis Report (SSART) both being developed under separate contracts.

The goal of the MATP is to improve mobility for people walking and biking by providing a comprehensive plan for active transportation that includes bicycle elements, pedestrian elements, SRTS elements, connections to transit and major destinations in the area. Improving conditions for walking and bicycling within the City of Montclair would provide residents with greater access to jobs, goods, and services without the use of an automobile. Increasing the percentage of trips made by bicycling and walking will reduce overall vehicle miles traveled (VMT) and greenhouse gas (GHG) emissions in the SCAG Region.

The consultant will be responsible for identifying existing conditions, data collection, stakeholder engagement, proposed bicycle and pedestrian improvement Identification, funding and implementation strategy development, and plan development.

**Project’s Benefits & Key Deliverables:**

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

- Identifying, through data gathering, and addressing mobility deficiencies in the multimodal transportation system through the MATP;
- Encouraging stakeholder and community collaboration in the planning stages of the MATP;
- Involving active public engagement through community engagement meetings and activities; and
- Supporting the implementation of SCAG’s 2016 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS).

**Strategic Plan:**

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

**Contract Amount:**

<b>Total not to exceed</b>	<b>\$184,987</b>
KOA Corporation (prime consultant)	\$170,491
Leslie Scott Consulting (subconsultant)	\$14,496

Note: KOA Corporation originally proposed \$199,847, but staff negotiated the price down to \$184,987 without reducing the scope of work.

**Contract Period:**

February 25, 2019 through July 31, 2019

**Project Number(s):** 225-4837X3.01 \$184,987  
Funding source(s): Fiscal Year 2018-19 ATP Local Planning Initiatives.

Funding of \$67,500 is available in the FY 2018-19 budget, and the remaining \$117,487 is available in the FY 2019-20 budget in Project Number 225-4837X3.01, subject to budget availability.

**Request for Proposal (RFP):** SCAG staff notified 3,392 firms of the release of RFP 19-032-C1 via SCAG's Solicitation Management System website. A total of 56 firms downloaded the RFP. SCAG received the following six (6) proposals in response to the solicitation:

<b>KOA Corporation (1 subconsultant)</b>	\$199,847
KTUA (2 subconsultants)	\$199,412
Fehr & Peers (1 subconsultant)	\$199,830
Steer Davies & Gleave Inc. (2 subconsultants)	\$199,975
IBI Group (2 subconsultants)	\$199,991
Chen Ryan Associates, Inc. (2 subconsultants)	\$209,430

**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 did not conduct interviews because the proposals contained sufficient information on which to base a contract award.

The PRC consisted of the following individuals:

Julia Lippe Klein, Associate Regional Planner, SCAG  
Alyssa Colunga, Administrative Analyst, Human Services Dept., City of Montclair  
Kwasi Agyakwa, Caltrans District 8

**Basis for Selection:** The PRC recommended KOA Corporation for the contract award because the consultant:

- Demonstrated the best understanding of the project and strong familiarity with the City of Montclair;
- Provided the best technical, comprehensive and creative approach, including a robust strategy for soliciting public input; and
- Provided the best overall value for the level of effort proposed.

## CONSULTANT CONTRACT 18-027-C01

**Recommended Consultant:** Urban Design 4 Health, Inc.

**Background & Scope of Work:** The California Public Health Assessment Model (C-PHAM) was developed as a module of the Urban Footprint-based SCAG Scenario Planning Model (SPM). SCAG used C-PHAM for the first time to calculate the reductions in chronic diseases that would result from the implementation of the land use and transportation changes included in the 2016 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS).

The Consultant shall update and refine the existing C-PHAM (v1) by revisiting calculations using the most current data available for the built environment and health outcome that can position SCAG to analyze health impacts within the context of the 2020 Connect SoCal (formerly called RTP/SCS). The scope of work also includes developing a standardized method for addressing demographic influences.

**Project's Benefits & Key Deliverables:** The project's benefits and key deliverables include, but are not limited to, providing SCAG with the ability to integrate health into its transportation and land use planning efforts by updating the C-PHAM and to employ it in the development and analysis of Connect SoCal development. The primary deliverables include:

- An enhanced C-PHAM (v 2) using the most current data available calibrated to SCAG region;
- A refined demographic control method in comparing future scenarios; and
- Assistance with the interpretation and communication of model outputs.

**Strategic Plan:** This item supports SCAG's Strategic Plan Goal 3: Be the foremost data information hub for the region; Objective A: Develop and maintain models, tools, and data sets that support innovative plan development, policy analysis and project implementation.

**Contract Amount:**

<b>Total not to exceed</b>		<b>\$149,995</b>
	Urban Design 4 Health (prime consultant)	\$117,031
	Toole Design Group (subconsultant)	\$32,964

Note: Urban Design 4 Health originally proposed \$329,849.85, but staff negotiated the price down to \$149,995 without reducing the scope of work (the consultant proposed additional tasks that were above and beyond what was necessary to complete the scope of work).

**Contract Period:** March 20, 2019 through January 31, 2020

**Project Number(s):**

070-2665B.01	\$132,791	
070-2665E.01	\$17,204	

Funding source(s): Consolidated Planning Grant (CPG) – Federal Transit Administration (FTA) and Transportation Development Act (TDA).

Funding of \$100,000 is available in the FY 2018-19 budget, and the remaining \$49,994.93 is expected to be available in the FY 2019-20 budget in Project Numbers 070-2665B.01 and 070-2665E.01, subject to budget availability.

**Request for Proposal (RFP):**

SCAG staff notified 1713 firms of the release of RFP 18-027A-C01 via SCAG's Solicitation Management System website. A total of 22 firms downloaded the RFP. SCAG received the following one (1) proposal in response to the solicitation:

**Urban Design 4 Health (1 subconsultants) \$329,849.85**

After receiving only one proposal, staff surveyed the 22 firms that downloaded the RFP to determine why each did not submit a proposal. Four (4) firms responded to staff's inquiry, which disclosed the main reasons these firms did not respond was that they did not provide the goods or services required in the RFP and their schedule did not allow the time to perform the RFP Scope of Work since they had other projects in progress. Note staff advertised the RFP four (4) weeks as required by SCAG's Procurement Manual (Section 6.6.3). Staff subsequently requested and received Caltrans approval to move forward with reviewing the single offer received.

**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 did not conduct interviews because the proposals contained sufficient information on which to base a contract award.

The PRC consisted of the following individuals:

JungA Uhm, Senior Regional Planner, SCAG  
Rye Baerg, Senior Regional Planner, SCAG  
Yang Wang, Transportation Modeler II, SCAG

**Basis for Selection:**

The PRC recommended Urban Design 4 Health for the contract award because the consultant:

- Demonstrated their extensive experience and knowledge with the data and method needed to successfully update the current C-PHAM Model (Model);
- Demonstrated a track record in estimating and predicting health and environmental impacts for transportation and land use plans for similar projects. For example, they worked on the implementation of the current Model in the analysis of SCAG's 2016 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and worked with the San Joaquin Council of Governments (SJCOG) to evaluate the health impacts of their 2018 RTP/SCS;
- Provided a strong technical approach for updating and validating datasets and statistical models as well as calibrating (adjusting) the models for the SCAG region;
- Provided solutions to lessen potential challenges in achieving the project's goals. For example, the selected consultant proposed a method that aligns the existing versions of the California Household Travel Survey data (last updated in 2010-2012) to the current data survey conditions. This alignment to the current data survey conditions will provide SCAG a better final product; and

- Will provide the updates needed to the Model for SCAG to be able to use the Model to analyze the performance of scenarios and plans needed for the 2020 Connect SoCal.

## CONSULTANT CONTRACT 19-018-C01 and C02

**Recommended Consultant:**

WSP International 19-018-C01  
Fehr & Peers 19-018-C02

**Background & Scope of Work:**

As the Metropolitan Planning Organization (MPO) for the region, SCAG is responsible for the development and maintenance of a Travel Demand Model (Model) for the Southern California region. SCAG uses the Model to analyze and estimate the impact that transportation policies have on the region’s transportation systems. Such modeling efforts, as part of SCAG’s long-range planning, are mandated under federal law and the state’s regional planning guidelines. The purpose of this project is to support SCAG staff by enhancing model operation performance and analytical functionality of SCAG’s Activity Based Travel Demand Mode to 2020 Connect SoCal.

Selected consultants will perform following two (2) tasks:

- Task 1 (contract 19-018-C01): Enhancement of model components and sensitivity; and
- Task 2 (contract 19-018-C02): Development of Activity-based Model Operation tools.

**Project’s Benefits & Key Deliverables:**

- The project’s benefits and key deliverables include, but are not limited to:
- Providing a comprehensive travel demand model that is capable of analyzing various transportation improvements and policies in support of the 2020 Connect SoCal and other major plans and projects;
  - Providing transportation model software that can streamline model operations and minimize model running time;
  - Providing SCAG staff technical assistance, as well as providing programming support on model output analysis; and
  - Delivering model software and model documentation.

**Strategic Plan:**

This item supports SCAG’s Strategic Plan Goal 3: Be the foremost data information hub for the region; Objective: a) Develop and maintain models, tools, and data sets that support innovative plan development, policy analysis and project implementation.

**Contract Amount**

<b>Task 1 (19-018-C01) Total not to exceed</b>	<b>\$149,367</b>
WSP USA, Inc. (prime consultant)	\$134,582
Information Design Consultants, Inc.(subconsultant)	\$14784

Note: WSP USA, Inc. originally proposed \$154,596, but staff negotiated the price down to \$149,367 without reducing the scope of work.

<b>Task 2 (19-018-C02) Total not to exceed</b>	<b>\$49,581</b>
Fehr & Peers (prime consultant)	\$43,710
WSP USA, Inc.(subconsultant)	\$2,662
AFSHA Consulting ,Inc. (subconsultant)	\$3,209

Note: Fehr & Peers originally proposed \$79,975, but staff negotiated the price down to \$49,581 without reducing the scope of work (the consultant proposed

additional tasks that were above and beyond what was necessary to complete the scope of work).

**Contract Period:** 19-018-C01 March 19, 2019 through March 31, 2020  
19-018-C02 April 1, 2019 through March 31, 2020

**Project Number(s):** **Task 1 (19-018-C01)**  
070-130B.10 \$83,878  
070-130E.10 \$10,867

Funding source(s): Consolidated Planning Grant (CPG) – Federal Transit Administration (FTA) and Transportation Development Act (TDA).

Funding of \$94,745 is available in the FY 2018-2019 budget, and the remaining \$54,622 is expected to be available in the FY 2019-2020 budget in Project Number 070.0310.10, subject to budget availability.

**Task 2 (19-018-C02)**  
070-130B.10 \$27,842  
070-130E.10 \$3,607

Funding source(s): Consolidated Planning Grant (CPG) – Federal Transit Administration (FTA) and Transportation Development Act (TDA).

Funding of \$31,449 is available in the FY 2018-2019 budget, and the remaining \$18,132 is available in the FY 2019-2020 budget in Project Number 070.0130.10, subject to budget availability.

**Request for Proposal (RFP):** SCAG staff notified 2,560 firms of the release of RFP 19-018 via SCAG’s Solicitation Management System website. As previously stated, this RFP was composed of two main Tasks (Task 1: Enhancement of model components and sensitivity; and Task 2: Development of Activity-based Model Operation tools), and proposer were allowed to propose on either or both Tasks. A total of 37 firms downloaded the RFP. SCAG received the following three (3) proposals in response to Task 1, and four (4) proposals in response to Task 2 in the solicitation:

<b>Task 1 (19-018-C01)</b>	
<b>WSP USA, Inc. (1 subconsultants)</b>	<b>\$154,596</b>
Cambridge Systematics, Inc. (1 subconsultant)	\$253,305
Calipers (1 subconsultant)	\$407,600
<b>Task 2 (19-018-C02)</b>	
<b>Fehr &amp; Peers(2 subconsultants)</b>	<b>\$79,975</b>
Cambridge Systematics, Inc. (1 subconsultant)	\$147,884
Calipers (1 subconsultant)	\$149,050
RSG(2 subconsultant)	\$149,994

**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 did not conduct interviews because the proposals contained sufficient information on which to base a contract award.

The PRC consisted of the following individuals:

Hsi-Hwa Hu(Project Manager), Program Manager, SCAG  
Hao Cheng, Transportation Modeler IV, SCAG  
Bayarmaa Aleksandr, Transportation Modeler, SCAG  
Chao Wei, Sr. Transportation Engineer, Caltrans District 7

**Basis for Selection:**

**Task 1 (19-018-C01):**

The PRC recommended WSP USA, Inc. for the Task 1 contract award because the consultant:

- Demonstrated the best knowledge and experience on activity-based travel demand model development for large regions comparable to SCAG;
- Demonstrated the best knowledge and experience on activity-based travel demand model development for large regions comparable to SCAG;
- Demonstrated the best technical approach, for example, the method for model enhancement and software development;
- Provided the best overall value for the level of effort proposed; and
- Proposed the lowest price

**Task 2 (19-018-C02):**

The PRC recommended Fehr & Peers the Task 2 contract award because the consultant:

- Demonstrated excellence in the understanding of the project, specifically, the approach for developing the model operation tool and model output summary;
- Demonstrated the best knowledge and experience on model output analysis for activity-based travel demand model;
- Provided the best overall value for the level of effort proposed; and
- Proposed the lowest price.



**CONSULTANT CONTRACT 18-001-B14A**

**Recommended Consultant:**

Rincon Consultants, Inc.

**Background & Scope of Work:**

The consultant shall provide services for a Sustainability Planning Grant for the City of South Pasadena (City). Specifically, the consultant shall prepare a Climate Action Plan (CAP) that will specifically identify greenhouse gas (GHG) emission sources and develop a prioritized set of reduction measures/program to track progress. They will analyze transportation and land use and make recommendations to encourage sustainability by establishing the City as a High Quality Transit Area (HQTA) for residents who live in compact communities to have access to safe, convenient transportation alternatives, which helps to reduce Vehicle Miles Traveled (VMT).

**Project's Benefits & Key Deliverables:**

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

- A Climate Action Plan to align with the City's General Plan/Land Use Element;
- Forecast and reduction targets for the City's GHG Emissions for the years 2020, and 2050; and
- Memorandum on City's climate change impacts and vulnerabilities.

**Strategic Plan:**

This item supports SCAG's Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians; Create plans that enhance the region's strength, economy, resilience and adaptability by reducing greenhouse gas emissions and air pollution.

**Contract Amount:**

<b>Total not to exceed</b>	<b>\$99,915</b>
Rincon Consultants, Inc. (prime consultant)	\$72,894
Iteris, Inc. (subconsultant)	\$12,670
BAE Urban Economics (subconsultant)	\$14,351

Note: Rincon Consultants, Inc. originally proposed \$99,982, but staff negotiated the price down to \$99,915 without reducing the scope of work.

**Contract Period:**

March 25, 2019 through March 31, 2020

**Project Number(s):**

150-4590E.01 \$99,915

Funding sources: Transportation Development Act (TDA)

Funding of \$23,000 is available in the FY 2018-19 budget, and the remaining \$76,915 is available in the FY 2019-20 budget in Project Number 150-4590E.01, subject to budget availability.

**Request for Proposal (RFP):**

SCAG staff notified 2,863 firms of the release of RFP 18-001-B14A via SCAG’s Solicitation Management System website. A total of 57 firms downloaded the RFP. SCAG received the following five (5) proposals in response to the solicitation:

<b>Rincon Consultants, Inc. (2 subconsultants)</b>	<b>\$99,982</b>
Climate Resolve (3 subconsultants)	\$103,494
EcoMotion (1 subconsultant)	\$112,155
Sustainable Solutions Group (2 subconsultants)	\$172,650
BuroHappold (1 subconsultant)	\$190,355

**Selection Process:**

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

The PRC consisted of the following individuals:

- India Brookover, Assistant Regional Planner, SCAG
- Darby Whipple, Senior Planner, City of South Pasadena
- Margaret Lin, Principal Management Analyst, City of South Pasadena
- Richard Tom, Planning Commissioner, City of South Pasadena
- Rawan AL Jamal, Associate Transportation Planner, Caltrans District 7

**Basis for Selection:**

The PRC recommended Rincon Consultants Inc. for the contract award because the consultant:

- Demonstrated the best understanding of the project, specifically, regarding Data Tracking and Vehicle Mile Traveled (VMT) analysis;
- Provided the best technical approach, specifically, their funding strategy and their anticipation of potential challenges and solutions;
- Demonstrated extensive experience with prior successfully implemented Climate Action Plans with the City of La Canada, City of Pasadena and the City of Sacramento;
- Provided innovative modeling tools, such as, the CAPDash Inventory, a modeling tool to analyze and streamline data in half the time; and
- Proposed the lowest price.

## CONSULTANT CONTRACT 18-035-C01

**Recommended Consultant:** AMMA Transit Planning

**Background & Scope of Work:** Consistent with the requirements of the Caltrans Planning Grant and the Gold Coast Transit District (GCTD) Local Transportation (primarily funded by the Sustainable Communities grant program) that funds this project, the consultant shall produce a First-Mile Last-Mile Connectivity Study for Naval Base Ventura County (NBVC) to make it easier for military service personnel and workers (civilian employees) to access transit in and around the Port Hueneme and Point Mugu military installation.

The consultant shall also develop and implement public outreach, research and analysis of similar programs at other military installations, identifying the needs and travel patterns of NBVC military service personnel and civilian employees while identifying potential funding sources and producing a report summarizing all findings and recommended improvement options.

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

- Improving mobility for NBVC;
- Identifying shortcomings in public transport to and from NBVC;
- Developing responsible ways to improve travel options for the communities in Western Ventura County; and
- Supporting reduction in Vehicle Miles Traveled (VMT) and vehicular congestion and promote active transportation, helping to reduce Green House Gas (GHGs), consistent with Senate Bill 32 (SB 32).

**Strategic Plan:** This item supports SCAG's Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians: Objective 1 Create plans that enhance the region's strength, economy, resilience and adaptability by reducing greenhouse gas emissions and air pollution.

<b>Contract Amount:</b>	<b>Total not to exceed</b>	<b>\$86,136</b>
	AMMA Transit Planning (prime consultant)	\$62,666
	DemandTrans (subconsultant)	\$7,840
	Transit Marketing (subconsultant)	\$6,320
	ALTA Planning + Design (subconsultant)	\$7,198
	GIS Workshop (subconsultant)	\$2,112

Note: AMMA Transit Planning originally proposed \$87,999, but staff negotiated the price down to \$86,136 without reducing the scope of work.

**Contract Period:** February 13, 2019 through June 30, 2020

**Project Number(s):**

145-4616C.01	\$76,256	
145-4816QO.01	\$9,880	

Funding source(s): Federal Transit Administration (FTA), Gold Coast First-Mile Last Mile Naval Base.

Attachment: Contract Summary 18-035-C01 (Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 -

Funding of \$40,000 is available in the FY 2018-19 budget, and the remaining \$46,136 is available in the FY 2019-20 budget in Project Number 145-4616C.01, subject to budget availability.

**Request for Proposal (RFP):**

SCAG staff notified 2,131 firms of the release of RFP 18-035-C01 via SCAG's Solicitation Management System website. A total of 40 firms downloaded the RFP. SCAG received the following three (3) proposals in response to the solicitation:

<b>AMMA Transit Planning (4 subconsultants)</b>	<b>\$87,999</b>
IBI Group (1 subconsultant)	\$88,060
Urban Trans North America (1 subconsultant)	\$90,994

**Selection Process:**

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

The PRC consisted of the following individuals:  
Stephen Fox, Senior Regional Planner, SCAG  
Matt Miller, Planning Manager, Gold Coast Transit District  
Beatris Megerdichian, Transit Planner, Gold Coast Transit  
Austin Novstrup, Transit Planner, Gold Coast Transit District  
Jad Andari, Associate Transportation Planner, Caltrans District 7

**Basis for Selection:**

The PRC recommended AMMA Transit Planning for the contract award because the consultant:

- Demonstrated the best experience for the project, specifically their experience in Ventura County, their implementation of other First/Last Mile studies and similar projects at other military installations and bases;
- Proposed the most robust and creative approach to stakeholder outreach and surveying, a critical part of the study effort; and
- Proposed the lowest price.

## CONSULTANT CONTRACT 19-041-C01

<b>Recommended Consultant:</b>	Active San Gabriel Valley, a project of Community Partners (Active SGV)
<b>Background &amp; Scope of Work:</b>	SCAG and the City of South El Monte will partner with the San Gabriel Valley COG (SGVCOG) and the City of El Monte to implement and host a multi-jurisdiction open streets event (Ciclovía). Activity hubs will be coordinated along the route, which has been designed to facilitate event access to the El Monte Transit Center, Metrolink Station, and Rio Hondo River path. To further enhance the participant experience, the Ciclovía will invite community-based organizations to help activate the event route further. Additionally, <i>Go Human</i> enhanced pedestrian and bicycle demonstration infrastructure will seamlessly connect South El Monte participants to the Ciclovía route.
<b>Project's Benefits &amp; Key Deliverables:</b>	<p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none"><li>• Supporting the coordination between the <i>Go Human</i> demonstration project in the City of South El Monte and the Los Angeles Metro open streets event;</li><li>• Delivering working group facilitation to coordinate planning and implementation of the <i>Go Human</i> event; and</li><li>• Delivering and implement a community engagement plan and facilitate community input meetings.</li></ul>
<b>Strategic Plan:</b>	This item supports SCAG's Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.
<b>Contract Amount:</b>	<b>Total not to exceed</b> <span style="float: right;"><b>\$71,524</b></span>
<b>Contract Period:</b>	March 22, 2019 through December 31, 2019
<b>Project Number(s):</b>	225-3564U2.10      \$71,524
	Funding source: Mobile Source Air Pollution (MSRC)
<b>Request for Proposal (RFP):</b>	Staff awarded a non-profit sole source contract to them pursuant to State of California Contracts Manual, Sections 3.15 and 3.17 regarding Subvention and Local Assistance Contracts.
<b>Selection Process:</b>	Active SGV is a unique nonprofit in the San Gabriel Valley. The nonprofit has been an established presence in the San Gabriel Valley communities for years, and has been working with the public and city leaders for over a decade. This Agreement with Active San Gabriel Valley provides assistance to local governments and aid to the public by planning and implementing an open streets event and community bike rides in the City of South El Monte to help improve rates of active transportation and public health outcomes in the local community. The level of engagement Active SGV has established in the community is unprecedented, and SCAG and the City of South El Monte are situated to benefit from their work in the San Gabriel Valley through a nonprofit partnership agreement.

**Basis for Selection:**

As previously stated, given Active San Gabriel Valley's unique niche expertise, staff awarded a non-profit sole source contract to them pursuant to State of California Contracts Manual, Sections 3.15 and 3.17 regarding Subvention and Local Assistance Contracts.

**CONSULTANT CONTRACT 19-035-C01**

<b>Recommended Consultant:</b>	Sync Meeting Management								
<b>Background &amp; Scope of Work:</b>	The consultant shall provide event coordinator services, to facilitate logistical and stage management support to ensure that the SCAG’s annual Regional Conference and General Assembly (GA) runs smoothly and achieves its goals. The consultant shall provide assistance only with program execution and not development of the panels and different programming areas.								
<b>Project’s Benefits &amp; Key Deliverables:</b>	<p>The project’s benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none"><li>• Logistical and stage management support to ensure that SCAG’s annual GA runs smoothly and achieves its goals; and</li><li>• Pre-event support, assisting in the coordination of event programs and planning of site logistics during the event; and</li><li>• Event support logistics and stage management to ensure a smooth event from start to finish; and</li><li>• Post-event reporting, evaluating conference and offering recommendations for improvement.</li></ul>								
<b>Strategic Plan:</b>	This item supports SCAG’s Strategic Plan Goal 2: Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy and Goal 6: Deploy strategic communications to further agency priorities and foster public understanding of long-range regional planning.								
<b>Contract Amount:</b>	<table border="0" style="width: 100%;"><tr><td style="width: 60%;"><b>Total not to exceed</b></td><td style="text-align: right;"><b>\$65,700</b></td></tr><tr><td colspan="2">Sync Meeting Management (prime consultant)</td></tr></table>	<b>Total not to exceed</b>	<b>\$65,700</b>	Sync Meeting Management (prime consultant)					
<b>Total not to exceed</b>	<b>\$65,700</b>								
Sync Meeting Management (prime consultant)									
<b>Contract Period:</b>	April 9, 2019 through June 30, 2021								
<b>Project Number(s):</b>	800-0160.06 \$65,700 Funding source(s): General Fund  Funding of \$21,900 is available in the FY 2018-19 budget, and the remaining \$43,800 is expected to be available through FY 2019-20 and FT2020-2021 budgets in Project Number 800-0160.06.								
<b>Request for Proposal (RFP):</b>	<p>SCAG staff notified 1,756 firms of the release of RFP 19-035-C01 via SCAG’s Solicitation Management System. A total of 26 firms downloaded the RFP. SCAG received the following four (4) proposals in response to the solicitation:</p> <table border="0" style="width: 100%;"><tr><td style="width: 60%;"><b>Sync Meeting Management (No subconsultant)</b></td><td style="text-align: right;"><b>\$65,700</b></td></tr><tr><td>Orchestr8 (no subconsultants)</td><td style="text-align: right;">\$59,175</td></tr><tr><td>The Sierra Group (2 subconsultants)</td><td style="text-align: right;">\$105,473</td></tr><tr><td>Szenbridge Associates (no subconsultants)</td><td style="text-align: right;">\$414,447</td></tr></table>	<b>Sync Meeting Management (No subconsultant)</b>	<b>\$65,700</b>	Orchestr8 (no subconsultants)	\$59,175	The Sierra Group (2 subconsultants)	\$105,473	Szenbridge Associates (no subconsultants)	\$414,447
<b>Sync Meeting Management (No subconsultant)</b>	<b>\$65,700</b>								
Orchestr8 (no subconsultants)	\$59,175								
The Sierra Group (2 subconsultants)	\$105,473								
Szenbridge Associates (no subconsultants)	\$414,447								

Attachment: Contract Summary 19-035-C01 (Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 -

**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 interviewed the two (2) highest ranked offerors.

The PRC consisted of the following individuals:

Jeff Liu, Manager of Media and Public Affairs, SCAG  
Margaret de Larios, Public Affairs Specialist, SCAG  
Linda Jones, Members Relations Officer II, SCAG

**Basis for Selection:** The PRC recommended Sync Meeting Management for the contract award because the consultant:

Offered the lowest most realistic price to perform the scope of work while also demonstrating a high level of experience with event management. One other firm proposed a lower price but did not demonstrate the familiarity and breadth of experience as Sync Meeting Management.



## CONSULTANT CONTRACT 19-057-C01

<b>Recommended Consultant:</b>	Local Government Commission
<b>Background &amp; Scope of Work:</b>	Local governments have been and will continue to take a leading role in California’s response to climate change. However, budget constraints, the loss of key tools and funding sources, and limited technical familiarity with emerging tools and practices, pose significant challenges to local communities – large and small – as they seek to implement these efforts quickly and effectively. To help local governments overcome these obstacles, the consultant (LGC), in partnership with the Governor’s Office of Planning and Research, implements the CivicSpark Program to place students (Fellows) in SCAG member cities, and the Fellows will provide capacity-building support to the cities through various research, planning and project implementation activities.
<b>Project’s Benefits &amp; Key Deliverables:</b>	The project’s benefits and key deliverables include, but are not limited to: <ul style="list-style-type: none"><li>• providing capacity-building support to the cities through various research, planning and project implementation activities.</li></ul>
<b>Strategic Plan:</b>	This item supports SCAG’s Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.
<b>Contract Amount:</b>	<b>Total not to exceed</b> <span style="float: right;"><b>\$75,000</b></span>
<b>Contract Period:</b>	September 4, 2018 through August 31, 2019
<b>Project Number(s):</b>	065-0137E.10 (PO-006773)    \$75,000  Funding source: Transportation Development Act (TDA)
<b>Request for Proposal (RFP):</b>	Staff awarded a non-profit sole source contract to them pursuant to State of California Contracts Manual, Sections 3.15 and 3.17 regarding Subvention and Local Assistance Contracts.
<b>Selection Process:</b>	The LGC is the only agency that has the CivicSpark Americorps Program which is a partnership with the State of California Governor's Office of Planning & Research. LGC, through the CivicSpark Program, works with organizations to address climate change matters in their respective areas and provides capacity-building support to local governments through research, planning and project implementation activities. The Sustainability Database maintained by the CivicSpark Fellows tracks a number of key metrics for SCAGs RTP/SCS, such as active transportation plans and projects, complete streets plans and projects, in fill development, and clean fuel adoption by municipal fleets. This data helps SCAG meet the SB 375 target and helps member cities meet their VMT and GHG reduction goals. LGC provides funding to place a CivicSpark fellow in a public agency for 1,700 hours per year and pays 50% of the costs and the agency (SCAG) pays the remaining 50%. SCAG intends to fund 3 positions from September 2018 through August 2019.

**Basis for Selection:**

As previously stated, given Local Government Commission's unique niche expertise, staff awarded a non-profit sole source contract to them pursuant to State of California Contracts Manual, Sections 3.15 and 3.17 regarding Subvention and Local Assistance Contracts.

## CONSULTANT CONTRACT 18-021-C01

<b>Recommended Consultant:</b>	Digital Map Products, Inc. (DMP)				
<b>Background &amp; Scope of Work:</b>	The consultant shall provide spatial real estate transaction data to identify trends (the general tendency of a set of data to change) at the neighborhood, local jurisdiction, county, and regional levels. This will provide 70 of SCAG’s member jurisdictions access to real estate software that features data on property details, parcel maps, and real estate transactions history to be used to enhance various planning analyses.				
<b>Project’s Benefits &amp; Key Deliverables:</b>	The project’s benefits and key deliverables include, but are not limited to: <ul style="list-style-type: none"><li>• Providing parcel, ownership, and property transaction information: and</li><li>• Providing region wide property and land use information to analyze in various geographies, such as, region, subregion, cities, and neighborhood levels.</li></ul>				
<b>Strategic Plan:</b>	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.				
<b>Contract Amount:</b>	<b>Total not to exceed</b> <span style="float: right;"><b>\$63,139</b></span>  Digital Map Products, Inc. (prime consultant) Note: Digital Map Products originally proposed \$63,210, but staff negotiated the price down to \$63,139 without reducing the scope of work.				
<b>Contract Period:</b>	February 27, 2019 through February 28, 2020				
<b>Project Number(s):</b>	055-0704B.02 \$55,897 055-0704E.02 \$7,242  Funding source(s): Consolidated Planning Grant (CPG) – Federal Transit Administration (FTA) Transportation Development Act (TDA).  Funding of \$30,000 is available in the FY 2018-19 budget, and the remaining \$33,139 is available in the FY 2019-20 budget in Project Number 055-0704B.02, subject to budget availability.				
<b>Request for Proposal (RFP):</b>	SCAG staff notified 1,804 firms of the release of RFP 18-021 via SCAG’s Solicitation Management System website. A total of 17 firms downloaded the RFP. SCAG received the following two (2) proposals in response to the solicitation:  <table border="0" style="width: 100%;"><tr><td style="width: 80%;"><b>Digital Map Products, Inc. (no subconsultants)</b></td><td style="text-align: right;"><b>\$63,210</b></td></tr><tr><td>CoreLogic Solutions, LLC (no subconsultants)</td><td style="text-align: right;">\$76,011</td></tr></table>	<b>Digital Map Products, Inc. (no subconsultants)</b>	<b>\$63,210</b>	CoreLogic Solutions, LLC (no subconsultants)	\$76,011
<b>Digital Map Products, Inc. (no subconsultants)</b>	<b>\$63,210</b>				
CoreLogic Solutions, LLC (no subconsultants)	\$76,011				
<b>Selection Process:</b>	The Proposal Review Committee (PRC) evaluated each proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner				

consistent with all applicable federal and state contracting regulations. After evaluating the proposals, the PRC interviewed both offerors.

The PRC consisted of the following individuals:

Javier Aguilar, Senior Regional Planner, SCAG  
John Cho, Senior Regional Planner, SCAG  
Sungbin Cho, Transportation Modeler IV, SCAG

**Basis for Selection:**

The PRC recommended Digital Map Products, Inc., for the contract award because the consultant:

- Demonstrated the best understanding of the project, specifically, DMP is highly knowledgeable in parcel data services and proposed a clear understanding of the entire scope of work, which the other firm did not, by providing how government agencies have successfully used their data services and explaining solutions to meet all of SCAG's needs;
- Provided the best technical approach for the RFP tasks. Specifically, in Task 1 the Application Programming Interface (API) option proposed is flexible to address the development of SCAG's application;
- Proposed the lowest price.

## CONSULTANT CONTRACT 19-042-C01

<b>Recommended Consultant:</b>	Partners for Better Health
<b>Background &amp; Scope of Work:</b>	<p>The purpose of this project is to implement a Randall Lewis Public Health and Data Science Policy Fellowship (“Fellowship”) in the Southern California region. Specifically, the consultant will place students from local universities seeking their master degrees in public health and data science positions with SCAG or local (city or county) agencies to facilitate collaboration and better understanding of various public health issues and support the implementation of technology/data analytics projects related to the implementation of SCAG’s 2016-2040 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS – currently referred to as Connect SoCal). Each student, referred to as a “Randall Lewis Public Health or Data Science Fellow,” will complete a total of four hundred (400) working hours with SCAG or a local agency. Partners for Better Health conducts screenings and selection of all cities and applicants for the fellowship and is responsible for placing the fellows and monitoring their progress.</p>
<b>Project’s Benefits &amp; Key Deliverables:</b>	<p>The project’s benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none"><li>• Resources for local cities interested in conducting public health and healthy transportation policy changes;</li><li>• Resources for local cities for data science projects related to transportation and reducing VMT and GHG emissions; and</li><li>• Building a workforce of talented health policy and data science professionals to support the region meeting the goals of the RTP/SCS.</li></ul>
<b>Strategic Plan:</b>	<p>This item supports SCAG’s Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians and Goal 3: Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.</p>
<b>Contract Amount:</b>	<b>Total not to exceed</b> <span style="float: right;"><b>\$60,500</b></span>
<b>Contract Period:</b>	March 21, 2019 through June 30, 2019
<b>Project Number(s):</b>	280.4840U5.01      \$60,500
	<p>Funding sources: Fiscal Year 2018-19 Senate Bill 1 (SB 1) Formula, Federal Highway Administration, Metropolitan Planning (FHWA PL), and Transit Development Act (TDA).</p>
<b>Request for Proposal (RFP):</b>	<p>Staff awarded a non-profit sole source contract to them pursuant to State of California Contracts Manual, Sections 3.15 and 3.17 regarding Subvention and Local Assistance Contracts.</p>
<b>Selection Process:</b>	<p>SCAG originally entered into a partnership with Partners for Better Health to provide technical assistance resources around the issues of public health and transportation to support implementation of the 2016 RTP/SCS. Through the partnership SCAG has provided partial funding to fellows working on transportation</p>

and health issues with local cities to encourage policy change and health built environments. Partners for Better Health was originally selected due to their expertise in administering a health policy fellowship that aligned with SCAG's desired outcomes and goals. Since then they have provided excellent services in the selection of fellows and administration of the fellowship which has supported SCAG in expanding the understanding of how the build environment affects health across the region.

**Basis for Selection:**

As previously stated, given Partners for Better Health's unique niche expertise, staff awarded a non-profit sole source contract to them pursuant to State of California Contracts Manual, Sections 3.15 and 3.17 regarding Subvention and Local Assistance Contracts.

## CONSULTANT CONTRACT 18-039-C01

<b>Recommended Consultant:</b>	Cal Poly Pomona Foundation, Inc.
<b>Background &amp; Scope of Work:</b>	The consultant shall help SCAG with analysis of pedestrian versus vehicle collisions at roadway mid-blocks and intersections, to help prevent or reduce number of accidents in the SCAG region. The consultant shall analyze the impacts of different built environments on pedestrian collisions at the two previously mentioned locations to understand comprehensive portrayal of pedestrian collision and its relationship with the built environment. This project is intended to apply big/real-time data (i.e. parcel land use, traffic volumes, etc.) via a web-based application to assist traffic safety analyses at the local and regional planning level.
<b>Project's Benefits &amp; Key Deliverables:</b>	The project's benefits and key deliverables include, but are not limited to: <ul style="list-style-type: none"><li>• Collision data;</li><li>• Identification of accident hotspots; and</li><li>• Categorization of collision hotspots in different classes.</li></ul>
<b>Strategic Plan:</b>	This item supports SCAG's Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians.
<b>Contract Amount:</b>	<b>Total not to exceed</b> <span style="float: right;"><b>\$48,233</b></span>  Cal Poly Pomona Foundation, Inc. (prime consultant)  Note: Cal Poly Pomona Foundation, Inc. originally proposed \$51,177, but staff negotiated the price down to \$48,233 without reducing the scope of work.
<b>Contract Period:</b>	September 9, 2018 through January 31, 2018
<b>Project Number(s):</b>	150-1096B.02    \$42,701 150-4096E.02    \$5,532  Funding sources: Federal Transit Administration (FTA) and Transportation Development Act TDA).
<b>Request for Proposal (RFP):</b>	This procurement was conducted pursuant to Section 3.06 of the State of California Contracts Manual, Contract with Other Governmental Entities and Public Universities, which allows sole sourcing a contract to a Public University or Institute of Higher Learning. However, staff believed that six (6) local universities could possible complete the scope of work, and therefore notified these six (6) Universities of the release of RFP 18-039-C01 via e-mail. SCAG received the following single response to the solicitation:  <b>Cal Poly Pomona Foundation</b> <span style="float: right;"><b>\$48,233</b></span>
<b>Selection Process:</b>	The Proposal Review Committee (PRC) evaluated the proposal in accordance with the criteria set forth in the RFP, and determined the Consultant's proposal was responsive and demonstrated the ability to meets SCAG's needs for the project.

The PRC consisted of the following individuals:

Tom Vo, Associate Regional Planner, SCAG

John Cho, Sr. Regional Planner, SCAG

His-Hwa Hu, Transportation Modeler IV, SCAG

**Basis for Selection:**

The PRC recommended Cal Poly Pomona Foundation Inc. for the contract award pursuant to pursuant to Section 3.06 of the State of California Contracts Manual and because the consultant:

- Demonstrated an excellent understanding of the project;
- Provided an excellent technical approach; and
- Provided a good overall value for the level of effort proposed.



## CONTRACT 18-016-C01 AMENDMENT 1

**Consultant:** Cambridge Systematics, Inc.

**Background & Scope of Work:** On July 31, 2019, SCAG awarded Contract 18-016-C01 to Cambridge Systematics, Inc. to: perform comprehensive research on teleworking behavior in the SCAG region, including providing baseline estimates between now and 2045; to survey users of short-term shared office space regarding potential travel impacts; to survey SCAG region telecommuters based on their travel choices; and to envision how other long-term structural changes in the nature of work might impact transportation.

This amendment increases the contract value from \$226,854 to \$249,881 (\$23,027). This increase is due to the additional costs associated with staff requesting the consultant to perform additional surveys of users of short-term shared office as well as telecommuters to enhance the study's findings.

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

- Improved performance of SCAG travel models due to more accurate input data;
- Improved region-wide forecasting of the type and location of economic activity that the SCAG region can expect by 2045;
- Improved understanding of how people choose their home and work location, and how this results in various levels of jobs-housing balance; and
- Knowing the linkages between changes in telework behavior, economic structure, work transportation, and ultimately GHG emissions.

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

<b>Amendment</b>	Amendment 1	\$23,027
<b>Amount:</b>	Original contract value	<u>\$226,854</u>
	<b>Total contract value is not to exceed</b>	<b>\$249,881</b>

This amendment does not exceed \$75,000 or 30% of the contract's original value. Therefore, in accordance with the SCAG Procurement Manual (dated 12/01/16) Section 8.3, it does not require the Regional Council's approval.

**Contract Period:** July 31, 2018 through June 30, 2019

**Project Number:** 280-4831U3.01    \$221,220  
280-4831E.01        \$28,661

Funding sources: FY18 SB1 SC Formula and Transportation Development Act (TDA)

**Basis for the Amendment:** As previously stated, this amendment will enable the consultant to obtain additional survey data from users of short-term shared office as well as telecommuters to help enhance the study findings. Staff required these additional

surveys in order to help ensure that this study will be able to credibly comment on the travel behavior patterns of these two groups across industries, demographic categories, and locations within the region.



Southern California Association of Governments  
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017  
**June 6, 2019**

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

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

**Subject:** CFO Montly Report

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**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.

**AUDITS:**

SCAG has received final corrective action plans from Caltrans regarding their Incurred Cost and Indirect Cost Allocation Plan audits of SCAG. SCAG is required to provide Caltrans with a plan to implement the corrective actions by August 1, 2019. This deadline will be met.

The repayment amount could be potentially be \$4,766,402 but is subject to ongoing negotiation.

SCAG's outside independent auditors, Vavrinek, Trine, Day & Co., LLP, performed their interim work for the FY19 audit in May. They will return in September to perform the final audit work.

**MEMBERSHIP DUES:**

As of May 9, 2019, 188 cities and six counties had paid their FY19 dues. This represents 99.9% of the dues assessment. One city had yet to pay its dues. Two cities are being recruited for membership.

**BUDGET & GRANTS**

On May 2, 2019, the Regional Council approved the FY 2019-20 Comprehensive Budget in the amount of \$91.4 million, which includes the Overall Work Program (OWP) and the General Fund Budget. Additionally, the General Assembly adopted the FY 2019-20 General Fund Budget and Membership Assessment Schedule.

Staff is preparing the OWP Final Package for submission to Caltrans Office of Regional Planning for approval by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). Additionally, staff is preparing the FY 2019-20 Indirect Cost Allocation Plan (ICAP) for submission to Caltrans Independent Office of Audits and Investigations. Approval of the OWP and the ICAP is expected by June 30, 2019.

**CONTRACTS:**

In April 2019, the Contracts Department issued two (2) Request for Proposals (RFP's); awarded eight (8) contracts; issued five (5) contract amendments; and processed 58 Purchase Orders to support ongoing business and enterprise operations. Staff also administered 136 consultant contracts. Contracts staff continued to negotiate better pricing and reduced costs for services. It should also be noted that thus far this fiscal year the Contracts Department has negotiated \$397,422 in budget savings.

**ATTACHMENT(S):**

1. CFO CHARTS 060619
2. INCURRED COST AUDIT CORRECTIVE ACTION PLAN - SIGNED
3. INDIRECT COST ALLOCATION PLAN AUDIT CORRECTIVE ACTION PLAN - SIGNED



# **Office of the Chief Financial Officer**

## **Monthly Status Report**

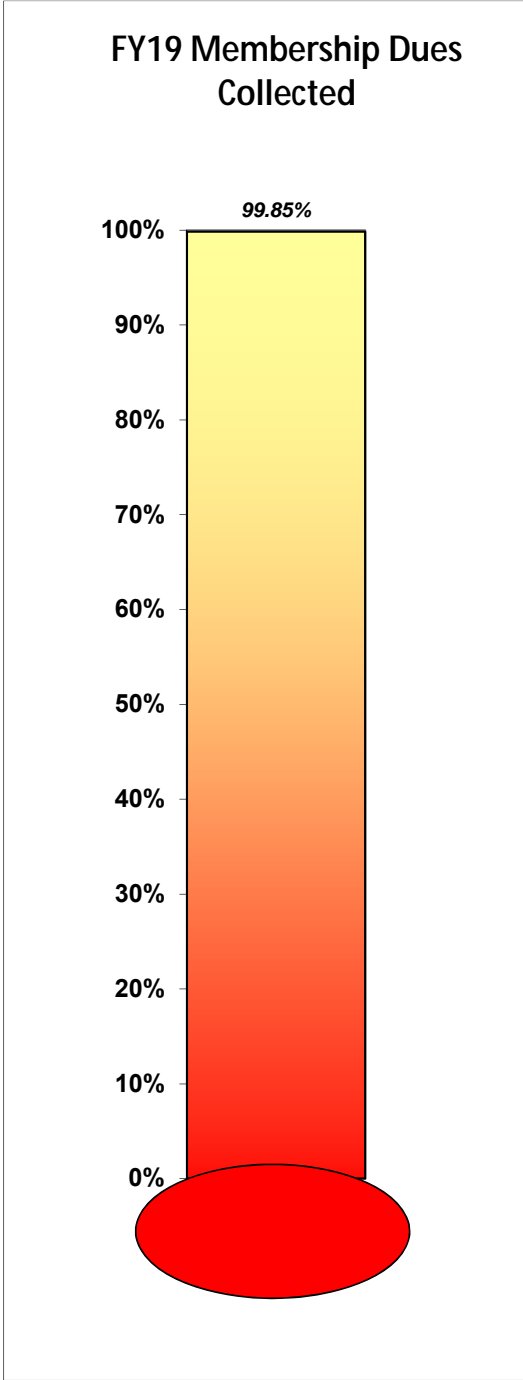
**APRIL 2019**

**OVERVIEW**

As of May 9, 2019, 188 cities and six counties had paid their FY19 dues. This represents 99.9% of the dues assessment. One city had yet to pay its dues. Two cities are being recruited for membership.

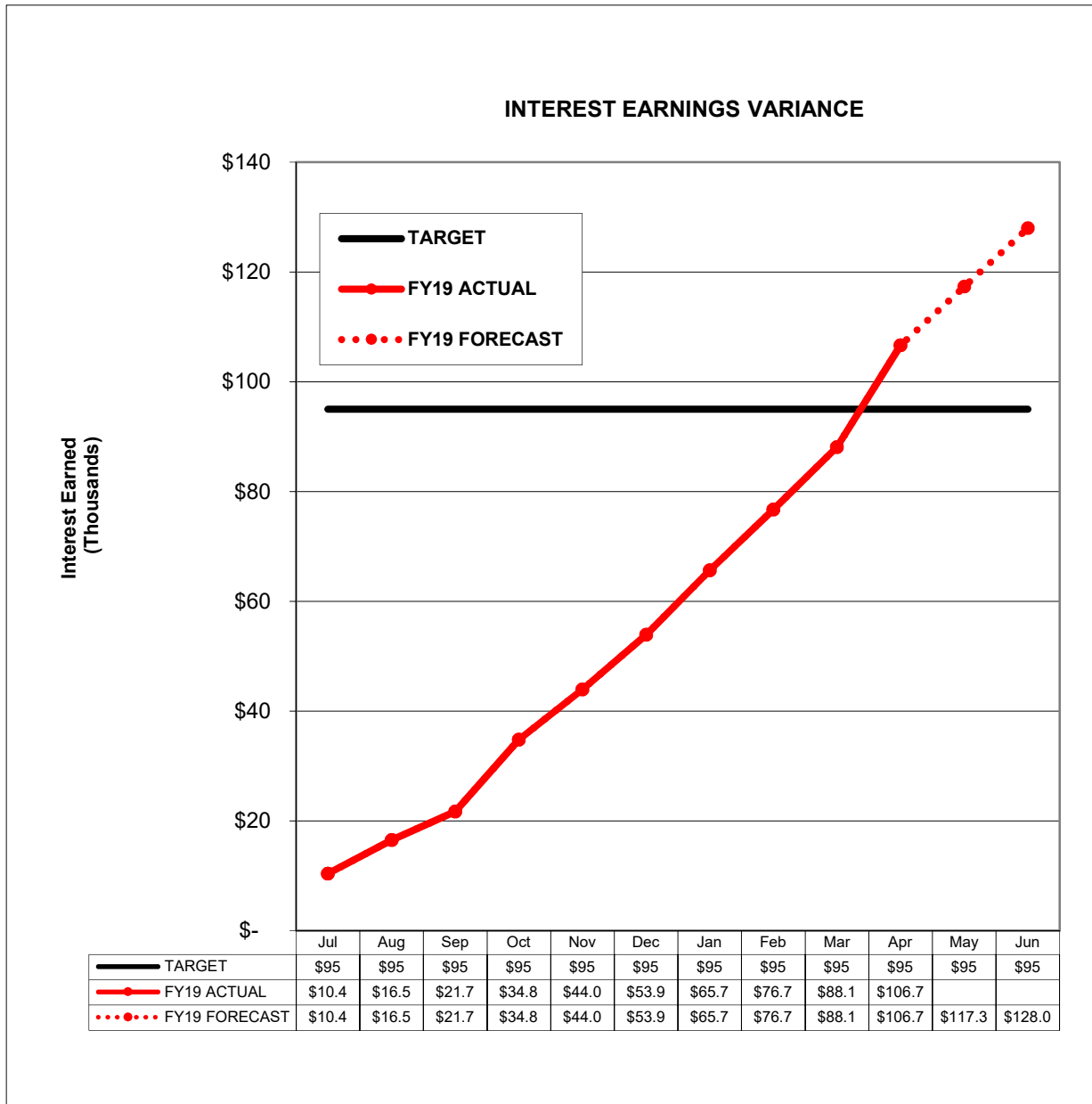
**SUMMARY**

FY19 Membership Dues	<u>\$ 2,053,962</u>
Total Collected	<u>\$ 2,050,884</u>
Percentage Collected *	<u>99.85%</u>





**Office of the CFO**  
Interest Earnings Variance



Attachment: CFO CHARTS 060619 (CFO Monthly Report)

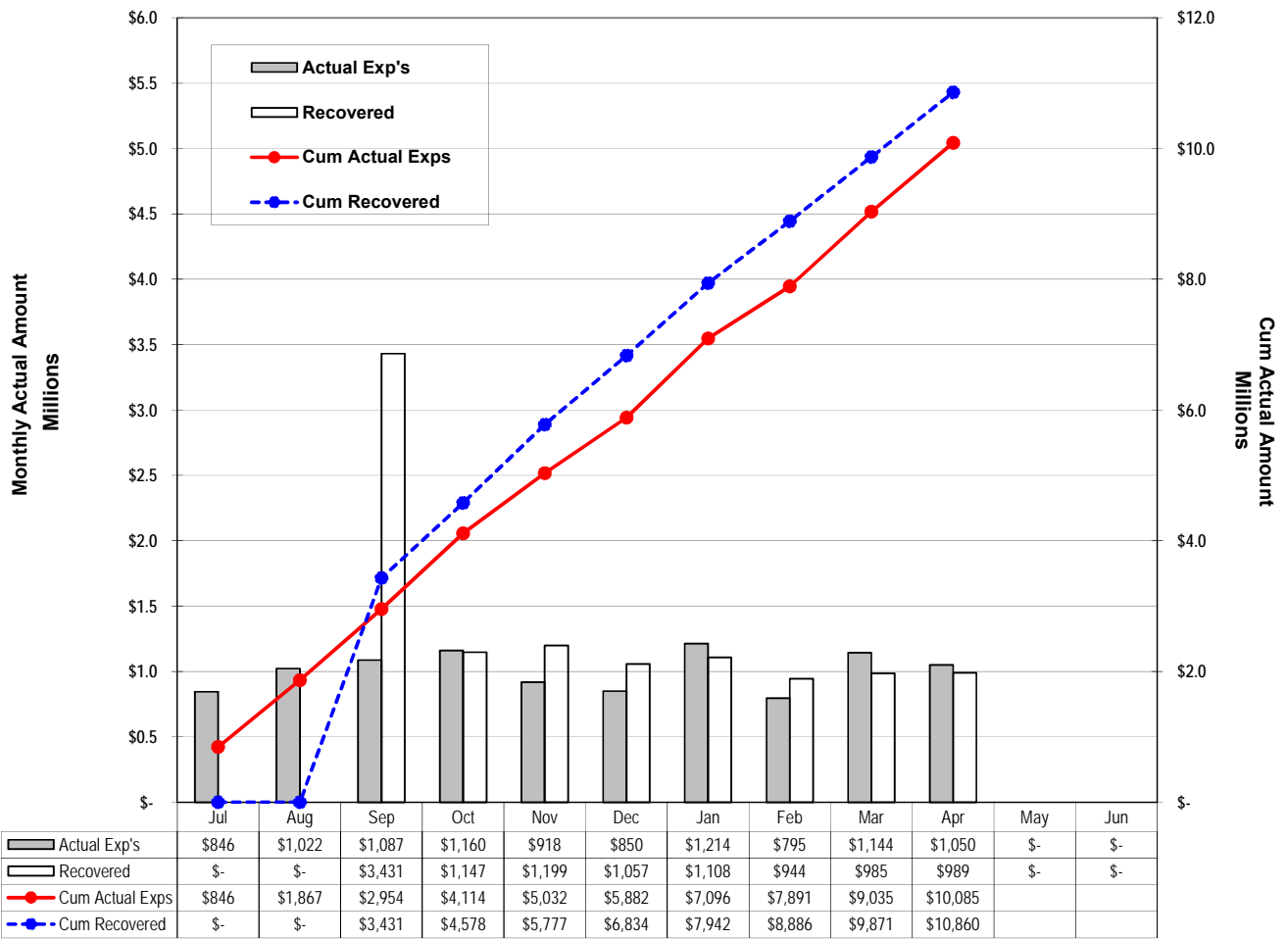
**OVERVIEW**

Actual interest income is plotted against the target amount. The amount credited to SCAG's account through April was \$106,661. The LA County Pool earned 2.17% in March.

**SUMMARY**

The amount projected for FY19 is \$127,993.

### FY19 INDIRECT COST & RECOVERY

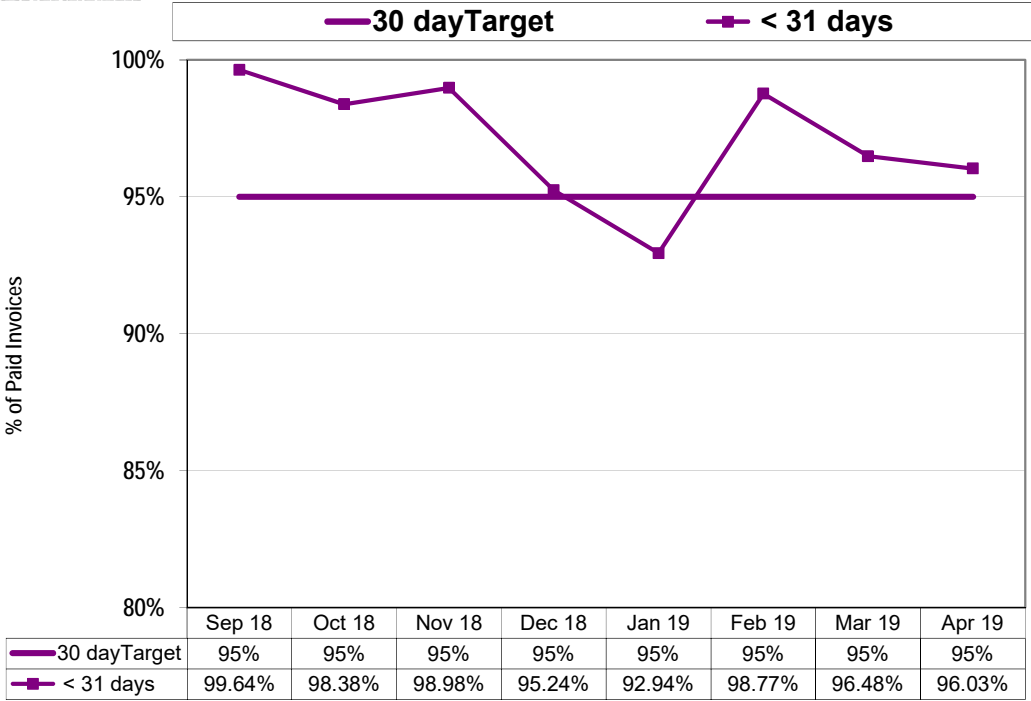




Office of the CFO  
Invoice Aging



INVOICE AGING



OVERVIEW

The percent of total invoices paid within 30 days. The target is to pay 95% of all invoices within 30 days. This goal was met.

SUMMARY

96.03% of April 2019 payments were made within 30 days of invoice receipt.

At month-end, 26 invoices remained unpaid less than 30 days.

Actual

OVERVIEW

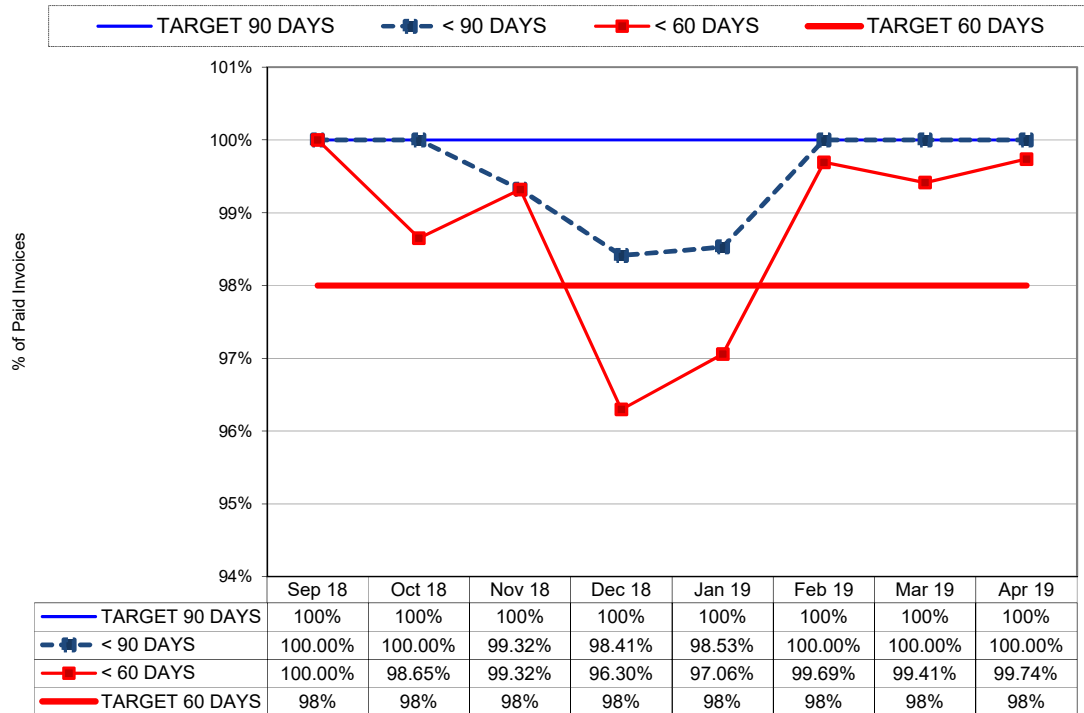
The percent of total invoices paid within 60 and 90 days. The target is to pay 98% of invoices within 60 days and 100% within 90 days.

SUMMARY

These goals were met during this period.

99.74% of April 2019's payments were within 60 days of invoice receipt and 100.00% within 90 days. Invoices unpaid 30-60 days totaled 10; 60-90 days: 4; >90 days: 1.

INVOICE AGING



Attachment: CFO CHARTS 060619 (CFO Monthly Report)



Office of the CFO  
Consolidated Balance Sheet

	3/31/2019	4/30/2019	Incr (decr) to equity	COMMENTS
Cash at Bank of the West	\$ 2,829,886	\$ 2,273,582		
LA County Investment Pool	\$ 7,806,599	\$ 7,924,051		
Cash & Investments	\$ 10,636,484	\$ 10,197,633	\$ (438,852)	Financed A/R of \$588K noted below less increased floating of A/P totaling \$130K as a result of quarterly invoices.
Accounts Receivable	\$ 5,904,281	\$ 6,492,496	\$ 588,215	Mainly due to increased unbilled A/R of \$466K in FTA & \$102K in FHWA-ATP.
Other Current Assets	\$ 5,169,947	\$ 5,000,811	\$ (169,136)	Prepays of \$240K were expensed; IC fund under-recovered \$61K
Fixed Assets - Net Book Value	\$ 6,672,535	\$ 6,672,535	\$ -	No change.
Total Assets	\$ 28,383,247	\$ 28,363,475	\$ (19,773)	
Accounts Payable	\$ (199,255)	\$ (330,031)	\$ (130,777)	Increased invoice activity
Employee-related Liabilities	\$ (541,675)	\$ (645,167)	\$ (103,492)	March had 10 unpaid working days while April had 12.
Deferred Revenue	\$ (75,918)	\$ (75,918)	\$ -	No change.
Total Liabilities and Deferred Revenue	\$ (816,847)	\$ (1,051,116)	\$ (234,269)	
<b>Fund Balance</b>	<b>\$ 27,566,400</b>	<b>\$ 27,312,359</b>	<b>\$ (254,042)</b>	
<b>WORKING CAPITAL</b>				
Cash	\$ 10,636,484	\$ 10,197,633	\$ (438,852)	
Accounts Receivable	\$ 5,904,281	\$ 6,492,496	\$ 588,215	
Accounts Payable	\$ (199,255)	\$ (330,031)	\$ (130,777)	
Employee-related Liabilities	\$ (541,675)	\$ (645,167)	\$ (103,492)	
<b>Working Capital</b>	<b>\$ 15,799,836</b>	<b>\$ 15,714,931</b>	<b>\$ (84,905)</b>	



**Office of the CFO**  
Fiscal Year-To-Date Expenditure Report Through April 30, 2019

**COMPREHENSIVE BUDGET**

		Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	Staff & Allocated Fringe Benefits	500,549	418,871	-	81,678	83.7%
2	51001 Allocated Indirect Costs	468,291	391,853	-	76,438	83.7%
3	54300 SCAG Consultants	253,850	202,006	51,844	(0)	79.6%
4	54340 Legal costs	145,000	80,785	14,615	49,600	55.7%
5	55210 Software	-	36,647	(0)	(36,647)	#DIV/0!
6	55441 Payroll, bank fees	12,500	11,747	753	(0)	94.0%
7	55460 Mat & equip <\$5K	50	50	0	0	99.0%
8	55510 Office Supplies	5,000	397	4,603	(0)	7.9%
9	55580 Outreach	5,554	5,554	-	-	100.0%
10	55600 SCAG Memberships	108,500	83,678	2,500	22,322	77.1%
11	55610 Professional Membership	11,500	7,161	720	3,619	62.3%
12	55620 Res mat/sub	2,000	1,876	124	-	93.8%
13	55730 Capital Outlay > \$5,000	3,893	-	-	3,893	0.0%
14	55801 Recruitment Other	60	60	-	0	99.8%
15	55830 Conference - Registration	7,950	91	-	7,859	1.1%
16	55860 Scholarships	32,000	32,000	-	-	100.0%
17	55910 RC/Committee Mtgs	20,000	9,469	7,031	3,500	47.3%
18	55912 RC Retreat	5,000	-	-	5,000	0.0%
19	55914 RC General Assembly	375,000	80,158	22,330	272,512	21.4%
20	55915 Demographic Workshop	18,000	-	25	17,975	0.0%
21	55916 Economic Summit	85,000	84,937	-	63	99.9%
23	55919 Go Human	-	67,262	-	(67,262)	#DIV/0!
24	55920 Other Meeting Expense	75,247	57,587	17,660	0	76.5%
25	55xxx Miscellaneous other	32,601	32,601	0	0	100.0%
26	55940 Stipend - RC Meetings	207,422	148,740	-	58,682	71.7%
27	56100 Printing	11,429	-	7,052	4,377	0.0%
28	58100 Travel - outside SCAG region	28,456	28,456	-	0	100.0%
29	58101 Travel - local	32,189	32,189	-	(0)	100.0%
30	58110 Mileage - local	18,750	18,009	-	741	96.0%
31	58150 Travel Lodging	9,821	9,821	-	(0)	100.0%
32	58800 RC Sponsorships	135,000	193,375	20,000	(78,375)	143.2%
33	<b>Total General Fund</b>	<b>2,610,612</b>	<b>2,035,381</b>	<b>149,257</b>	<b>425,975</b>	<b>78.0%</b>
34						
35	Staff & Allocated Fringe Benefits	14,611,702	11,190,264	-	3,421,438	76.6%
36	51001 Allocated Indirect Costs	13,669,929	10,468,492	-	3,201,437	76.6%
37	54300 SCAG Consultants	35,839,194	5,075,930	14,476,939	16,286,324	14.2%
38	54302 Non-Profits/IHL	220,975	1,087	72,109	147,779	0.5%
38	54360 Pass-through Payments	10,455,829	2,065,436	8,390,392	0	19.8%
39	55210 Software Support	247,231	220,694	6,704	19,833	89.3%
40	55250 Cloud Services	489,330	8,485	234,653	246,192	1.7%
41	5528x Third Party Contributions	4,663,745	2,672,569	-	1,991,176	57.3%
42	55310 F&F Principal	231,850	189,700	38,869	3,281	81.8%
43	55315 F&F Interest	49,426	42,939	6,487	-	86.9%
44	55320 AV Principal	105,052	105,052	(0)	(0)	100.0%
45	55325 AV Interest	28,145	28,145	(0)	-	100.0%
46	55xxx Office Expenses	1,554	1,553	-	1	100.0%
47	55520 Hardware Supp	5,000	-	-	5,000	0.0%
48	55580 Outreach/Advertisement	83,830	83,829	1	0	100.0%
49	55620 Resource Materials - subscrib	836,456	222,612	159,265	454,580	26.6%
50	55730 Capital Outlay	296,340	122,595	-	173,745	41.4%
51	55810 Public Notices	56,000	55,875	125	(0)	99.8%
52	55830 Conf. Registration	3,500	2,110	-	1,390	60.3%
53	55920 Other Meeting Expense	84,652	110	-	84,542	0.1%
54	55930 Miscellaneous	1,471,839	-	5,425	1,466,414	0.0%
55	56100 Printing	75,862	37,130	1,920	36,812	48.9%
60	59090 Exp - Local Other	9,578,484	294,400	-	9,284,084	3.1%
	<b>Total OWP &amp; TDA Capital</b>	<b>93,402,145</b>	<b>32,991,093</b>	<b>23,392,889</b>	<b>37,018,163</b>	<b>35.3%</b>
	<b>Comprehensive Budget</b>	<b>96,012,757</b>	<b>35,026,474</b>	<b>23,542,145</b>	<b>37,444,138</b>	<b>36.5%</b>

Attachment: CFO CHARTS 060619 (CFO Monthly Report)



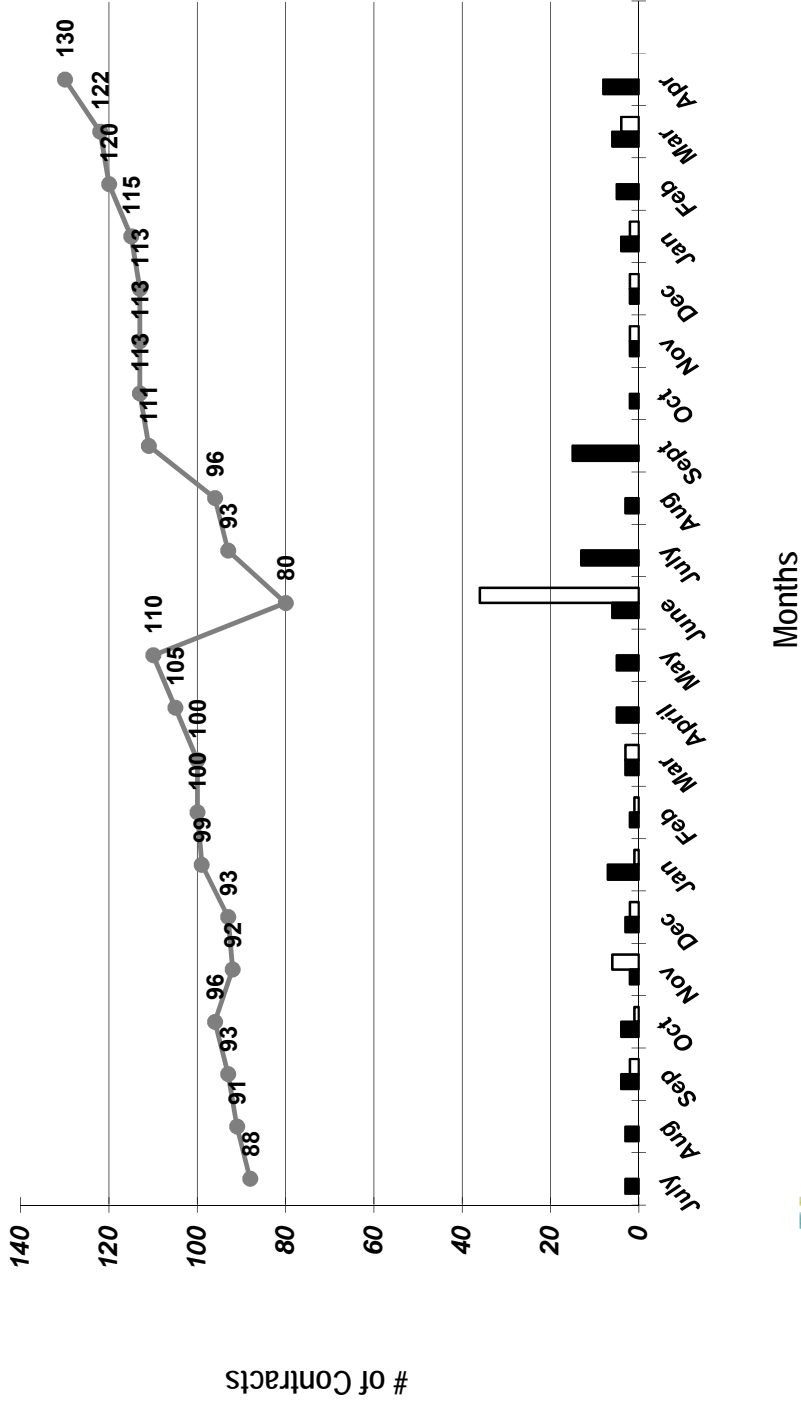
**Office of the CFO**  
Fiscal Year-To-Date Expenditure Report Through April 30, 2019

**INDIRECT COST EXPENDITURES**

			Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	50010	Regular Staff	4,850,750	3,990,658		860,092	82.3%
2	50013	Regular OT	1,285	2,072		(787)	161.3%
3	50014	Interns, Temps, Annuit	75,000	47,061		27,939	62.7%
4	50030	Severance	85,000	11,183		73,817	13.2%
5	51xxx	Allocated Fringe Benefits	3,833,531	3,031,887	-	801,644	79.1%
6	54300	SCAG Consultants	184,570	80,633	56,512	47,426	43.7%
7	54301	Consultants - Other	1,103,322	418,122	290,495	394,705	37.9%
8	54340	Legal	125,000	4,540	41,162	79,298	3.6%
9	55210	Software Support	499,618	288,709	69,682	141,227	57.8%
10	55220	Hardware Supp	301,325	274,260	27,065	(0)	91.0%
11	55230	Computer Maintenance	2,000	-	-	2,000	0.0%
12	55240	Repair & Maint Non-IT	26,224	26,224	(0)	0	100.0%
13	55270	Software Purchases	3,473	3,473	-	0	100.0%
14	55400	Office Rent DTLA	739,337	739,337	(0)	0	100.0%
15	55410	Office Rent Satellite	245,883	154,449	61,127	30,307	62.8%
16	55415	Offsite Storage	6,500	2,613	698	3,189	40.2%
17	55420	Equip Leases	120,000	42,406	37,982	39,611	35.3%
18	55430	Equip Repairs & Maint	27,361	27,361	0	(0)	100.0%
19	55435	Security Services	93,000	40,967	22,971	29,062	44.1%
20	55440	Insurance	212,490	212,490	-	(0)	100.0%
21	55441	Payroll / Bank Fees	15,000	9,891	4,520	588	65.9%
22	55445	Taxes	5,000	1,756	3,244	0	35.1%
23	55460	Mater & Equip < \$5,000 *	31,000	28,307	2,693	0	91.3%
24	55510	Office Supplies	73,800	43,582	29,255	963	59.1%
25	55520	Graphic Supplies	2,500	2,237	15	248	89.5%
26	55530	Telephone	170,375	111,760	22,626	35,989	65.6%
27	55540	Postage	10,300	10,019	-	281	97.3%
28	55550	Delivery Svc	4,000	3,466	534	0	86.6%
29	55580	Outreach/Advertisement	3,500	3,360	-	140	96.0%
30	55600	SCAG Memberships	144,741	123,241	163	21,337	85.1%
31	55610	Prof Memberships	2,000	1,574	-	426	78.7%
32	55611	Prof Dues	426	426	-	1	99.9%
33	55620	Res Mats/Subscrip	67,287	31,584	140	35,563	46.9%
34	55700	Deprec - Furn & Fixt	232,000	127,637	-	104,363	55.0%
35	55710	Deprec - Computer Equipment	35,000	-	-	35,000	0.0%
36	55715	Amortiz - Software	250,000	-	-	250,000	0.0%
37	55720	Amortiz - Leasehold Improvements	70,000	51,827	-	18,173	74.0%
38	55800	Recruitment Notices	20,000	4,932	90	14,978	24.7%
39	55801	Recruitment - other	38,000	11,076	26,924	0	29.1%
40	55810	Public Notices	2,500	-	-	2,500	0.0%
41	55820	In House Training	20,000	1,973	-	18,027	9.9%
42	55830	Networking Meetings/Special Events	16,000	7,977	-	8,023	49.9%
43	55840	Training Registration	60,000	44,907	391	14,703	74.8%
44	55920	Other Mtg Exp	3,000	26	-	2,974	0.9%
45	55950	Temp Help	38,500	23,587	-	14,913	61.3%
46	55xxx	Miscellaneous - other	6,500	435	-	6,065	6.7%
47	56100	Printing	19,200	6,380	-	12,820	33.2%
48	58100	Travel - Outside	83,055	25,010	-	58,045	30.1%
49	58101	Travel - Local	22,250	4,663	-	17,587	21.0%
50	58110	Mileage - Local	25,245	3,008	-	22,237	11.9%
51	58120	Travel Agent Fees	2,000	1,774	-	226	88.7%
52		<b>Total Indirect Cost</b>	<b>14,008,848</b>	<b>10,084,859</b>	<b>698,290</b>	<b>3,225,699</b>	<b>72.0%</b>

Attachment: CFO CHARTS 060619 (CFO Monthly Report)

# SCAG Contracts (Year to Date)



**Overview**  
This chart shows the number of contracts administered by the Contracts division, by month, from July 2017 thru April 2019

Awarded Contracts  
 Closed Contracts  
 Active Contracts



**Summary**

The chart shows that the Contracts Department is managing One hundred and thirty contracts. Sixty-one are Cost Plus Fixed Fee contracts, 29 are fixed price contracts, and the remaining 40 are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). The Contracts Department anticipates issuing approximately 5 contracts for FY 2018-19. Note, due to the nature of SCAG's work, the majority of SCAG contracts have a one year term and end on June 30th each year.

**Office of the CFO**  
*Staffing Report as of May 1, 2019*



<b>GROUPS</b>	<b>Authorized Positions</b>	<b>Filled Positions</b>	<b>Vacant Positions</b>
<b>Executive</b>	7	7	0
<b>Legal</b>	2	2	0
<b>Policy &amp; Public Affairs</b>	18	15	3
<b>Administration</b>	41	39	2
<b>Planning &amp; Programs</b>	67	60	7
<b>Total</b>	<b>135</b>	<b>123</b>	<b>12</b>

**OTHER POSITIONS**

<b>GROUPS</b>	<b>Limited Term Positions</b>	<b>Interns or Volunteers</b>	<b>Temp Positions</b>	<b>Agency Temps</b>
<b>Executive</b>	0	0	0	0
<b>Legal</b>	0	0	0	0
<b>Policy &amp; Public Affairs</b>	2	0	0	0
<b>Administration</b>	2	5	0	0
<b>Planning &amp; Programs</b>	3	14	2	0
<b>Total</b>	<b>7</b>	<b>19</b>	<b>2</b>	<b>0</b>

Attachment: CFO CHARTS 060619 (CFO Monthly Report)



**DEPARTMENT OF TRANSPORTATION**

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*Making Conservation  
 a California Way of Life.*

May 7, 2019

Mr. Kome Ajise  
 Executive Director  
 Southern California Association of Governments  
 900 Wilshire Blvd, Suite 1700  
 Los Angeles, CA 90017

Dear Mr. Ajise:

This letter is to notify the Southern California Association of Governments (SCAG) of the California Department of Transportation's (Caltrans) determination of the corrective actions regarding findings identified in the SCAG Incurred Cost Audit, dated September 21, 2018. The audit was performed to determine whether costs claimed by and reimbursed to SCAG were allowable, adequately supported, and in compliance with the Caltrans agreement provisions and federal and State regulations.

Caltrans Final Incurred Cost Audit Report for SCAG examined costs claimed and reimbursed to SCAG totaling \$12,458,538 for work performed under Master Agreement 53-6049R relating to the Value Pricing Pilot Program (VPPP-6049(010)) and Federal Overall Work Program Agreement number 74A0822 with Caltrans. The audit period covered April 1, 2014, through June 30, 2015. The audit also included testing of three consultant contracts procured prior to April 1, 2014, with costs incurred through March 30, 2018. Based on the audit, the reimbursed costs totaling \$2,510,015 were not in compliance with Caltrans agreement provisions, and federal and State regulations. Specifically, deficiencies were found in labor charges, consultant procurements, contract management, billing and reporting, and SCAG's policies and procedures.

In response to the audit findings, Caltrans Division of Transportation Planning (DOTP) and Division of Local Assistance (DLA) have developed the corrective action plan below. SCAG must develop a plan to implement all corrective actions listed below by June 25, 2019, to ensure the continued allocation and authorization of federal and State transportation funds.

**Caltrans Final Incurred Cost Audit Report Corrective Actions:**

**Finding # 1—Improper Procurement Practices**

SCAG did not ensure that fair and open competition was performed or that proper procurement procedures were followed as required by federal and State regulations and the Caltrans agreement provisions. Additionally, SCAG's Procurement Policy and Procedures Manual that

was in effect during the period of procurements tested did not fully comply with federal and State procurement regulations and Caltrans agreement provisions. Specifically, we found the following procurement deficiencies:

**Corrective Actions:**

SCAG must revise their Procurement Policies and Procedures manual and train staff accordingly, to ensure:

- Compliance with all applicable Caltrans requirements and federal and State procurement regulations. This includes revising Section 6.6.2 to describe the different competitive procurement processes available and when each should be used in compliance with federal and State regulations.
- Proper management decisions are made when preparing Request for Proposals that include tasks or sub-tasks that require an Architectural and Engineering (A&E) consultant to perform the work for compliance with federal and State procurement regulations.
- Management and staff receive proper training in procurement procedures.
- Staff that are involved in the consultant procurement process perform all required actions and comply with SCAG policies and procedures, Caltrans requirements, and federal and State procurement regulations.
- All documentation is maintained to support that proper procedures are followed in accordance with federal and State regulations.
- SCAG must also take the DLA A&E consultant procurement training either in person or online. A training webinar is tentatively scheduled to be posted in late May.
  - If SCAG elects to take the online training, they must provide a list to the DLA Audits Coordinator for those staff who have completed the online training when available. The list shall contain staff names, phone numbers, e-mail addresses, date(s) of completion, and a verification signature by the staffs' supervisor.

SCAG may reference Chapter 10 of the Local Assistance Procedures Manual (LAPM).

**Finding # 2—Contract Management Deficiencies**

SCAG's contract management system did not comply with federal and State regulations and Caltrans agreement provisions. We found that SCAG billed Caltrans for unsupported and unallowable consultant costs. Furthermore, we found that SCAG improperly managed consultant contracts, did not properly close-out consultant contracts, executed amendments on expired contracts, and could not support that all local match requirements were met. Additionally, SCAG lacked contract management policies and procedures detailing proper processes to manage consultant and sub-recipient contracts and detailed procedures for reviewing and approving invoices. SCAG billed and was reimbursed \$590,537 in unsupported consultant costs, and \$361,426 on an expired consultant contract. These costs are disallowed.



**Corrective Actions:**

Please see the following regarding the \$951,963 in disallowed costs:

- 1) DLA will not require reimbursement of the \$361,426 disallowed for time extensions incurred after the initial expiration date for the Parsons Brinkerhoff, Inc. contract. Instead, DLA will address this finding with a programmatic solution that will require SCAG to update procurement and contract management procedures (see below), and to take training as prescribed in the corrective actions to Finding 1.
- 2) SCAG must reimburse Caltrans DLA \$338,986 in disallowed costs for the contract with AECOM Technical Services, Inc. The removal of sub-consultants and task 7 (Consensus) at contract execution, and then reinstating Task 7 at an increase of \$619,940 over the initial budget bear significant noncompliance to warrant reimbursement of the costs disallowed in the audit.
- 3) SCAG must reimburse Caltrans DOTP \$251,552 of disallowed costs to Caltrans. Caltrans DOTP will coordinate with SCAG on the method and schedule of repayment.

In addition, SCAG must also strengthen procurement and contract management procedures to address the below deficiencies.

- Ensure consultants provide adequate invoice detail to support costs claimed in compliance with consultant contract terms and 2 CFR Part 200 (which superseded 49 CFR Part 18, and 2 CFR Part 225). Additionally, ensure consultants are required to submit invoices that identify the work performed by task/activity and work element so proper documentation is maintained to support consultant billings. Ensure compliance with all federal and State regulations over the administration of consultant contracts.
- Establish procedures that identify and define each staff's roles and responsibilities regarding consultant invoice reviews.
- Revise the Grants Management Policies and Procedures and develop a Project Management Policies and Procedures Manual to ensure compliance with all applicable federal and State regulations and provide staff with detailed processes to follow.
- Ensure consultant contracts identify the funding sources and/or work elements of each task/activity when there are multiple funding sources and/or work elements.
- Ensure compliance with all federal and State regulations over the administration of consultant contracts and that the contracts contain language as required in the Caltrans' agreements.
- Ensure compliance with all federal and State regulations over the administration of sub-recipient (MOU) agreements, that agreements contain language as required in the Caltrans' agreements, and include specific contract end dates.
- Ensure staff are properly trained on the administration and management of consultant and sub-recipient pass through funds.

SCAG may reference Chapter 10 of the LAPM.

### **Finding # 3–Labor and Fringe Benefit Deficiencies**

SCAG’s labor and fringe benefit charging practices do not comply with Caltrans Agreement requirements, and federal and State regulations. SCAG does not have adequate policies and procedures related to labor charging practices, no documented procedures to account for time sheet corrections or retroactive pay and merit increases. In addition to billing ineligible costs, the inappropriate charging practices result in SCAG lacking accurate historical information related to actual costs for future budget purposes and overhead rate calculations. SCAG billed and was reimbursed a total of \$1,558,051 in ineligible labor charges to Overall Work Program (OWP) work element 120.

#### **Corrective Actions:**

SCAG must reimburse the \$1,558,051 of disallowed costs to Caltrans DOTP. Caltrans DOTP will coordinate with SCAG on the method and schedule of repayment. After the method of repayment is agreed upon, SCAG may make a request to DOTP to include the disallowed costs in the Fiscal Year (FY) 2014–15 indirect cost allocation pool (ICAP). If the request is approved, SCAG will then need to submit a revised FY 2016–17 ICAP to the Independent Office of Audits and Investigation that includes the adjustments to the carry forward year for review and approval prior to seeking reimbursement for any variance in the rate. Additionally, SCAG must:

- Ensure billings to Caltrans are based on actual labor costs incurred.
- Ensure the accounting methodology for retroactive pay and merit increases provides for an audit trail for changes made to the employee time sheets and costs are allocated to the appropriate pay periods.
- Develop and implement written policies and procedures for proper and consistent labor charging practices. Ensure procedures define appropriate charging practices for staff meetings and other non-project or work element activities.
- Update the Accounting Manual to include procedures for time sheet corrections and retroactive pay and merit increases and train staff accordingly.
- Develop separate fringe benefit allocation methodologies for regular staff, interns, and student assistants.

### **Finding #4–Billing and Reporting Deficiencies**

SCAG did not submit required documentation with their requests for reimbursement to support costs billed and did not submit Quarterly Progress Reports in accordance with the DOTP Master Fund Transfer Agreement and the DLA Master Agreement.

#### **Corrective Actions:**

SCAG must revise their billing and reporting procedures to ensure the following:

- Billings to Caltrans include all applicable information and supporting documentation that trace to the billed costs and SCAG’s financial management system. This includes ensuring

the Consolidated Planning Grant IT Reports (or equivalent information) are provided and totaled by task associated to the respective work elements that are approved in the current OWP by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

- Supporting schedules provided with the billings include appropriate descriptions detailing where costs are being charged.

SCAG may reference Chapter 5 of the LAPM for guidance on reviewing consultant invoices for DLA contracts.

### **Finding #5–Possible Conflict of Interest with Sponsorship Program**

SCAG's Sponsorship Program gives the appearance of a possible conflict of interest. SCAG created a Sponsorship Program to solicit donations from individuals, entities, and organizations with an interest in accessing participants of SCAG's General Assembly for networking, relationship building, business opportunities, and information sharing. We noted that SCAG solicits and receives donations from consultants for its Sponsorship Program with whom they also enter into consultant contracts to perform work. SCAG lacks a documented process over the Sponsorship Program to ensure a conflict of interest does not occur. Additionally, SCAG does not have documented policies and procedures over the administration and management of the Sponsorship Program.

#### **Corrective Actions:**

In order to avoid the appearance of a possible conflict of interest, SCAG must:

- Establish procedures over the Sponsorship Program to ensure there is no real or appearance of a conflict of interest with consultants that provided donations to the Sponsorship Program and are awarded consultant contracts.
- Develop policies and procedures over the administration and management of the Sponsorship Program to ensure compliance with all federal and State regulations.
- Create a Conflict of Interest Statement Certification form to document compliance with SCAG's own policies and procedures referenced above.

#### **Conclusion:**

Please prepare a corrective action plan that outlines the actions SCAG will take to resolve the audit findings and provide it to Erin Thompson, Chief, Office of Regional Planning, and Kamal Sah, Chief, Office of Guidance and Oversight within 60 days of this letter. After the proper course of action has been decided upon, SCAG must repay Caltrans for the disallowed costs according to a mutually-determined repayment method and schedule.

All of the products listed above or a plan to address findings must be forwarded to Caltrans upon completion, by June 25, 2019. Failure by SCAG to make the required corrective actions will result in Caltrans not recommending approving SCAG's FY 2019–20 OWP and an increase

Mr. Kome Ajise  
May 7, 2019  
Page 6

in the potential for future disallowed costs. No future federal and State expenditures will be approved by Caltrans, FHWA, or FTA unless a satisfactory resolution to all findings has been made. A final report detailing how and when all corrective actions were resolved will be due to the Caltrans DOTP upon the satisfactory fulfillment of all corrective actions. Caltrans has consulted with FHWA and FTA regarding the above course of action.

The Independent Office of Audits and Investigations may perform a follow-up audit after all corrective actions have been made to determine if SCAG has implemented adequate corrective measures for each audit finding and to ensure compliance with Caltrans agreements and federal and State rules and regulations. SCAG's progress with regards to the corrective actions and final resolutions will be closely monitored by Caltrans staff, including any follow-up audit work that may be performed. Additionally, all support documentation and corrective actions provided by SCAG will be reviewed by Caltrans staff.

We appreciate SCAG's cooperation and coordination during this process. If you have any questions, please contact Erin Thompson, Chief, Caltrans Office of Regional Planning, at (916) 654-2596 or by email sent to [erin.thompson@dot.ca.gov](mailto:erin.thompson@dot.ca.gov) or Kamal Sah, Office of Guidance and Support, at (916) 653-4336 or by email sent to [kamal.sah@dot.ca.gov](mailto:kamal.sah@dot.ca.gov).

Sincerely,



COCO BRISEÑO  
Deputy Director  
Planning and Modal Programs

- c: Debbie Dillon, Deputy Executive Director, Administration, SCAG  
Basil Panas, Chief Financial Officer, SCAG  
Rodney Whitfield, Director of Financial Services, FHWA  
Tashia Clemons, Director, Planning and Environment, FHWA  
Veneshia Smith, Financial Manager, FHWA  
John Bulinski, District Director, District 7, Caltrans  
Steve Novotny, DLA Engineer, District 7, Caltrans  
MarSue Morrill, Chief, External Audits-Local Governments, Independent Office of Audits and Investigations, Caltrans  
Ryan A. Dermody, Acting Division Chief, DOTP, Caltrans  
Erin Thompson, Chief, Regional Planning, DOTP, Caltrans  
Rihui Zhang, Chief, DLA, Caltrans  
Kamal Sah, Chief, Office of Guidance and Oversight, DLA, Caltrans  
Gilbert Petrisans, Chief, Division of Accounting



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Making Conservation  
 a California Way of Life.

May 7, 2019

Mr. Kome Ajise  
 Executive Director  
 Southern California Association of Governments  
 900 Wilshire Blvd, Suite 1700  
 Los Angeles, CA 90017

Dear Mr. Ajise:

This letter is to notify the Southern California Association of Governments (SCAG) of the California Department of Transportation's (Caltrans) determination of the corrective actions regarding findings identified in the *SCAG Fiscal Year 2016–17 Indirect Cost Allocation Plan Audit*, dated January 9, 2019. The audit was performed to determine whether SCAG's Fiscal Year (FY) 2016–17 Indirect Cost Allocation Plan (ICAP) was presented in accordance with Title 2 Code of Federal Regulations (CFR) Part 200 and Caltrans' Local Assistance Program Manual (LAPM) Chapter 5. It was also performed to determine whether SCAG had a financial management system capable of accumulating and segregating costs that are reasonable, allowable, and can be allocated to projects.

Caltrans determined that SCAG's ICAP for the FY 2016–17 is presented in accordance with 2CFR 200 and LAPM Chapter 5. The approved indirect cost rate for 2016–17 is 83.71 percent of total direct salaries and wages, plus fringe benefits. During the course of the audit, we found that SCAG's procurement practices and charging practices (related to properly segregating direct and indirect costs) were not in compliance with federal and State regulations. The noncompliant practices resulted in unallowable costs billed direct to Caltrans in the amount of \$2,617,813.

The FY 2016–17 ICAP audit was done in conjunction with the incurred cost audit of SCAG. Please refer to the Incurred Cost Audit report (P1580-0022) for further findings related to deficiencies in labor charging practices, procurement, and contract management.

In response to the audit findings, Caltrans Division of Transportation Planning (DOTP) has developed the corrective action plan below. SCAG must develop a plan to implement all corrective actions listed below by July 1, 2019, to ensure the continued allocation and authorization of federal and State transportation funds.

## Caltrans Final Indirect Cost Allocation Plan Audit Report Corrective Actions:

### Finding # 1–Improper Procurement Practices

SCAG's procurement practices for ten IT consultant procurements tested did not support that fair and open competition was performed, or that proper procurement procedures were followed as required by Caltrans agreement provisions, federal and State procurement requirements, and SCAG's policies and procedures. The noncompliant procurement practices resulted in unallowable costs billed direct to Caltrans in the amount of \$627,179 and unallowable indirect costs included in the FY 2014–15 actual indirect cost pool in the amount of \$164,628.

#### Corrective Actions:

SCAG must revise their Procurement Policies and Procedures manual and train staff accordingly, to:

- Ensure costs that are not in compliance with the federal and State procurement regulations are excluded from the indirect cost pool.
- Revise SCAG's Procurement Policy and Procedures Manual to ensure they are current and comply with all applicable federal and State regulations.
- Ensure management and staff receive proper training in procurement procedures.
- Ensure all documentation is maintained to support that proper procurement procedures are followed in accordance with federal and State regulations.
- Take Caltrans, Division of Local Assistance (DLA), Audits and Engineering (A&E) consultant procurement training either in person or online at <http://www.dot.ca.gov/hq/LocalPrograms/training.html>

In addition, SCAG must:

- Reimburse Caltrans \$627,179 for the disallowed IT consultant contract costs identified in the audit report. Caltrans DOTP will coordinate with SCAG on the method and schedule of repayment.
- Adjust the FY 2014–15 actual indirect cost pool by \$164,628 for the unallowable IT consultant costs identified in the audit report.
- Determine the amount incurred and included in the FY 2016–17 indirect cost pool for the seven unallowable IT consultant contracts and adjust the FY 2016–17 indirect cost pool accordingly.

### Finding # 2–Deficient Charging Practices

SCAG's charging practices related to billing indirect and direct costs to Caltrans were deficient and resulted in billings that were not in compliance with Caltrans agreement provisions and federal and State regulations. Specifically, SCAG billed an indirect rate for FY 2016-17 that included unallowable direct and indirect costs and billed indirect and ineligible direct labor costs

to a direct project/work element. The charging practices implemented by SCAG did not ensure the proper segregation of direct, indirect, and unallowable costs in the accounting records and costs included on the billings to Caltrans.

### **Finding 2A—Unallowable Indirect Costs Included in the FY 2016–17 ICAP**

In testing 41 transactions within 15 indirect cost accounts for the FY 2014–15 carryforward, Caltrans found that SCAG included direct, unallowable, and unsupported costs in the indirect cost pool. Unallowable costs totaling \$196,617 were due to weak internal controls, improper charging practices, and non-compliant vendor procurements. Unallowable mileage costs totaling \$11,986 were also included in the indirect cost pool of SCAG's FY 16–17 ICAP.

#### **Corrective Actions:**

- Adjust the FY 2014–15 actual indirect cost pool by \$196,617 for the unallowable costs identified in the audit report.
- Remove \$11,986 from the indirect cost pool for FY 2016–17 for the unallowable travel costs.
- Review all indirect accounts to ensure costs are in compliance with federal and State regulations; are properly segregated between direct, indirect and unallowable; and are supported by original source documentation.
- Adjust the FY 2016–17 indirect cost pool by all unallowable costs identified.
- Establish written policies and procedures for segregating direct and indirect legal costs in compliance with federal and State regulations.
- Establish written policies and procedures that prevent the Internal Auditor from reviewing and approving travel expense.
- Ensure staff provide adequate documentation supporting any and all travel expenses and comply with SCAG travel policies and procedures and Caltrans Agreement provisions related to travel. Also, report to the board monthly of all travel related expenses incurred by the Executive Director.

### **Finding 2B—Unallowable Labor Costs**

The Incurred Cost Audit (dated July 24, 2018) identified indirect and ineligible costs charged to Work Element 120 which was established for direct costs related to development and administration of the Overall Work Program (OWP). This will impact the FY 2016–17 ICAP. Eligible tasks included the development of the OWP, preparation of the annual budget and amendments to the budget, and preparation of Quarterly Progress Reports. In the Incurred Cost Audit, Caltrans found that SCAG accountants and contract administrators charged time for the review and approval of consultant invoices which were ineligible and indirect in nature. SCAG's charging practices remained unchanged for FY 2016–17 and unallowable costs were billed to Work Element 120. Based on an analysis of SCAG's labor reports for FY 2016–17, \$1,625,797 of indirect labor related to accountants, contract administrators, and an internal auditor were inappropriately charged direct to Work Element 120.

SCAG does not have adequate policies and procedures related to labor charging practices. In addition to billing ineligible costs identified, the inappropriate charging practices result in SCAG lacking accurate historical information related to actual costs for future budget purposes and overhead rate calculations.

**Corrective Actions:**

- Reimburse Caltrans \$1,625,797 in unallowable labor costs. Caltrans DOTP will coordinate with SCAG on the method and schedule of repayment.
- Ensure billings to Caltrans are based on actual labor costs incurred.
- Develop and implement written policies and procedures for proper and consistent labor charging practices. Ensure procedures define appropriate charging practices for staff meetings and other non-project or work element activities.

Once SCAG repays Caltrans the full \$1,625,797 in disallowed costs, they can request to include the disallowed costs in the FY 2016–17 indirect cost pool. If approved, SCAG will then be required to resubmit a revised FY 2016–17 ICAP including the adjustments.

**Conclusion:**

Please prepare a corrective action plan that outlines the actions SCAG will take to resolve the audit findings and provide the plan to Erin Thompson, Chief, Office of Regional Planning within 60 days of this letter. After the proper course of action has been decided upon, SCAG must repay Caltrans for the disallowed costs totaling \$2,617,813 according to a mutually-determined repayment schedule.

All of the products listed above or a plan to address findings must be forwarded to Caltrans upon completion, no later than July 1, 2019. Failure by SCAG to make the required corrective actions will result in Caltrans not recommending approving SCAG's FY 2019–20 OWP and an increase in the potential for future disallowed costs. No future federal and state expenditures will be approved by Caltrans, Federal Highway Administration (FHWA), or Federal Transit Administration (FTA) unless a satisfactory resolution to all findings has been made. A final report detailing how and when all corrective actions were resolved will be due to the Caltrans DOTP upon the satisfactory fulfillment of all corrective actions. Caltrans has consulted with FHWA and FTA regarding the above course of action.

The Independent Office of Audits and Investigations may perform a follow-up audit after all corrective actions have been made to determine if SCAG has implemented adequate corrective measures for each audit finding and to ensure compliance with Caltrans agreements and federal and State rules and regulations. SCAG's progress with regards to the corrective actions and final resolutions will be closely monitored by Caltrans staff, including any follow-up audit work that may be performed. Additionally, all support documentation and corrective actions provided by SCAG will be reviewed by Caltrans staff.



Mr. Kome Ajise  
May 7, 2019  
Page 5

We appreciate SCAG's cooperation and coordination during this process. If you have any questions, please contact Erin Thompson, Chief, Caltrans Office of Regional Planning, at (916) 654-2596 or by email sent to erin.thompson@dot.ca.gov.

Sincerely,



COCO BRISEÑO  
Deputy Director  
Planning and Modal Programs

- c: Debbie Dillon, Deputy Executive Director, Administration, SCAG
- Basil Panas, Chief Financial Officer, SCAG
- Rodney Whitfield, Director of Financial Services, FHWA
- Tashia Clemons, Director, Planning and Environment, FHWA
- Veneshia Smith, Financial Manager, FHWA
- John Bulinski, District Director, District 7, Caltrans
- Steve Novotny, DLA Engineer, District 7, Caltrans
- MarSue Morrill, Chief, External Audits-Local Governments, Independent Office of Audits and Investigations, Caltrans
- Ryan A. Dermody, Acting Division Chief, DOTP, Caltrans
- Rihui Zhang, Chief, DLA, Caltrans
- Kamal Sah, Chief, Office of Guidance and Oversight, DLA, Caltrans
- Gilbert Petrissans, Chief, Division of Accounting