



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
Alan D. Wapner, San Bernardino
County Transportation Authority

First Vice President
Bill Jahn, Big Bear Lake

Second Vice President
Randon Lane, Murrieta

Immediate Past President
Margaret E. Finlay, Duarte

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Executive/Administration
Alan D. Wapner, San Bernardino
County Transportation Authority

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

Energy & Environment
Linda Parks, Ventura County

Transportation
Curt Hagman, San Bernardino
County

REGULAR MEETING

EXECUTIVE/ADMINISTRATION COMMITTEE

Thursday, September 6, 2018
9:00 AM

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. Agendas & Minutes for the Executive/Administration Committee are also available at: 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.



Executive/Administration Committee
Members – September 2018

- 1. Hon. Alan Wapner**
Chair
- 2. Hon. Bill Jahn**
1st Vice Chair, Big Bear Lake, District 11
- 3. Hon. Randon Lane**
2nd Vice Chair, Murrieta, District 5
- 4. Hon. Margaret Finlay**
Imm. Past Chair, Duarte, District 35
- 5. Hon. Peggy Huang**
CEHD Chair, TCA Representative
- 6. Sup. Linda Parks**
EEC Chair, Ventura County
- 7. Sup. Luis Plancarte**
EEC Vice Chair, Imperial County
- 8. Sup. Curt Hagman**
TC Chair, San Bernardino County
- 9. Hon. Cheryl Viegas-Walker**
TC Vice Chair, El Centro, District 1
- 10. Hon. Clint Lorimore**
Eastvale, District 4
- 11. Hon. Greg Pettis**
Cathedral City, District 2
- 12. Hon. Frank Navarro**
Pres. Appt., Colton, District 6
- 13. Hon. Michele Martinez**
Pres. Appt., Santa Ana, District 16
- 14. Hon. Judy Mitchell**
Pres. Appt., Rolling Hills Estate, District 40
- 15. Hon. Carmen Ramirez**
Pres. Appt., Oxnard, District 45
- 16. Hon. Sabrina LeRoy**
Tribal Govt Planning Board



EXECUTIVE/ADMINISTRATION COMMITTEE
AGENDA



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700 – Regional Council Room
Los Angeles, California 90017
Thursday, September 6, 2018
9:00 AM

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE
(The Honorable Alan D. Wapner, 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. President Wapner Report - EAC Retreat, June 20 - 21, 2018

RECOMMENDED ACTION:

For discussion and information only.

CONSENT CALENDAR

Approval Items

2. Special Meeting Minutes of the EAC - August 20, 2018
3. 2019 Schedule of Regional Council and Policy Committee Meetings
4. SCAG Memberships and Sponsorships
5. Amendment 2 to the Fiscal Year 2018-19 Comprehensive Budget
6. Contracts \$200,000 or Greater: 18-028-C01, Regional Transportation Plan (RTP) Implementation and Technical Assistance Services
7. Contracts \$200,000 or Greater: 19-004-C01, Agenda Management Software Maintenance
8. Contracts \$200,000 or Greater: 18-025-C01, 48 month Lease of Production Copier/Printer and Walk-up machines
9. Contracts \$200,000 or Greater: 18-011A-C01, Federal Transportation Improvement Program (FTIP) Online System



Receive and File

10. Purchase Orders more than \$5,000 but less than \$200,000; Contracts more than \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000
11. State and Federal Legislative Monthly Update

CFO MONTHLY REPORT

(Basil Panas, Chief Financial Officer)

12. CFO Monthly Report

FUTURE AGENDA ITEM/S

ANNOUNCEMENT/S

ADJOURNMENT



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 6, 2018

To: Executive/Administration Committee (EAC)

**EXECUTIVE DIRECTOR'S
APPROVAL**

From: Darin Chidsey, Chief Operating Officer, Executive
Management, (231) 236-1836, Chidsey@scag.ca.gov

Subject: President Wapner Report - EAC Retreat, June 20 - 21, 2018

RECOMMENDED ACTION:

For discussion and information only.

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:

Each year, an annual retreat is held for new members of the Executive/Administration Committee (EAC) to discuss the newly installed SCAG President's goals and initiatives during the term of presidency. This year's EAC retreat, led by SCAG President Alan D. Wapner, was held on June 20–21, 2018 in Ontario, CA. Session 1 (June 20) focused on SCAG's role as a collaborator and facilitator, as well as areas of responsibility; while Session 2 (June 21) focused on the upcoming evaluation of SCAG's Regional Council districts and the roles and responsibilities of the agency's Policy Committees. This report provides a summary of the EAC retreat sessions.

BACKGROUND:

SCAG's Role as Collaborator and Facilitator

SCAG President Wapner invited Greg Devereaux, retired and former Chief Executive Officer of the County of San Bernardino, to moderate the session regarding SCAG's Role as Collaborator and Facilitator, which involved a discussion of SCAG's mission, vision of the future, roles, and responsibilities. Key takeaways include:

- The agency builds relationships and should work proactively with stakeholders and legislators and provide a regional non-partisan forum for policy discussion.
- It is important that SCAG board members recognize the importance of visibility as they serve as leaders, ambassadors, and the "face of SCAG."
- Elected officials can facilitate a "ground up" approach in regional policymaking.
- SCAG has a role in providing educational information, outreach, and resources to decision-makers, stakeholders, and other audiences. To better utilize these resources, it would be beneficial for the agency to focus those resources on stakeholders and audiences that want to partner with SCAG.

Regional Council Districts Evaluation

President Wapner invited SCAG District Evaluation Subcommittee Chair and City of Rancho Cucamonga Mayor L. Dennis Michael for a discussion about the upcoming evaluation of Regional Council districts which is conducted every five years and is anticipated to be completed by the end of the calendar year of 2018, and to obtain direction from EAC as staff commences the evaluation process. Key takeaways include:

- Direction was provided to Subcommittee Chair Michael for the Subcommittee to consider issues such as equity, representation, voting, other processes or procedural matters, or best practices and whether or not to re-assess based on the geographical locations of contiguous cities.
- Further direction was provided for the Subcommittee to consider re-evaluating the population range for districts of 200,000- 300,000 (this range was previously approved in past cycles by the District Evaluation Subcommittee) to determine if adjustments to the range should be made based on the most recent Department of Finance population data (provided every five years).
- In developing factors for the increase or lowering of the threshold of the population range for each Regional Council district, a special emphasis should be placed on the importance of equal representation.
- Guidance that the Subcommittee work with and maintain the existing maximum number of 70 Regional Council districts per the SCAG Bylaws, noting the already large size of the Regional Council.

Policy Committee Roles and Responsibilities

Discussions relative to the Policy Committees focused on their respective roles and responsibilities, as well as the committees' functions, membership, and structure. Key takeaways include:

1. Policy Committees

- The agency should re-assess the relevance of the Policy Committees and evaluate whether or not to keep the current structure the same or make changes. In determining which matters will be of interest to SCAG and how they will relate to subregional and local issues, the agency needs to determine whether the current structure is relevant now and in the future.
- An update to the Brown Act is necessary to allow for the usage of modern videoconferencing technologies for Policy Committee meetings and eliminate requirement for roll call voting for video-conferenced meetings.
- It is important to recognize that that the Policy Committees are responsible for providing policy recommendations and that staff will handle the implementation of those recommendations.

2. Legislative Advocacy

-
- The role of Regional Council and Policy Committee members have in building relationships with legislators in both Sacramento and Washington is key to advancing the agency's legislative priorities.
 - SCAG should actively advocate on issues that are significant to members and applicable to the region.
 - Provide members with resources and briefing materials specific to legislation when scheduling meetings.

3. Value-Added Membership

- Provide training and education to elected officials to inform them of SCAG's function a centralized hub for information and a regional facilitator, as well as on programs, and topics of interest related to regionalism, and policy-making tools.
- Explore possibilities to generate a stream of revenue (e.g., the Western Riverside Council of Governments' HERO program).
- Provide a forum for business, community, and other stakeholders by opening all lines of communication.

FISCAL IMPACT:

None



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

MINUTES OF THE SPECIAL MEETING
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
MONDAY, AUGUST 20, 2018

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ ADMINISTRATION COMMITTEE (EAC).

The Executive/Administration Committee (EAC) of the Southern California Association of Governments (SCAG) held its Special Meeting at 900 Wilshire Boulevard, Suite 1700, Los Angeles, CA 90017 and at various teleconference and videoconference locations. A quorum was present.

Members Present

Hon. Alan Wapner, <i>Chair</i>	<i>Ontario</i>	SBCTA
Hon. Bill Jahn, <i>1ST Vice Chair</i>	<i>Big Bear Lake</i>	District 11
Hon. Randon Lane, <i>2ND Vice Chair</i>	<i>Murrieta</i>	District 5
Hon. Margaret E. Finlay, <i>Immediate Past Chair</i>	<i>Duarte</i>	District 35
Sup. Curt Hagman, <i>Chair, TC</i>		San Bernardino County
Hon. Cheryl Viegas-Walker, <i>Vice Chair, TC</i>	<i>El Centro</i>	District 1
Hon. Peggy Huang, <i>Chair, CEHD</i>		TCA
Sup. Linda Parks, <i>Chair, EEC</i>		Ventura County
Sup. Luis Plancarte, <i>Vice Chair, EEC</i>		Imperial County
Hon. Clint Lorimore, <i>Chair, LCMC</i>	<i>Eastvale</i>	District 4
Hon. Greg Pettis, <i>Vice Chair, LCMC</i>	<i>Cathedral City</i>	District 2
Hon. Frank Navarro, <i>President's Appt.</i>	<i>Colton</i>	District 6
Hon. Michele Martinez, <i>President's Appt.</i>	<i>Santa Ana</i>	District 16
Hon. Judy Mitchell, <i>President's Appt.</i>	<i>Rolling Hills Estates</i>	District 40
Hon. Carmen Ramirez, <i>President's Appt.</i>	<i>Oxnard</i>	District 45
Mr. Randall Lewis	<i>Lewis Group of Companies</i>	Business Representative

Member Not Present

Hon. Sabrina LeRoy	<i>San Manuel Band of Mission Indians</i>	Tribal Govt Reg'l Plng Board
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Attachment: Special Meeting Minutes of the EAC - August 20, 2018 (Special Meeting of the EAC - August 20, 2018)

Staff Present

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Honorable Alan D. Wapner, called the meeting to order at 11:00 a.m. and asked Second Vice President Randon Lane to lead the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

There was no public comment speaker.

REVIEW AND PRIORITIZE AGENDA ITEMS

There was no prioritization of agenda items.

CONSENT CALENDAR

Approval Items

1. Minutes of the Special Meeting – July 9, 2018
2. Approval for Additional Stipend Payments
3. Contracts \$200,000 or Greater: Contract No. 18-031-C01 Scenario Outreach Services (Envisioning and Engagement Strategist)
4. Contracts \$200,000 or Greater: Contract No. 18-026-C01 2020 Program Environmental Impact Report (PEIR) for the 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy (2020 RTP/SCS)
5. Contracts \$200,000 or Greater: Contract No. 18-034A Santa Ana Bike and Pedestrian Safety Education Campaign
6. Contracts \$200,000 or Greater: Contract No. 18-017-A Media Consultant Services
7. Legal Services Contract
8. SCAG Participation at the Sixth Annual Shenzhen International Low Carbon City Forum, September 17-22, 2018

Receive and File

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

10. CFO Monthly Report

Information Item

11. Proposed 2019 Schedule of Regional Council and Policy Committee Meetings

Councilmember Judy Mitchell noted a correction on the Attendance Report (page 6 of 88, Item No. 1 regarding the Minutes of the Meeting) that she was present at the June 20, 2018 EAC Retreat. President Wapner acknowledged the correction and asked staff to correct the record.

A MOTION was made (Jahn) to approve the Consent Calendar, Item Nos. 1 (as amended) through 10; and receive Information Item No. 11. Motion was SECONDED (Finlay) and passed by the following roll call votes:

FOR: Wapner, Jahn, Lane, Finlay, Huang, Parks, Hagman, Viegas-Walker, Lorimore, Pettis, Navarro, Martinez, Mitchell and Ramirez (14).

AGAINST: None (0).

ABSTAIN: None (0).

PRESIDENT’S REPORT

- President’s Memo - President Wapner announced the appointments of Ara Najarian, Glendale, representing San Fernando Valley Council of Governments, to the Transportation Committee (TC); and Maria Davila, South Gate, representing Gateway Cities Council of Government, to the Energy and Environment Committee (EEC).
- As a follow-up to the EAC Retreat, President Wapner addressed the policy committees’ Chairs and Vice Chairs to be actively engaged with developing their respective committee agendas by meeting and conferring with staff and allowing for time to be dedicated for policy discussions before the agenda is publicly noticed. President Wapner emphasized the importance that SCAG continue maintaining its responsibility as collaborator, facilitator and mediator for all the subregions and taking advantage of bringing parties together to discuss policy issues. TC Vice Chair Cheryl Walker asked that an opportunity be provided to the policy committees’ Chairs and Vice Chairs to review draft agendas and provide comments. Darin Chidsey, Chief Operating Officer, acknowledged the request and will also share an agenda outlook containing items and topics that are being planned for future policy committee meetings to obtain feedback and meet the expectation of the Chairs and Vice Chairs. President Wapner also noted the reformation of the following: an Aviation Task Force, comprised of members of the Regional Council that are sitting on the governing authority of the commercial airport within their city or, if not available, reaching-out to the airport authority to appoint a member; and an Aviation Technical Advisory Committee (ATAC) comprised of technical staff of the airports in the SCAG Region including San Diego. President Wapner clarified the objective is to bring a network of commercial airports in the SCAG region—including

San Diego—with the exception of joint-use airports but not military sites while keeping an inclusive process. He also stated the goal of creating a network or system of airports to work together without the competitive aspect. Additionally, President Wapner announced that at the September meeting, he will be appointing members to the Emerging Technologies Committee, a subcommittee of the Regional Council, and to let him or staff know if interested in serving.

- LCMC Chair Clint Lorimore thanked the Officers and acknowledged the LCMC staff for their effort in collaborating and working on the agenda.
- In reference to Agenda Item No. 11 regarding the Proposed 2019 Schedule of Regional Council and Policy Committee meetings, President Wapner noted leaving the January 3, 2019 as a regular meeting date while scheduling a dark month in July 4, 2019 due to a holiday.

EXECUTIVE DIRECTOR’S REPORT

On behalf of Executive Director Hasan Ikhata, Darin Chidsey, Chief Operating Officer, reported that SCAG staff has been busy during the summer months due to the following activities: coordination of the Public Hearing on the Draft 2019 Federal Transportation Improvement Program and Draft Amendment #3 to the 2016 RTP/SCS; Caltrans audit report and notification of the Audit Committee for periodic updates; represented SCAG at an NBC Channel 4 News interview that aired on August 15, 2018 regarding Los Angeles Roads are Costing Drivers Thousands of Dollars Per Year Study; and implementation of a new electronic voting system for an initial roll-out at the EAC meeting in September.

ANNOUNCEMENTS

None.

FUTURE AGENDA ITEMS

None.

ADJOURNMENT

There being no further business, Chair Wapner adjourned the meeting at 11:20 a.m.

[MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE EAC]

Executive/Administration Committee (EAC) Attendance Report

2018

MEMBERS	CITY	Representing	Jan (SpM)	Feb	Mar	Apr	May	Jun	Jun (Retreat)	Jul (SpM)	Aug (SpM)	Sept	Oct	Nov	Dec	Total M Attend To Dat
Alan D. Wapner (CHAIR)	Ontario	SBCTA	1	1	1	1		1	1	1	1					8
Bill Jahn (1st VICE CHAIR)	Big Bear Lake	District 11	1	1	1	1		1	1	1	1					8
Randon Lane (2nd VICE CHAIR)	Murrieta	District 5	0	1	1	1		1	1	1	1					7
Margaret E. Finlay (IMM. PAST CHAIR)	Duarte	District 35	1	1	1	1		1	1	1	1					8
Peggy Huang (CEHD Chair)	Yorba Linda	TCA						1	1	1	1					4
VACANT (CEHD Vice Chair)								0	0	0	0					0
Linda Parks (EEC Chair)		Ventura County	1	1	1	1		1	1	1	1					8
Luis Plancarte (EEC Vice Chair)		Imperial County						1	1	1	0					3
Curt Hagman (TC Chair)		San Bernardino County	1	1	1	1		1	1	0	1					7
Cheryl Viegas-Walker (TC Vice Chair)	El Centro	District 1	1	1	1	1		1	1	1	1					8
Clint Lorimore (LCMC Chair)	Eastvale	District 4	1	1	1	1		1	1	1	1					8
Greg Pettis (LCMC Vice Chair)	Cathedral City	District 2	1	1	1	1		1	0	1	1					7
Frank Navarro (Pres. Appointment)	Colton	District 6						1	1	1	1					4
Michele Martinez (Pres. Appointment)	Santa Ana	District 16	1	1	1	1		1	0	0	1					6
Judy Mitchell (Pres. Appointment)	Rolling Hills Estates	District 40						1	1	0	1					3
Carmen Ramirez (Pres. Appointment)	Oxnard	District 45	1	1	1	1		1	1	1	1					8
Randall Lewis (Ex-Officio Member)		Business Representative	1	1	1	1		1	1	1	1					8
Sabrina LeRoy (Tribal Govt Plng Board)		San Manuel Band of MI	0	1	1	0		0	0	0	0					2

Attachment: Special Meeting Minutes of the EAC - August 20, 2018 (Special Meeting of the EAC - August



**2019 REGULAR MEETING SCHEDULE OF THE
REGIONAL COUNCIL AND POLICY COMMITTEES**
(APPROVED BY THE REGIONAL COUNCIL: _____)

ALL REGULAR MEETINGS ARE SCHEDULED ON THE 1ST THURSDAY OF EACH MONTH.

**Unless otherwise noted, all meetings will be held at:
SCAG Headquarters Office, Wilshire Grand Center
900 Wilshire Boulevard, Suite 1700, Los Angeles, CA 90017**

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ASSOCIATION OF GOVERNMENTS
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REGIONAL COUNCIL OFFICERS

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Corridor Agencies

Energy & Environment
Linda Parks, Ventura County

Transportation
Curt Hagman, San Bernardino
County

Executive/ Administration Committee (EAC)	Community, Economic and Human Development Committee (CEHD)	Energy and Environment Committee (EEC)	Transportation Committee (TC)	Regional Council (RC)
Policy Room B 9AM – 10AM	Policy Room B 10AM – 12PM	Policy Room A 10AM – 12PM	Board Room 10AM – 12PM	Board Room 12:15PM – 2PM
January 3, 2019 (Dark)				
February 7, 2019				
March 7, 2019				
April 4, 2019				
May 2 - 3, 2019 SCAG 2019 REGIONAL CONFERENCE AND GENERAL ASSEMBLY LOCATION: JW MARRIOTT DESERT SPRINGS RESORT & SPA, 74-855 COUNTRY CLUB DRIVE, PALM DESERT, CA 92260				
June 6, 2019				
July 4, 2019 (HOLIDAY / Dark)				
August 1, 2019				
September 5, 2019				
October 3, 2019 [Note: League of CA Cities Annual Conference, Long Beach, CA; Oct. 16 - 18]				
November 7, 2019				
December 5, 2019 [NOTE: SCAG 9TH ANNUAL ECONOMIC SUMMIT, IN LIEU OF THE REGULARLY SCHEDULED MEETINGS LOCATION: INTERCONTINENTAL DOWNTOWN LOS ANGELES HOTEL]				

Attachment: 2019 Schedule of Meetings (2019 Schedule of Regional Council and Policy Committee Meetings)



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 6, 2018

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

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 August 21, 2018, the Legislative/Communications & Membership Committee (LCMC) recommended approval of up to \$58,217 in memberships for the: 1) California Association of Councils of Governments (\$42,717); 2) Eno Center for Transportation (\$10,500); and 3) Los Angeles County Business Federation (\$5,000); and up to \$30,000 in sponsorships for 4) LA CoMotion’s 2018 Leadership Conference (\$10,000); and 5) UCLA Lewis Center and Institute of Transportation Studies 28th Annual Lake Arrowhead Symposium (\$20,000).

BACKGROUND:

Item 1: California Association of Councils of Governments

Type: Membership **Amount:** \$42,717

Established in 1977, the California Association of Councils of Governments (CALCOG) is a statewide association representing 46 regional planning agencies working to assist each member in developing capacity to serve its own members’ needs for regional coordination and policy development. CALCOG’s members serve as a forum for local governments to prepare regional plans, set regional transportation policy, strengthen the effectiveness of local government, and develop and maintain regional databases.

CALCOG works with and through its members to:

- Review plans, and policies on subjects agreed upon by members;
- Coordinate policy development as appropriate to the League of California Cities, the California State Association of Counties, the National Association of Regional Councils, and the Association of Metropolitan Planning Organizations;

- Promote more effective planning at the regional level;
- Conduct statewide workshops and conferences which provide members with an ideal opportunity to discuss key issues and learn from recognized experts in various fields; and
- Provide an informational clearinghouse on issues of concern to the regions and state.

The FY 2018-2019 annual dues are \$42,717. Given the vast quantity of legislation and policies related to regional issues and sustainable communities, CALCOG membership has become increasingly valuable to SCAG. CALCOG provides a strong voice for regional organizations in Sacramento. This year, CALCOG has assumed a leadership role in representing regional agencies on proposed legislation relating to the Regional Housing Needs Assessment and has been successful in reducing the impact of those proposals.

Former SCAG President Greg Pettis is currently the First Vice President of CALCOG and SCAG President Alan Wapner (SBCTA) and RC Members Jan Harnik (RCTC), Cheryl Viegas-Walker (El Centro), and Kris Murray (Anaheim) also serve as CALCOG Directors. Hasan Ikhata serves on the Executive Director Committee.

Item 2: Eno Center for Transportation

Type: Membership **Amount:** \$10,500

The Eno Center for Transportation's mission is to seek continuous improvement in transportation and its public and public private leadership in order to increase the system's mobility, safety, and sustainability. Eno works across all modes of transportation, with the mission of cultivating creative and visionary leadership for the sector. They pursue this mission by supporting activities in their Center for Transportation Policy (CTP) and their Center for Transportation Leadership (CTL).

Eno Transportation Weekly (ETW), a weekly roundup of transportation and infrastructure related news and analyses, provides valuable information to SCAG staff on policy and legislation making its way through Washington D.C. ETW's thorough and high-quality analyses cover different topics, including transportation reauthorization bills, competitive grant programs, proposed budgets for federal departments, and discussion of new and emerging technologies in the transportation sector.

SCAG staff recommends that the agency maintain membership at the "Gold Connector" level. Although this level of membership typically costs organizations \$15,000, SCAG receives a 30-percent discount as a government agency, thus bringing the amount down to \$10,500. This membership provides the agency with the following benefits:

- Ten (10) complimentary subscriptions to Eno Transportation Weekly (ETW);
- Complimentary half-page color advertisement in ETW;
- Opportunity to contribute relevant articles to ETW;
- Exclusive participation in Eno Working Group projects;
- One (1) "Signature" sponsorship table at Eno's Annual Future Leaders Development Conference Fundraising Dinner;

- Six (6) daily rate tuition waivers for Eno Center for Transportation Leadership training courses;
- Special membership discounts to events, training courses and publications;
- Priority access to limited-space events and webinars;
- Access to member-only content via Member Portal;
- Job and RFP viewing and posting permission on Eno Career and Workforce Center;
- Access to online Membership Directory
- Monthly Member-only expert-led Policy Calls on current and breaking news events, policy, and legislation;
- Access to the Eno Transportation Library; and
- Discounted fees for specialized Eno services (e.g., consultation, facilitation, resource support, custom reports, technical assistance, etc.).

Item 3: Los Angeles County Business Federation (BizFed)

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

The Los Angeles County Business Federation (BizFed) is made up of more than 170 business organizations representing over 390,000 employers throughout Los Angeles County, along with Southern California's leading civic-minded corporations and public agencies. The organization advocates for policies and projects that strengthen the regional economy. This membership will allow SCAG access to utilize BizFed's massive business networks to actively promote SCAG's initiatives such as the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), Southern California Economic Summit, and other planning activities.

At the special meeting of the Executive Administration Committee (EAC) held on July 9, 2018, a membership to BizFed in the amount of \$5,000 was approved. Subsequent negotiations, however, have produced a new framework for SCAG's membership in BizFed that provide upgraded benefits to the agency. As a result, SCAG staff recommends that SCAG elevate its membership to BizFed to the "Silver" level and approve additional membership dues above what the EAC approved in July. Additional membership dues in the amount of \$5,000—bringing the agency's total membership dues to BizFed to \$10,000 for this year—would provide SCAG with the following:

- Priority participation at small group meetings and in BizFed's Leadership Roundtable Series with high level elected officials;
- Hosting of one of BizFed's Leadership Roundtables, including speaking opportunity and SCAG logo branding;
- Hosting BizFed's December Board meeting, including three validated parking spots, AV, and lunch for approximately 60 people;
- Logo branding at and five (5) tickets to BizFed's Annual Freshman Policymakers Party;
- A seat on BizFed's Advisory Committee to help determine Leadership Roundtable targeted policymakers;
- Up to five (5) representatives from SCAG to have access to all BizFed intelligence sharing, committees, meetings, and events;
- Ability to educate business and elected leaders on policy issues and request support from the

- BizFed Board;
- One (1) voting seat on the BizFed Board of Directors;
- One (1) voting seat on the BizFed Advocacy Committee; and
- SCAG logo branding in all printed materials and online assets.

Item 4: LA CoMotion's 2018 Leadership Conference

Type: Sponsorship **Amount:** \$10,000

The LA CoMotion 2018 Leadership Conference will be held from November 15-18, 2018 and will provide a space to showcase, test, and experience the future of mobility. LA CoMotion is the leading global conference and expo focused on New Mobility. It is an initiative of the NewCities Foundation, the Montreal-based non-profit institution dedicated to improving the quality of life and work in 21st century cities around the world. LA CoMotion has the support of L.A. Mayor Eric Garcetti, the Los Angeles County Metropolitan Transportation Authority (Metro), the International Organization for Public Transport Authorities (UITP), and other leading city, state, national, and international organizations, both public and private. Over a thousand international leaders, including mayors, policymakers, CEOs, leading researchers, innovators, non-profit, and civil society leaders, will gather to discuss the nexus of innovation, business, and policy as they pertain to mobility.

SCAG sponsored this event last year and the feedback was very positive due to the integration of the agency's *GoHuman* campaign. SCAG staff recommends sponsorship of this event in the amount of \$10,000, which will provide SCAG with the following:

- SCAG to be branded as an LA CoMotion Institutional Partner, which includes branding on websites, print, marketing materials, social media channels, and on-site signage;
- SCAG given the opportunity to host a workshop or an expert meeting to be integrated within the program of LA CoMotion's 2018 Leadership Conference;
- Five (5) admission passes for senior SCAG executives and leadership team and/or clients to the thought-leadership conference and for the duration of the event;
- Possibility of integrating and showcasing SCAG's assets throughout LA CoMotion (i.e. Parklets, GoHuman Campaign, etc.); and
- SCAG news to be shared on CoMotion newsletters Specifically, possibility for SCAG to contribute original Mobility perspectives (op-eds) to be included on the CoMotion newsletter and shared by LA CoMotion social media channels.

Item 5: University of California, Los Angeles Lewis Center and Institute of Transportation Studies
28th Annual Lake Arrowhead Symposium

Type: Sponsorship **Amount:** \$20,000

Each year, the University of California, Los Angeles (UCLA) Lewis Center and Institute of Transportation Studies Program holds a symposium dealing with regional and public policy issues. This year's Symposium—*From Public Transit to Public Mobility*—will take place from October 14-16, 2018 at the UCLA Lake Arrowhead Conference Center and convenes a diverse and intimate group of influential policymakers, private sector stakeholders, public sector analysts, consultants, advocates,

and researchers to delve into the pressing public policy challenges at the nexus of transportation, land use, and the environment. SCAG has been a sustaining co-sponsor for this program, which enables SCAG to maintain membership on the 2018-2019 Arrowhead Steering Committee and directly help plan and evaluate the event, including suggesting topics and speakers and nominating experts to attend the Symposium consistent with SCAG goals.

SCAG staff recommends that the agency sponsor the event at the “Arrowhead Diamond Sponsor” level in the amount of \$20,000, which provides SCAG with the following:

- Six (6) complementary registrations;
- Four (4) 50% off registrations; and
- One day of the symposium will be presented by SCAG.

FISCAL IMPACT:

\$88,217 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
September 6, 2018

To: Executive/Administration Committee (EAC) **EXECUTIVE DIRECTOR'S**
Regional Council (RC) **APPROVAL**

From: Basil Panas, Chief Financial Officer, Budget & Grants, 213-236-1817, panas@scag.ca.gov 

Subject: Amendment 2 to the Fiscal Year 2018-19 Comprehensive Budget

RECOMMENDED ACTION:

Adopt Resolution No. 18-603-1 approving Amendment 2 to the FY 2018-19 Comprehensive Budget and authorize the Executive Director, or his designee, to submit the necessary documentation to the California Department of Transportation (Caltrans), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA).

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:

On May 3, 2018, the Regional Council approved the FY 2018-19 Comprehensive Budget of \$90.3 million including the Overall Work Program (OWP) and the General Fund Budget. On July 9, 2018, the Executive Administration Committee (EAC), acting on behalf of the Regional Council, approved an administrative amendment to the OWP for a net increase of \$50,000 to the budget.

Staff recommends that the Regional Council approve a second amendment to the FY 2018-19 Comprehensive Budget in the amount of \$0.4 million, increasing the budget from \$90.3 million to \$90.7 million. This amendment reflects necessary corrections to the FY 2018-19 Indirect Cost Allocation Plan (ICAP) as required by Caltrans to comply with federal requirements. The adjustments to the ICAP resulted in a revised indirect cost rate of 93.55%.

BACKGROUND:

On May 3, 2018, the Regional Council approved the FY 2018-19 Final Comprehensive Budget which included the Overall Work Program (OWP) and the General Fund Budget. Shortly after, on May 9, 2018, SCAG submitted its proposed FY 2018-19 ICAP to Caltrans, Independent Office of Audits and Investigations (IOAI) as required by Title 2 Code of Federal Regulations Part 200. IOAI informed SCAG on June 20, 2018, that the FY 2018-19 ICAP had been rejected because: 1) Work time for Finance staff was incorrectly budgeted in OWP projects; and 2) the ICAP included an adjustment for under-recovery for FY 2016-17 that IOAI determined cannot be included and will be settled separately as part of the ICAP audit. The necessary corrections were made in the FY 2018-19 ICAP to comply with federal requirements, resulting in a revised indirect cost rate of 93.55% compared to 93.29%.

DISCUSSION:

Staff recommends that the Regional Council approve a second amendment to the FY 2018-19 Comprehensive Budget, increasing the budget from \$90.3 million to \$90.7 million. Table 1 provides a summary of revenue sources in the FY 2018-19 Comprehensive Budget. The revenue in Amendment 1 increased by \$50,000 local funds from the Los Angeles County Metropolitan Authority (Metro) to support the Comparative Analysis of Existing Bike Share Programs in Los Angeles County. The adjustments in Amendment 2 are primarily due to: 1) Shifting Finance staff time from the OWP budget to the Indirect Cost budget, resulting in a decrease of \$0.7 million in TDA funds; and 2) Removing the Indirect Cost under-recovery of \$1.1 million for FY 2016-17 as required by Caltrans. Additionally, minor adjustments in other federal and state grants were made as a result of the indirect cost allocation. The changes in Amendment 2 result in a net budget change of \$0.4 million.

Table 1. FY 2018-19 Revenues

REVENUE	ADOPTED	AMEND #1	DIFFERENCE	AMEND #1	AMEND #2	DIFFERENCE
FHWA PL	\$ 22,824,617	\$ 22,824,617	\$ -	\$ 22,824,617	\$ 22,824,617	\$ -
FTA 5303	\$ 9,660,755	\$ 9,660,755	\$ -	\$ 9,660,755	\$ 9,660,755	\$ -
FEDERAL OTHER	\$ 5,465,168	\$ 5,465,168	\$ -	\$ 5,465,168	\$ 5,465,264	\$ 96
SB 1 FORMULA GRANT	\$ 9,600,848	\$ 9,600,848	\$ -	\$ 9,600,848	\$ 9,600,848	\$ -
STATE OTHER	\$ 7,400,230	\$ 7,400,230	\$ -	\$ 7,400,230	\$ 7,400,557	\$ 327
FTA 5312/5339	\$ 12,169,423	\$ 12,169,423	\$ -	\$ 12,169,423	\$ 12,169,463	\$ 40
TDA	\$ 7,158,289	\$ 7,158,289	\$ -	\$ 7,158,289	\$ 6,480,590	\$ (677,699)
CASH/LOCAL OTHER	\$ 10,944,596	\$ 10,994,596	\$ 50,000	\$ 10,994,596	\$ 10,994,596	\$ -
IN-KIND COMMITMENTS	\$ 3,514,110	\$ 3,514,110	\$ -	\$ 3,514,110	\$ 3,503,143	\$ (10,967)
GENERAL FUND	\$ 2,610,612	\$ 2,610,612	\$ -	\$ 2,610,612	\$ 2,610,612	\$ -
INDIRECT COST CARRYFORWARD	\$ (1,028,659)	\$ (1,028,659)	\$ -	\$ (1,028,659)	\$ -	\$ 1,028,659
TOTAL	\$ 90,319,989	\$ 90,369,989	\$ 50,000	\$ 90,369,989	\$ 90,710,445	\$ 340,456

Table 2 provides a summary of expenditures in the FY 2018-19 Comprehensive Budget.

Table 2. FY 2018-19 Expenditures

EXPENDITURES	ADOPTED	AMEND #1	DIFFERENCE	AMEND #1	AMEND #2	DIFFERENCE
SALARIES	\$ 15,779,498	\$ 15,679,498	\$ (100,000)	\$ 15,679,498	\$ 15,679,498	\$ -
CONSULTANTS	\$ 32,518,087	\$ 32,250,134	\$ (267,953)	\$ 32,250,134	\$ 32,231,134	\$ (19,000)
PASS THROUGH PAYMENTS	\$ 12,075,472	\$ 12,075,472	\$ -	\$ 12,075,472	\$ 12,075,472	\$ -
CASH/LOCAL OTHER	\$ 10,944,596	\$ 10,994,596	\$ 50,000	\$ 10,994,596	\$ 10,994,596	\$ -
IN-KIND COMMITMENTS	\$ 3,514,110	\$ 3,514,110	\$ -	\$ 3,514,110	\$ 3,503,143	\$ (10,967)
OTHER COSTS	\$ 14,782,399	\$ 15,150,352	\$ 367,953	\$ 15,150,352	\$ 15,520,775	\$ 370,423
CAPITAL & DEBT SERVICE	\$ 705,827	\$ 705,827	\$ -	\$ 705,827	\$ 705,827	\$ -
Total	\$ 90,319,989	\$ 90,369,989	\$ 50,000	\$ 90,369,989	\$ 90,710,445	\$ 340,456

FISCAL IMPACT:

This amendment to the FY 2018-19 Comprehensive Budget results in an increase of \$340,456, from \$90,369,989 to \$90,710,445. After approval by the Regional Council, the revised budget will be submitted to Caltrans for review and approval.

ATTACHMENT(S):



-
1. Resolution No. 18-603-1
 2. FY 2018-19 Comprehensive Budget
 3. FY 2018-19 OWP is available on the SCAG website:
<http://scag.ca.gov/about/Pages/Overall%20Work%20Program.aspx>



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

RESOLUTION NO. 18-603-1

**A RESOLUTION OF THE SOUTHERN CALIFORNIA
ASSOCIATION OF GOVERNMENTS (SCAG)
APPROVING AMENDMENT 2 TO THE FISCAL YEAR 2018-19
COMPREHENSIVE BUDGET**

REGIONAL COUNCIL OFFICERS

President
Alan D. Wapner, Ontario

First Vice President
Bill Jahn, Big Bear Lake

Second Vice President
Randon Lane, Murrieta

Immediate Past President
Margaret E. Finlay, Duarte

COMMITTEE CHAIRS

Executive/Administration
Alan D. Wapner, Ontario

Community, Economic &
Human Development
Vacant

Energy & Environment
Linda Parks, Ventura County

Transportation
Curt Hagman, San Bernardino County

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 has developed the Fiscal Year (FY) 2018-19 Comprehensive Budget that includes the following budget components: the General Fund Budget; the Overall Work Program (OWP); the Indirect Cost Budget (ICAP); and the Fringe Benefits Budget; and

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

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

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

WHEREAS, SCAG’s Regional Council approved the Comprehensive Budget for FY 2018-19 in May 2018; and

WHEREAS, this Amendment 2 to the FY 2018-19 Comprehensive Budget will result in a budget increase of \$340,456, from \$90,369,989 to \$90,710,445; and

WHEREAS, Amendment 2 to the FY 2018-19 Comprehensive Budget, along with its corresponding staff report and this resolution, has been reviewed and discussed by SCAG’s Regional Council on September 6, 2018.

Attachment: Resolution No. 18-603-1 (Amendment 2 to the FY 2018-19 Comprehensive Budget)

NOW THEREFORE, BE IT RESOLVED by the Regional Council of the Southern California Association of Governments, that Amendment 2 to the FY 2018-19 Comprehensive Budget is approved and adopted.

BE IT FURTHER RESOLVED THAT:

1. The Regional Council hereby authorizes submittal of Amendment 2 to the FY 2018-19 Comprehensive Budget to the participating State and Federal agencies.
2. SCAG pledges to pay or secure in cash or services, or both, the matching funds necessary for financial assistance.
3. The SCAG Executive Director, or in his absence, the Chief Financial Officer, is hereby designated and authorized to execute all related agreements and other documents on behalf of the Regional Council.

PASSED, APPROVED AND ADOPTED by the Regional Council of the Southern California Association of Governments at its regular meeting this 6th day of September, 2018.

Alan D. Wapner
President, SCAG
Mayor pro Tem, City of Ontario

Attested by:

Hasan Ikhata
Executive Director

Approved as to Form:

Joann Africa
Chief Counsel



Comprehensive Budget

FISCAL YEAR 2018-2019

September
2018

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Southern California Association of Governments

Comprehensive Budget

Fiscal Year 2018-19

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Comprehensive Budget

FISCAL YEAR 2018-2019

SECTION I

Overview

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Organization

Introduction

This document contains the Southern California Association of Governments (SCAG) or Association Comprehensive Budget for Fiscal Year 2018-19.

The annual budget for consists of:

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

Organization

SCAG Organization

The Southern California Association of Governments (SCAG), founded in 1965, is a Joint Powers Authority under California state law, established as an association of local governments and agencies that voluntarily convene as a forum to address regional issues. Under federal law, SCAG is designated as a Metropolitan Planning Organization (MPO) and under state law as the Multicounty Designated Transportation Planning Agency for the six (6) county Southern California region. Through SCAG, city and county governments throughout Southern California come together to develop solutions to common problems in transportation, housing, air quality, and other issues.

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

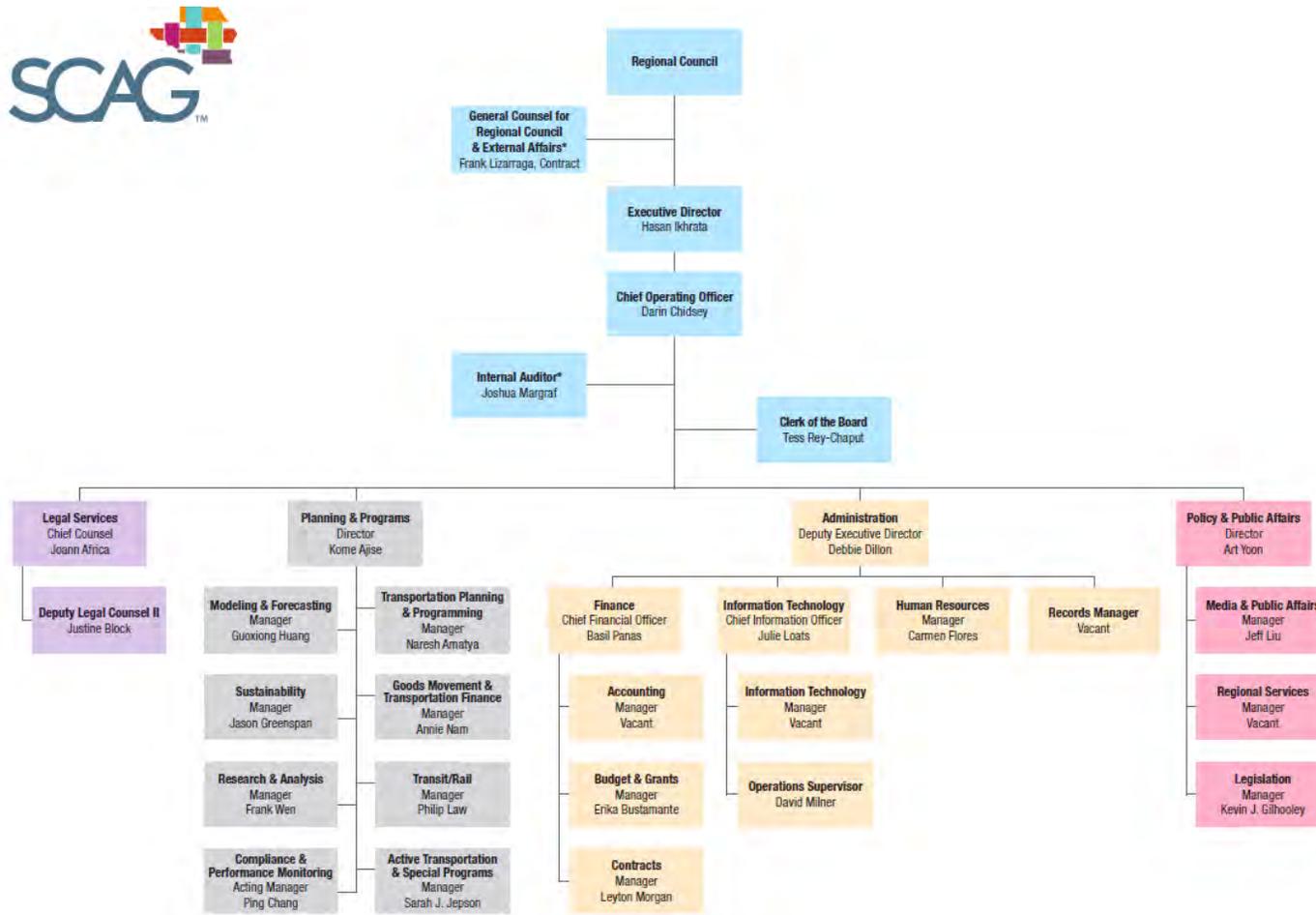
SCAG's primary responsibilities include: the development of the Regional Transportation Plan (RTP), which includes the Sustainable Communities Strategy (SCS); the Federal Transportation Improvement Program (FTIP); the annual Overall Work Program (OWP); and the transportation-related portions of local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

In addition to the six (6) counties and 191 cities that make up SCAG's region, there are six (6) County Transportation Commissions (CTCs) that hold the primary responsibility for programming and implementing transportation projects, programs and services in their respective counties. The agency also operates via a number of critical partnerships at the local, state and federal levels. In addition to its federal and state funding partners (Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, California Transportation Commission, California Department of Transportation, etc.), SCAG's planning efforts are closely coordinated with regional transit operators, Tribal Governments and fifteen sub-regional Councils of Governments (COGs) or joint power agencies that represent SCAG's cities and counties.

The framework for developing the FY 2018-19 Comprehensive Budget is SCAG's multi-year Strategic Plan that focuses on SCAG's vision and priorities and improves the organization and its operations. The FY 2018-19 Comprehensive Budget supports Strategic Plan Goal #7 – Secure funding to support agency priorities to effectively and efficiently deliver work products. All the work programs funded in the budget support at least one of the seven Strategic Plan Goals.

Organization

SCAG Organization Chart



* Takes direction from the Regional Council

Strategic Plan

Strategic Plan Components

Vision Statement

Southern California's Catalyst for a Brighter Future.

Mission Statement

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

Core Values

Be Open

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

Lead by Example

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

Make an Impact

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

Be Courageous

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

Strategic Plan

Strategic Plan Goals

GOAL #1

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

Objectives

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

GOAL #2

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

Objectives

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

GOAL #3

Be the foremost data information hub for the region.

Objectives

- A. Develop and maintain models, tools, and data sets that support innovative plan development, policy analysis and project implementation.
- B. Become the information hub of Southern California by improving access to current, historical, local, and regional data sets that reduce the costs of planning and increase the efficiency of public services.
- C. Allocate resources to accelerate public sector innovation related to big data, open data and smart communities with a focus on social equity in the deployment of new technologies across the region.

Strategic Plan

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

GOAL #4

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

Objectives

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

GOAL #5

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

Objectives

- A. Integrate the Strategic Plan into SCAG's day-to-day operations by defining roles and responsibilities across the agency.
- B. Prioritize a diverse and cooperative environment that supports innovation, allows for risk-taking, and provides opportunities for employees to succeed.
- C. Encourage interdepartmental collaboration through the use of formal and informal communication methods.
- D. Adopt and support enterprise-wide data tools to promote information sharing across the agency.
- E. Anticipate future organizational needs of the agency by developing a systematic approach to succession planning that ensures leadership continuity and cultivates talent.
- F. Invest in employee development by providing resources for training programs, internal mentorship opportunities, and partnerships with universities.

Strategic Plan

- G. Foster a culture of inclusion, trust, and respect that inspires relationship-building and employee engagement.

GOAL #6

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

Objectives

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

GOAL #7

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

Objectives

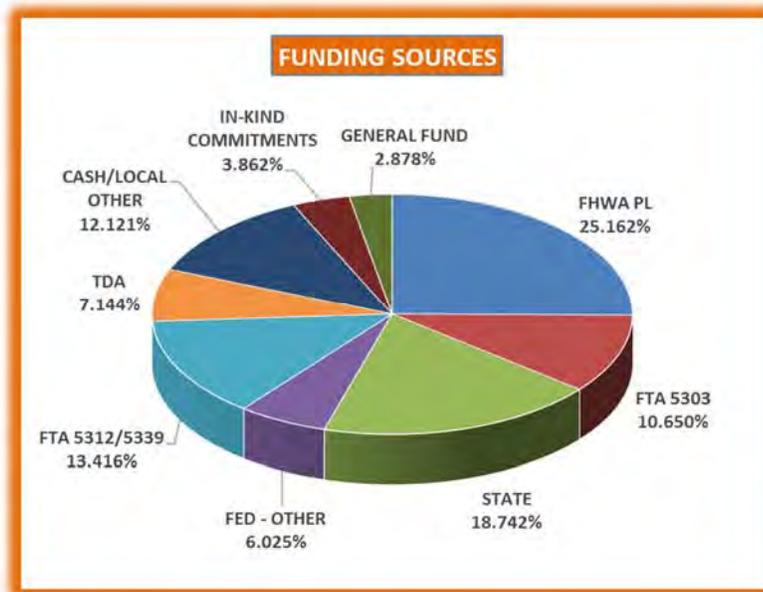
- A. Pursue innovative funding opportunities for planning and infrastructure investments.
- B. Maximize efficiency and effectiveness in resource allocation to maintain adequate working capital, appropriate reserves, and investments, and utilize resources in a timely and responsible fashion.
- C. Pioneer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

Comprehensive Budget

FY 2018-19 Comprehensive Budget

How the Budget is Funded

SCAG receives most of its funding from the Federal Consolidated Planning Grant (CPG) which consists of Metropolitan Planning Funds from the Federal Highway Administration (FHWA PL) and Federal Transit Administration (FTA Section 5303). More information on CPG is detailed on page 15. The following chart illustrates the source and relative value of SCAG's funding sources.



*May not total 100.00% due to rounding

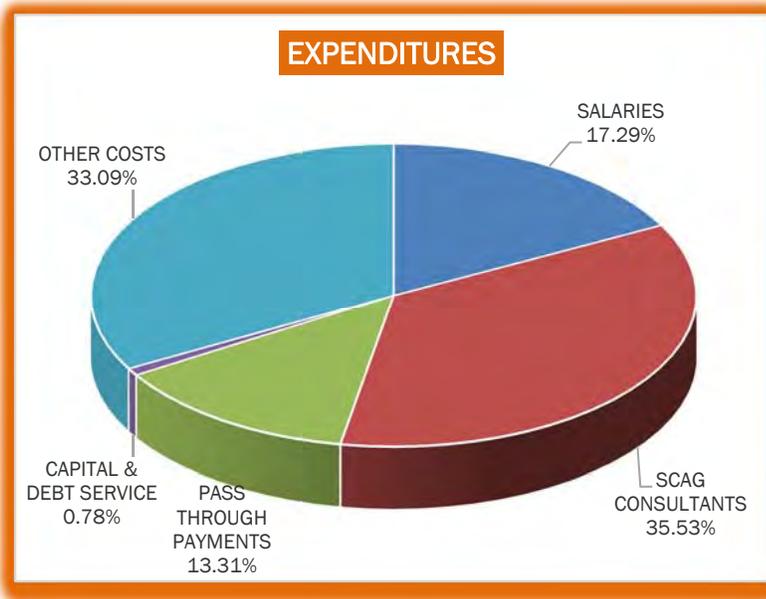
Funding Sources	Amount
FHWA PL	22,824,617
FTA 5303	9,660,755
STATE	17,001,405
FED - OTHER	5,465,264
FTA 5312/5339	12,169,463
TDA	6,480,590
CASH/LOCAL OTHER	10,994,596
IN-KIND COMMITMENTS	3,503,143
GENERAL FUND	2,610,612
TOTAL REVENUES	90,710,445

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Comprehensive Budget

How the Budget is Allocated

SCAG allocates its budget into four major categories. The following chart illustrates the relative values of each category.



Expenditures	Amount
SALARIES	\$ 15,679,498
SCAG CONSULTANTS	32,231,134
PASS - THROUGH PAYMENTS	12,075,472
CAPITAL & DEBT SERVICE	705,827
OTHER COSTS*	30,018,514
TOTAL EXPENDITURES	\$90,710,445

*Other includes benefits, direct and indirect non-labor costs (see page 12)

Comprehensive Budget

Comprehensive Line Item Budget: FY17 through FY19

GL Account	Line Item	FY17 Actuals	FY18 Amend No. 1	FY19 Adopted	FY19 Amend No. 2	% Incr. (Decr)
500XX	Staff	14,468,552	\$ 14,778,001	\$ 15,779,498	\$ 15,679,498	-1%
54300	SCAG consultant	10,496,007	13,204,288	32,518,087	32,231,134	-1%
54340	Legal	234,211	155,000	305,000	280,000	-8%
54360	Pass-Through Payments	4,130,075	3,525,186	12,075,472	12,075,472	0%
55210	Software support	574,491	690,147	732,211	700,309	-4%
55220	Hardware support	106,523	66,253	86,000	86,000	0%
55240	Repair - maintenance	41,676	15,000	15,000	15,000	0%
5528X	3rd party contribution	3,172,766	3,317,551	4,567,848	4,556,881	0%
55310	Furniture & Fixture Principal	-	-	231,850	231,850	0%
55315	Furniture & Fixture Interest	-	-	49,426	49,426	0%
55320	Audio-visual Equipment Principal	-	-	102,665	102,665	0%
55325	Audio-visual Equipment Interest	-	-	21,886	21,886	0%
55400	Office rent / Operating expense	1,643,221	830,000	724,350	724,350	0%
55410	Office rent satellite	150,701	245,883	245,883	245,883	0%
55415	Off-site Storage	-	-	2,500	2,500	0%
55420	Equipment leases	86,550	120,000	120,000	120,000	0%
55425	Lease Obligation Payment		1,555,787	-	-	
55430	Equipment repair-maintenance	60,566	26,500	26,500	26,500	0%
55435	Security Services	96,653	100,000	100,000	100,000	0%
55440	Insurance	174,857	199,089	199,089	199,089	0%
55441	Payroll / bank fees	29,867	29,500	27,500	27,500	0%
55445	Taxes	4,849	6,200	5,000	5,000	0%
55460	Materials & equipment < \$5,000	144,636	14,000	14,000	14,000	0%
55510	Office supplies	81,782	99,300	98,800	93,800	-5%
55520	Graphic supplies	7,976	7,500	7,500	7,500	0%
55530	Telephone	178,371	170,000	170,000	170,000	0%
55540	Postage	10,134	10,000	10,000	10,000	0%
55550	Delivery services	5,918	-	-	-	
55600	SCAG memberships	178,220	222,150	210,450	200,450	-5%
55610	Professional memberships	11,396	11,500	11,500	11,500	0%
55620	Resource materials / subscriptions	427,997	707,840	988,756	988,756	0%
55700	Depreciation - furniture & fixture	38,110	10,000	232,000	232,000	0%
55710	Depreciation - computer	17,126	120,000	35,000	35,000	0%
55715	Amortization - software	161,873	250,000	250,000	250,000	0%
55720	Amortization - lease	7,534	37,500	70,000	70,000	0%
55730	Capital outlay		2,400,000	300,000	300,000	0%
55800	Recruitment - advertising	10,968	20,000	20,000	20,000	0%
55801	Recruitment - other	43,434	38,000	38,000	38,000	0%
55810	Public notices	47,562	2,500	58,500	58,500	0%
55820	Staff training		84,500	20,000	20,000	0%
55830	Networking Meetings/Special Events	35,006	30,000	30,000	30,000	0%
55840	Training Registration	-	-	65,000	65,000	0%
55860	Scholarships	24,000	32,000	32,000	32,000	0%
55910	RC/committee meetings	5,199	25,000	25,000	20,000	-20%
55912	RC Retreat	9,796	5,000	5,000	5,000	0%
55914	RC General Assembly	496,545	500,000	375,000	375,000	0%

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Comprehensive Budget

Comprehensive Line Item Budget: FY17 thru FY19 (continued)

GL Account	Line Item	FY17 Actuals	FY18 Amend No. 1	FY19 Adopted	FY19 Amend No. 2	% Incr. (Decr)
55915	Demographic Workshop	27,551	18,000	18,000	18,000	0%
55916	Economic Summit	92,328	80,000	80,000	80,000	0%
55918	Housing Summit	107,565	40,000	40,000	40,000	0%
55920	Other meeting expense	135,901	83,658	126,000	126,000	0%
55930	Miscellaneous other	157,472	87,825	170,711	1,024,281	500%
55940	Stipend-RC meetings	209,340	215,925	215,925	207,422	-4%
55950	Temporary help	81,493	38,500	38,500	38,500	0%
55980	Contingency - General Fund	15,390	-	-	-	
56100	Printing	28,229	63,500	78,500	126,362	61%
58100	Travel	218,697	310,000	376,750	366,750	-3%
58101	Travel - local	63,114	44,300	49,250	44,250	-10%
58110	Mileage	78,095	39,800	75,400	70,400	-7%
58150	Staff lodging expense	8,411	-	-	-	
58200	Travel-registration Fees	88,289	5,500	5,000	5,000	0%
58800	RC sponsorships	144,058	135,000	135,000	135,000	0%
59090	Expense - Local Cash	-	-	9,767,224	9,767,224	0%
60110	Retirement-PERS	3,818,058	4,026,077	4,607,315	4,607,315	0%
60120	Retirement-PARS	72,418	72,178	73,621	73,621	0%
60200	Health ins. - active employees	1,252,185	1,315,200	1,353,600	1,353,600	0%
60201	Health ins. - retirees PAYGO	526,584	647,608	636,009	636,009	0%
60202	Health ins. - retirees GASB 45	398,309	339,153	242,805	242,805	0%
60210	Dental insurance	185,370	193,372	217,049	217,049	0%
60220	Vision insurance	51,563	55,167	59,632	59,632	0%
60225	Life insurance	85,127	86,963	83,863	83,863	0%
60240	Medicare tax employers share	207,324	204,225	218,855	218,855	0%
60245	Social security tax employers	24,147	53,053	45,900	38,250	-17%
60300	Tuition reimbursement	34,886	27,360	32,832	32,832	0%
60310	Transit passes	137,564	148,840	156,639	156,639	0%
60320	Carpool reimbursement	420	420	420	420	0%
60400	Workers compensation insurance	168,588	170,048	170,048	170,048	0%
60405	Unemployment compensation insurance	20,308	35,000	35,000	35,000	0%
60410	Miscellaneous employee benefits	58,934	58,980	66,035	66,035	0%
60415	SCAG 457 match	143,631	120,500	120,500	120,500	0%
60450	Benefits administrative fees	3,592	3,346	2,914	2,914	0%
60500	Automobile allowance	16,420	18,420	18,420	18,420	0%
	Total	46,076,506	52,399,094	90,319,989	90,710,445	0%

*Totals may not add due to rounding

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)



Comprehensive Budget

FISCAL YEAR 2018-2019

SECTION II

Budget Components

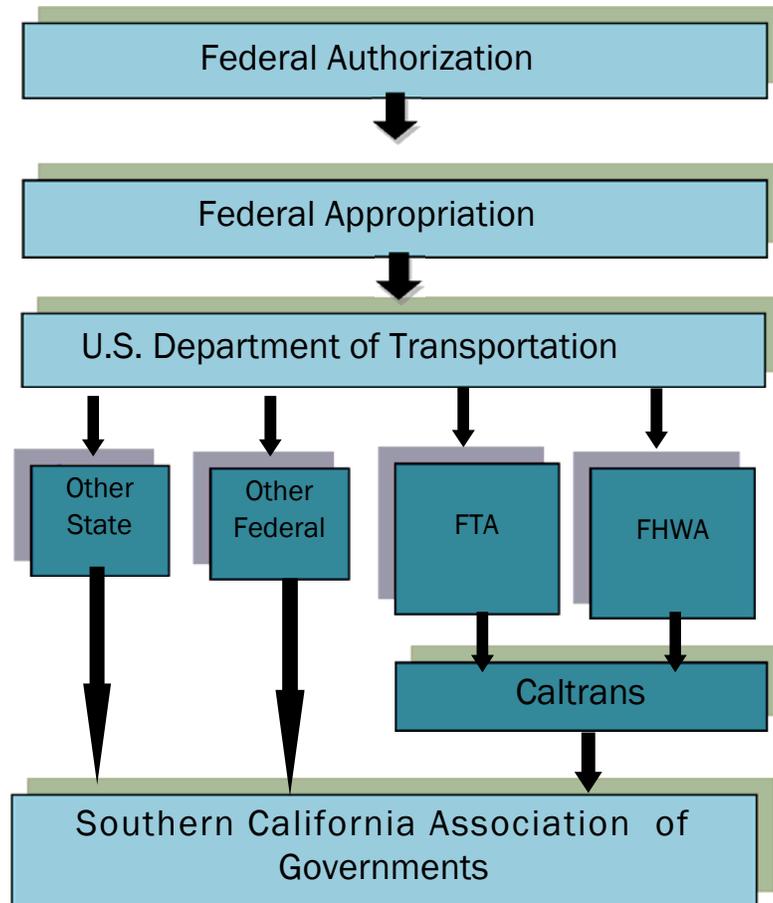
Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Overall Work Program

Overall Work Program (OWP)

The Flow of Funds

Traditionally, the majority of OWP funding has come to SCAG via the Federal appropriations process. Some funding has been directly allocated to SCAG, and some has “passed through” via the California Department of Transportation (Caltrans), as shown below.



Overall Work Program

Summary of Revenue Sources

Consolidated Planning Grant (CPG)

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

1. Federal Highway Administration (FHWA) Metropolitan Planning (FHWA PL)

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

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

2. Federal Transit Administration Metropolitan Planning, Section 5303 (FTA §5303)

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

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

In FY 2015-16, the Sustainable Transportation Planning Grant Program was developed to align with Caltrans' updated mission and other State priorities. The Grant Program provides two discretionary grants, Sustainable Communities and Strategic Partnerships, and includes a combination of State and federal funding. The Grant Program runs on an annual cycle and awards roughly \$10 million in grant funding available. In FY 2017-18, the grants were substantially augmented with passage of Senate Bill (SB) 1, The Road Repair and Accountability Act of 2017. SB 1 adds \$25 million in Sustainable Communities grants and \$20 million over three years for Adaptation Planning grants.

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

Caltrans is authorized by FHWA to award grants to MPOs for regional transportation planning studies with a statewide or multi-regional perspective and benefit. Caltrans awards these grants through an annual, competitive selection process.

4. FTA State Planning and Research, Section 5304 Sustainable Communities Grants (FTA §5304)

The FTA authorized Caltrans to competitively award grants to MPOs for projects that demonstrate consistency with the program's objectives and projects with the transit component addressing multimodal planning projects that focus on transit.

Overall Work Program

Senate Bill (SB) 1 Formula Grants

Senate Bill (SB) 1, the Road Repair and Accountability Act of 2017, authorized the grant funding to support and implement Regional Transportation (RTP) Sustainable Communities Strategies (SCS) and to ultimately achieve the State's greenhouse gas (GHG) reduction target. The SB1 formula funds for the MPOs reflect the same formula used to distribute FHWA PL funds.

Beginning in FY 2017-18, approximately \$12.5 million in Sustainable Communities Formula Grants from SB 1 will reside under the Sustainable Transportation Planning Grant Program and will be allocated via formula (consistent with the FHWA PL formula) annually by ORP to the 18 MPOs for furthering the region's RTP SCS.

Local Funds

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

Transportation Development Act (TDA)

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

Cash Match/Local Funds

Funding from local agencies is provided to SCAG to serve as matching funds to the CPG and other grants that require local match for consultant expenditures as a condition of receiving grant funds. For example, the CPG requires a match of 11.47%. In addition, local agencies such as Transportation Commissions periodically provide funding for specific projects such as localized modeling work.

In-Kind Match

The CPG and other grants accept in-kind match, as well as cash match, to fulfill the local match requirement for staff costs that is a condition of receiving grant funds. In-kind match reflect services, such as staff time, provided by a local agency in support of the work funded by a grant.

Pass-Through Funds

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

Overall Work Program

OWP Document

The core regional transportation planning document is the OWP and its core product is completion of the Regional Transportation Plan (RTP). The OWP is developed by SCAG on an annual basis and:

- Introduces the agency
- Provides users with an overview of the region
- Focuses on the SCAG regional planning goals and objectives

The OWP serves as the planning structure that SCAG must adhere to for the state fiscal year, which is July 1 through June 30 of the following calendar year. Other uses for the OWP include:

- SCAG's project budget
- A contract and monitoring tool for federal, state, and local entities (to track completion of annual regional planning projects and expenditures of funds)
- An early reference for members of the public to know the “who/what/when/where/how much” for the SCAG regional planning activities

The OWP includes three component pieces:

1. Regional Prospectus

The prospectus section provides the context for understanding the work activities proposed and gives information about the region. It includes, but is not limited to:

- The region's regional planning approach
- The agency's organizational structure and interagency arrangements
- An overview of governmental and public involvement
- The State Planning Emphasis Areas
- The progress made towards implementing the RTP/SCS

2. Work Elements

The Work Element identifies specific planning work to be completed during the term of the OWP, as well as a narrative of previous, on-going and future year's work to be completed. It also includes the sources and uses of funds.

3. Budget Revenue & Expenditure Reports

These summary reports are a listing of all the work elements in the OWP by funding sources and expenditure category.

The OWP, in conjunction with the Overall Work Program Agreement (OWPA) and the regional planning Master Fund Transfer Agreement (MFTA), constitutes the annual funding agreement between the State and SCAG. Although the OWP includes all planning projects to be undertaken by SCAG during the fiscal year, the OWPA and MFTA do not include special federal and state grants.

Overall Work Program

OWP Budget

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

Following the budget tables are brief descriptions of each project in the OWP.

Cost Category	FY19 Adopted	FY19 Amend No. 2	Incr (Decr)
500XX Staff	\$ 8,626,291	\$ 8,217,078	\$ (409,213)
54300 SCAG consultant	30,586,917	30,287,112	(299,805)
55210 Software support	247,231	247,231	-
5528X Third party contribution	4,567,848	4,556,881	(10,967)
55520 Graphic supplies	5,000	5,000	-
55620 Resource materials/subscriptions	931,456	931,456	-
55810 Public notices	56,000	56,000	-
55830 Networking Meetings/Special Events	3,500	3,500	-
55920 Other meeting expense	83,500	83,500	-
55930 Miscellaneous other	85,364	943,934	858,570
56100 Printing	28,000	75,862	47,862
58100 Travel	249,750	249,750	-
58101 Travel-local	2,500	2,500	-
58110 Mileage	25,800	25,800	-
58200 Travel-registration	5,000	5,000	-
Sub-total	\$ 45,504,157	\$ 45,690,604	\$ 186,447
51000 Fringe benefits	\$ 6,400,029	\$ 6,151,162	\$ (248,867)
51001 Indirect costs	\$ 14,018,155	\$ 13,442,164	\$ (575,991)
Total	\$ 65,922,341	\$ 65,283,930	\$ (638,411)

*Totals may not add due to rounding

Overall Work Program

This table shows the same budget by work element and major budget category.

Work Element		FY 19 Amend No. 2		
		Total *	SCAG	Consultant
010	System Planning	1,725,873	1,350,873	375,000
015	Transportation Finance	774,533	702,033	72,500
020	Environmental Planning	1,523,554	873,554	650,000
025	Air Quality and Conformity	763,227	763,227	-
030	Federal Transportation Improvement Program (FTIP)	2,563,265	2,563,265	-
045	Geographic Information System (GIS)	2,357,023	1,798,383	558,640
050	Active Transportation Planning	830,605	830,605	-
055	Regional Forecasting and Policy Analysis	1,995,621	1,695,621	300,000
060	Corridor Planning	162,369	162,369	-
065	Sustainability Program	1,168,430	643,430	525,000
070	Modeling	4,821,547	4,265,467	556,080
080	Performance Assessment & Monitoring	384,413	384,413	-
090	Public Information & Communications	2,312,200	1,829,625	482,575
095	Regional Outreach and Public Participation	4,398,790	3,448,790	950,000
100	Intelligent Transportation System (ITS)	334,405	299,405	35,000
120	OWP Development & Administration	979,985	979,985	-
130	Goods Movement	1,703,398	1,553,398	150,000
140	Transit and Rail Planning	1,487,270	1,037,270	450,000
145	Sustainable Communities, Strategic Partnerships and Adaption Planning Grant Program	3,850,953	490,171	3,360,782
150	Collaborative Projects	5,823,116	3,641,875	2,181,241
225	Special Grant Projects	9,990,502	2,465,029	7,525,473
230	Regional Aviation & Airport Ground Access Planning	455,035	455,035	-
265	Express Travel Choices Phase III	42,662	42,662	-
266	Regional Significant Locally - Funded Projects	280,040	-	280,040
267	Clean Cities Program	107,544	107,544	-
275	SB1 Sustainability Planning Grant Program	5,787,578	281,483	5,506,095
280	Future Communities Initiative	6,024,904	1,110,404	4,914,500
285	SB1 Program Administration	501,555	501,555	-
290	Sustainable Communities Strategy (SCS) Development	2,133,533	719,347	1,414,186
	Total Direct Costs	65,283,930	34,996,818	30,287,112

*Totals may not add due to rounding

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

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Overall Work Program

OWP Program Summaries

The following section presents a brief description of each OWP Program objective and the Strategic Plan Goal it supports.

010 System Planning

Manager: Naresh Amatya

Program Objective:

Transportation System Planning involves long-term planning for system preservation, system maintenance, optimization of system utilization, and strategic system expansion of all modes of transportation for people and goods in the six-county region, including Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura. The Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) is the primary vehicle SCAG uses to achieve our transportation system planning goals and objectives. As the MPO for this region, one of SCAG's major responsibilities is to develop, administer, and update the RTP/SCS. The primary objective of this work element is to ensure SCAG is fulfilling its roles and responsibilities in this area as the designated MPO and RTPA for this region. The focus of FY 2018-19 will be to continue to manage, guide, and monitor progress of the 2016 RTP/SCS and develop the 2020 RTP/SCS. SCAG will ensure that the 2020 RTP/SCS Plan is consistent with state and federal requirements while addressing the region's transportation needs.

Strategic Plan:

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

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

015 Transportation Finance

Manager: Annie Nam

Program Objective:

This work program is critical to addressing some of SCAG's core activities-specifically, satisfying federal planning requirements on financial constraint; ensuring a reasonably available revenue forecast through the RTP planning horizon, and addressing system level operation and maintenance cost analyses along with capital cost evaluation of transportation investments. In FY 2018-19, this work program will involve development of the 2020 RTP financial plan.

Overall Work Program

Strategic Plan:

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

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

020 Environmental Planning

Manager: Ping Chang

Program Objective:

Prepare environmental documentation to ensure regulatory compliance with applicable federal and state laws. Review environmental plans, programs and projects of regional significance. Monitor changes in environmental compliance requirements. Integrate the most recent environmental policies into planning programs such as environmental justice. Enhance the intergovernmental review database to support planning programs such as performance monitoring. The focus of FY 2018-19 will be to continue to monitor progress of the 2016 RTP/SCS and provide additional environmental documentation for additional amendments, as needed. Staff will initiate and develop the 2020 RTP/SCS Programmatic Environmental Impact Report (PEIR), pursuant to the California Environmental Quality Act (CEQA).

Strategic Plan:

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

025 Air Quality and Conformity

Manager: Ping Chang

Program Objective:

Perform regional transportation conformity and GHG emission analyses. Ensure that the RTP/SCS, FTIP and their amendments meet federal transportation conformity requirements and state SB 375 regional GHG emission reduction targets. Oversee and/or provide support for SCAG air quality planning, analysis, documentation and policy implementation. This includes collaboration with the California Air Resources Board (ARB) and local air districts in the SCAG region in developing air quality management plans/state implementation plans (AQMPs/SIPs), including new transportation conformity emission budgets to meet federal transportation conformity requirements. Facilitate federally required interagency consultation via SCAG's Transportation Conformity Working Group (TCWG), including the processing and acting as clearinghouse for the particulate matter (PM) hot spot analysis for transportation projects within the region. Continue the process to ensure the timely implementation of transportation control measures (TCMs). Continue to track and participate in

Overall Work Program

relevant air quality rulemaking. Collaborate with six County Transportation Commissions in the SCAG region to compile, review, and upload federally required information for projects funded by the Congestion Mitigation and Air Quality Improvement Program (CMAQ).

Strategic Plan:

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

030 Federal Transportation Improvement Program (FTIP)

Manager: Pablo Gutierrez, Acting

Program Objective:

The Federal Transportation Improvement Program (FTIP) is a multimodal list of capital improvement projects programmed over a six-year period. The FTIP is the program that implements the RTP. The currently approved FTIP is the 2017 FTIP and was federally approved and found to conform on December 16, 2016. The program contains approximately \$27.7 billion worth of projects beginning FY 2016-17 to FY 2021-22. The FTIP must include all federally funded transportation projects in the region, as well as all regionally significant transportation projects and projects for which approval from a federal agency is required regardless of funding source. The FTIP is developed to incrementally implement the programs and projects in the Regional Transportation Plan. The FTIP is amended on an on-going basis, as necessary, thereby allowing projects consistent with the Regional Transportation Plan to move forward toward implementation. Staff expects Federal Agencies' approval of the 2019 FTIP in December 2018, at which time the 2017 FTIP will expire.

Strategic Plan:

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

045 Geographic Information Systems (GIS)

Manager: Frank Wen

Program Objective:

To support SCAG's ongoing role as a Regional Information Center and manager for all data and information related to Southern California and to provide data support and mapping capabilities to better serve the needs of the agency and our partner agencies. This program will also provide data and information to stakeholders to promote economic development and enhance the effectiveness of decision-makers. Additional goals include discovering and developing cutting edge web-GIS applications and tools for data sharing; providing advanced spatial analytics and visualization for

Overall Work Program

insights of data and information; providing an interconnected platform for integrated planning and regional collaboration.

A top priority will be to provide GIS training, data cleanup/updating/sharing/standardizing and other GIS services to our local jurisdictions. Work will continue on the implementation of an Enterprise GIS system (including GIS hardware/software, GIS database, GIS analysis, and GIS applications) that will serve as the guide for meeting Objective #4 of the SCAG Strategic Plan. The program will play an integral part in the development of the Federal Transportation Improvement Program, amendments to the current RTP/SCS, and development of the 2020 RTP/SCS and other planning activities.

Strategic Plan:

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

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

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

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

050 Active Transportation Planning

Manager: Sarah Jepson

Program Objective:

Staff will continue work on the development of the active transportation and public health components of the 2020 RTP/SCS, as well as, play a significant role in the stakeholder engagement and outreach process to ensure the plan resonates and empowers countywide and local agencies to advance policies and projects that align with regional planning goals.

For FY 2018-19, staff will also continue to focus on activities that support the delivery of more active transportation projects in the region, including the selection of projects to be included in the 2019 Regional ATP, administration of projects included in the Cycle 2 and 3 of the regional component of the Statewide Active Transportation Program, building support for local projects through the implementation Go Human demonstration projects, and providing technical assistance directly to cities through grants awarded through SCAG’s Sustainability Program. Staff will also work with Caltrans, counties and individual cities to help fund and advance multi-jurisdictional active transportation projects that are part of the RTP/SCS.

Staff will continue to lead the implementation of a Regional Active Transportation Safety and Encouragement Campaign with resources awarded from the Office of Traffic Safety and the Mobile

Overall Work Program

Source Air Pollution Reduction Review Committee (MSRC). The Campaign will be implemented in partnership with the six county health departments and six county transportation commissions and aims to increase levels of active transportation while reducing collisions. Staff will continue collaborating on the Caltrans Strategic Highway Safety Plan Challenge Areas related to active transportation and providing technical support on safety performance measures.

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

This program also supports planning and analysis in other key policy areas including water, public health and energy, as related to the development and implementation of the RTP/SCS. Planning around public health will be expanded through expanded outreach to local partners and by providing resources and tools to local agencies.

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

This program also supports planning and analysis in other key policy areas including water, public health and energy, as related to the development and implementation of the RTP/SCS. Planning around public health will be expanded through expanded outreach to local partners and by providing resources and tools to local agencies.

Strategic Plan:

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

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

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

055 Regional Forecasting & Policy Analysis

Manager: Frank Wen

Program Objective:

The key focus of this work element is to develop regional and county-level population, household and employment estimates and projections, which will be used for implementing and monitoring the 2016 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS), and developing the 2020 RTP/SCS. Essential to the program is the development of state-of-the-art growth forecasting

Overall Work Program

methodologies and technical tools, which have set the standard for regional growth forecasting. This program also addresses the following: show growth forecasts in terms of population, employment, households and how underlying growth assumptions and scenarios are related to congestion and transportation investment. Additional program objectives include the collection, processing and analysis of data used in support of the planning activities of the agency.

Strategic Plan:

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

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

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

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

060 Corridor Planning

Manager: Naresh Amatya

Program Objective:

Provide input to the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) on the design concept and scope of major transportation corridor investments, as identified upon the completion of corridor planning studies conducted under this work element and in partnership with other agencies. Ensure that corridor planning studies are completed in accordance with federal transportation planning requirements as identified in 23 CFR 450.

Strategic Plan:

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

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

Overall Work Program

065 Sustainability Program

Manager: Jason Greenspan

Program Objective:

SCAG's Sustainability Program is a core effort for implementing the 2016 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). The program demonstrates that the region can achieve both mobility and air quality goals through local land use and policy changes along with targeted transportation investments. Overall objectives of the Sustainability Program are met through the following projects:

Sustainability Grant Program Collaborative assistance to member local governments and communities for coordinating sustainable transportation, land use and regional policies and issues in local planning. Emphases will include local and regional planning for greenhouse gas reductions, locally-applied "Green Region Initiative" strategies, public health impacts related to transportation activities, and assistance in General Plan updates.

Greenhouse Gas Reduction Fund (GGRF) Technical Assistance: Help ensure state greenhouse gas reduction fund monies are available to Southern California region jurisdictions and stakeholders, particularly disadvantaged communities, and that funded projects support goals of the 2016 RTP/SCS, mitigate climate change, and advance state and federal transportation planning priorities.

Local Technical Assistance: Facilitation of the Toolbox Tuesdays Training Series to build local capacity in innovative and integrated transportation and planning tools.

SCAG Sustainability Awards: Awards Program for outstanding examples of integrated transportation and land use planning, implementing the 2016 RTP/SCS at the local level.

CTC Joint Work Programs: Policy coordination among SCAG and CTCs for various sustainability issues related to implementation of the RTP/SCS and CTC Joint Work Programs, such as First mile/Last mile, complete streets, climate action plans, adaptation, and active transportation.

Civic Sparks Program: Serve as Regional Coordinator for Civic Sparks Program and host program fellows.

Strategic Plan:

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

Overall Work Program

070 Modeling

Manager: Guoxiong Huang

Program Objective:

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

Strategic Plan:

Supports Goal #2 – Be the Foremost Data Information Hub for the Region.

080 Performance Assessment & Monitoring

Manager: Ping Chang

Program Objective:

Provide performance assessment and monitoring of the SCAG region (particularly the implementation of the 2016 RTP/SCS) including growth and development, transportation system performance, environmental quality, regional sustainability and climate resilience, and the socioeconomic well-being of the SCAG population (e.g., income and housing affordability). The results of the monitoring and assessment program provide the basis for informed policy-making and support plan implementation, particularly in relation to regional transportation planning and required federal performance monitoring and reporting. This program also works with the California Department of Transportation in the coordination and data collection mandated under the Highway Performance Monitoring System (HPMS).

Strategic Plan:

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

Overall Work Program

090 Public Information & Communications

Manager: Jeff Liu

Program Objective:

Develop and execute a comprehensive internal and external communications program that informs key audiences about SCAG programs, plans, initiatives and services via public relations, media relations, video production, website content management and print/graphic design.

Strategic Plan:

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

095 Regional Outreach & Public Participation

Manager: Art Yoon

Program Objective:

Engage regional stakeholders in the SCAG planning and programming process through the support and enhancement of outreach efforts to local governments, Tribal Governments, and members of the various stakeholder entities, including community, environmental, business, and academic groups, as well as other interested parties. The SCAG Regional Offices are critical components in these efforts, with SCAG staff assigned to an office in each county in the SCAG region.

Strategic Plan:

Supports Goal #2 – Advance Southern California’s policy interests and planning priorities through regional, statewide, and national engagement and advocacy; Goal #4 – Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.

100 Intelligent Transportation Systems (ITS)

Manager: Philip Law

Program Objective:

Continue engaging with regional stakeholders on ITS and ITS related matters, including use and maintenance of the updated Regional ITS Architecture. Maintain the web-accessible Architecture and provide documentation to maximize usability of the Architecture and ensure on-going maintenance. Seek to provide training and educational opportunities to stakeholders on ITS related topics in partnership with FHWA/Caltrans as opportunities become available.

Overall Work Program

Strategic Plan:

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

120 OWP Development & Administration

Manager: Erika Bustamante

Program Objective:

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

Strategic Plan:

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

130 Goods Movement

Manager: Annie Nam

Program Objective:

This work program focuses on integrating freight related transportation initiatives into the regional transportation planning process, including efforts to refine and support the implementation of the Comprehensive Regional Goods Movement Plan and Implementation Strategy. This strategy includes proposals set forth in the 2016 RTP/SCS.

Strategic Plan:

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

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

Overall Work Program

140 Transit and Rail Planning

Manager: Philip Law

Program Objective:

Support and engage transit and rail operations in corridor and regional planning efforts and in further refining the transit and rail strategies for inclusion in the 2020 RTP/SCS. Monitor FTA rulemaking related to new provisions in the Moving Ahead for Progress in the 21st Century Act (MAP-21) and coordinate with transit operators to address new requirements related to transit safety and transit asset management (TAM), as they relate to metropolitan transportation planning. Assess and monitor regional transit system performance. Work with transit operators through the Regional Transit Technical Advisory Committee to ensure stakeholder input and participation in the metropolitan transportation planning process, consistent with the SCAG MOUs with the transit operators.

Strategic Plan:

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

145 Sustainable Communities, Strategic Partnerships and Adaptation Planning Grant Program

Manager: Erika Bustamante

Program Objective:

To encourage local and regional planning that furthers state goals; to identify and address statewide, interregional, or regional transportation deficiencies on the State highway system; and to support planning actions at the local and regional levels that advance climate change efforts on the transportation system.

Strategic Plan:

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

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

Overall Work Program

150 Collaborative Projects

Manager: Frank Wen

Program Objective:

Collaborative Projects fosters project-based cooperation across the five departments under the Land Use & Environmental Planning Division, with the goal of streamlining resources to provide enhanced services to jurisdictions and regional stakeholders. Projects included here involve substantial outreach with local staff (cities, counties, CTCs, and state/federal partners), aim to implement the 2016-2040 Regional Transportation Plan and Sustainable Communities Strategy (2016 RTP/SCS), and to initiate the planning process for the 2020 RTP/SCS. Planning efforts are focused by topic: Partnership for Sustainability, Cap and Trade, Comprehensive Monitoring, and Scenario Planning & Local Input: Pathways to the 2020 RTP/SCS.

Strategic Plan:

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

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

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

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

225 Special Grant Projects

Manager: Sarah Jepson

Program Objective:

To fund and participate in environmental and transportation specialized projects with funding from discretionary grants and/or local funds contributed by local jurisdictions. Grants assist the region and local agencies to better integrate land use, technology and transportation planning to develop alternatives for addressing growth, sustainability and to assess efficient infrastructure investments that meet community needs. In addition, these discretionary grants provide funding to develop active transportation plans, complete streets plans and safe routes to school plans for local agencies. These grants also fund safety and encouragement campaigns in our region to increase public awareness and support for active transportation through regional partnerships between transportation agencies, health departments, local agencies, non-profits and private sector partners.

Overall Work Program

Strategic Plan:

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

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

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

230 Regional Aviation & Airport Ground Access Planning

Manager: Naresh Amatya

Program Objective:

Continue to monitor progress of the 2016 RTP/SCS Aviation Program and support policies and actions, including promotion of regionalization at airports within the region, and prepare for updating the Regional Aviation Element in the 2020 RTP/SCS.

Strategic Plan:

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

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

265 Express Travel Choices Phase III

Manager: Annie Nam

Program Objective:

Develop an implementation strategy for mobility innovations and incentives.

Strategic Plan:

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

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

Overall Work Program

266 Regional Significant Locally-Funded Projects

Manager: Erika Bustamante

Program Objective:

This work program funds projects with local funds that are not eligible for Federal planning funds.

Strategic Plan:

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

267 Clean Cities Program

Manager: Jason Greenspan

Program Objective:

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

Strategic Plan:

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

275 SB1 Sustainability Planning Grant Program

Manager: Jason Greenspan

Program Objective:

The Sustainability Planning Grant (SPG) Program is a proven, recognized and effective framework for deploying essential planning resources throughout the SCAG region. It will continue to be a critical tool in achieving SB 375 targets and other State goals aimed at reducing GHG emissions. The three main grant categories – Integrated Land Use; Active Transportation; and Green Region Initiative – offer jurisdictions the wherewithal to develop and update local plans that support State priorities, reduce vehicle miles travelled (VMT), and advance the region's Sustainable Communities Strategy (SCS).

Overall Work Program

Strategic Plan:

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

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

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

280 Future Communities Initiative

Manager: Sarah Jepson

Program Objective:

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

Strategic Plan:

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

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

285 SB1 Program Administration

Manager: Erika Bustamante

Program Objective:

Provide program administration for SB1 formula funds. Activities will include: conducting the procurement process for work performed by a consultant; preparing and reviewing contract documents; reviewing invoices and preparing requests for reimbursements each quarter; providing progress updates for each awarded grant project each quarter; preparing amendments to the OWP; and collecting and submitting final work products for completed projects.

Overall Work Program

Strategic Plan:

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

290 Sustainable Communities Strategy (SCS) Development

Manager: Jason Greenspan

Program Objective:

SCAG staff initiated implementation of the 2016 RTP/SCS immediately after its adoption, and has since launched research, planning and studies in preparation for the 2020 SCS. Much of SCAG's research and planning is focused on reducing single occupancy vehicle trips and transportation related GHG through: advancing mode shift; transportation demand management; operational efficiency; system accessibility; and integration of future transportation, employment and land use.

Strategic Plan:

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

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

FTA Discretionary and Formula Grant Budget

FTA Discretionary and Formula Grant Budget

What is the FTA Discretionary and Formula Grant Budget?

SCAG is the Designated Recipient of Federal Transit Administration (FTA) Urbanized Area Formula Grants under 49 U.S.C. Section 5307 for the large urbanized areas (UZAs) with populations of 200,000 or more (according to the latest U.S. Census) in the SCAG region. Pursuant to the two-year transportation reauthorization bill that was signed into Law on July 6, 2012, the Moving Ahead for Progress in the 21st Century Act (MAP-21; P.L. 112-131), funding is authorized for 49 U.S.C. Section 5339 Bus and Bus Facilities Formula Grants Program and U.S.C. Section 5312 National Research & Technology Program to SCAG due to being the Section 5307 Designated Recipient.

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

FTA Discretionary and Formula Grant Budget

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

Cost Category	Adopted FY19	FY19 Amend No. 2	Incr (Decr)
500XX Staff	\$ 58,477	\$ 58,477	\$ -
54360 Pass Through Payments	12,075,472	12,075,472	\$ -
55930 Miscellaneous other	64,847	64,847	\$ -
59090 Expense - Local Cash	9,767,224	9,767,224	\$ -
Sub-total	\$ 21,966,020	\$ 21,966,020	\$ -
51000 Fringe benefits	\$ 46,198	\$ 46,162	\$ (36)
51001 Indirect costs	\$ 97,650	\$ 97,894	\$ 244
Total	\$ 22,109,868	\$ 22,110,076	\$ 208

TDA Capital and Debt Service Budget

TDA Capital and Debt Service Budget

What is the TDA Budget?

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

TDA Capital and Debt Service Budget

In FY 2018-19, the TDA budget includes \$5,774,763 for SCAG consultants and staff related costs, and \$705,827 for capital purchases and debt service payments for furniture/fixtures and audio visual equipment for the new SCAG offices.

The following table shows the TDA line item budget.

	FY19 Adopted	FY19 Amend No. 2	Incr (Decr)
REVENUES:			
TDA Revenue	\$ 5,722,249	\$ 5,722,249	\$ -
Transfer from Reserves	1,436,040	758,341	(677,699)
Total Revenues	7,158,289	6,480,590	(677,699)
EXPENDITURES:			
500XX Staff	\$ 810,855	\$ 596,478	\$ (214,377)
54300 SCAG consultant	4,039,823	4,011,423	(28,400)
55920 Other meeting expense	3,344	3,344	-
55930 Miscellaneous other	18,459	106,326	87,867
58100 Travel	6,459	6,459	-
58110 Mileage	1,500	1,500	-
Sub-total	4,880,440	4,725,530	(154,910)
51000 Fringe benefits	421,939	253,779	(168,160)
51001 Indirect Cost	1,150,083	795,454	(354,629)
Non-Capital	\$ 6,452,462	\$ 5,774,763	\$ (677,699)
55310 F&F Principal	231,850	231,850	-
55315 F&F Interest	49,426	49,426	-
55320 AV Principal	102,665	102,665	-
55325 AV Interest	21,886	21,886	-
55730 Capital Outlay	300,000	300,000	-
Capital & Debt Service	\$ 705,827	\$ 705,827	\$ -
Total Expenditures	\$ 7,158,289	\$ 6,480,590	\$ (677,699)

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

General Fund Budget

General Fund Budget (GF)

What is the General Fund Budget?

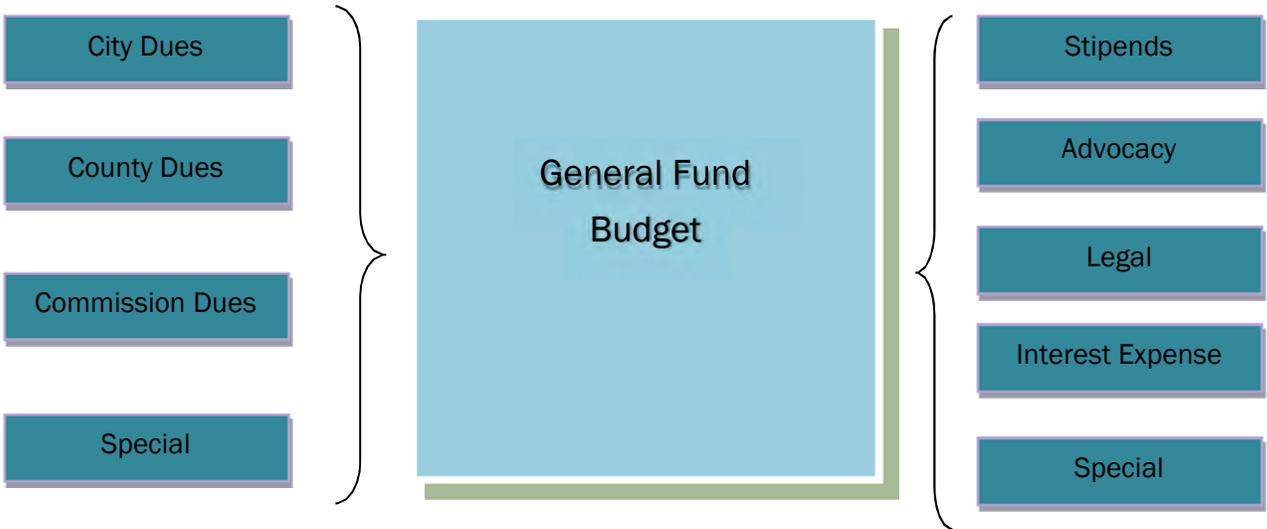
The General Fund (GF) has been established to: provide support to the Regional Council and its Subcommittees for the costs of stipends and travel; fund costs not eligible for grant reimbursement (i.e., interest expense); provide a source of working capital; finance program expenditures, which must be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

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

Membership Dues Assessments

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

Member dues are calculated in accordance with the guidelines of the By-Laws.



General Fund Budget

General Fund Line Item Budget

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

		FY17 ACTUAL	FY18 AMEND NO.1 BUDGET	FY19 ADOPTED	FY19 AMEND NO.2 BUDGET	FY19 ADOPTED TO FY19 AMEND NO. 2 INCR (DECR)
REVENUE:	Membership Dues:					
	Counties	297,899	300,111	307,523	307,523	-
	Cities	1,543,468	1,569,192	1,637,939	1,637,939	-
	Commissions	85,000	85,000	88,500	88,500	-
	Transportation Corridor Agency	10,000	10,000	10,000	10,000	-
	Air Districts	3,333	10,000	10,000	10,000	-
	Sub-total	1,939,700	\$ 1,974,303	\$ 2,053,962	\$ 2,053,962	\$ -
	Interest	114,318	95,000	95,000	95,000	-
	Other	52,574	85,000	121,650	121,650	-
	General Assembly Sponsorships & Registrations	327,515	284,500	340,000	340,000	-
Transfer from Reserves	-	1,300,000	-	-	-	
Sub-total	494,408	\$ 1,764,500	\$ 556,650	\$ 556,650	\$ -	
Total Revenues		2,434,108	\$ 3,738,803	\$ 2,610,612	\$ 2,610,612	\$ -
EXPENDITURES:						
Task .01 Regional Council	Regional Council:					
	Staff Time	1,323	9,634	9,904	9,904	-
	Legal Services	97,650	105,000	105,000	105,000	-
	Miscellaneous Other	5,917	1,000	1,000	1,000	-
	Networking Mtgs/Special Events	14,846	15,000	15,000	15,000	-
	Other Meeting Expense	53,134	20,000	20,000	20,000	-
	Printing		500	500	500	-
	RC/Committee Meeting	5,199	25,000	25,000	20,000	(5,000)
	RC Retreat	9,796	5,000	5,000	5,000	-
	Stipends	209,340	215,925	215,925	207,422	(8,503)
	Travel - Outside	57,207	35,000	35,000	25,000	(10,000)
	Travel - Local	29,843	25,000	25,000	20,000	(5,000)
	Travel - Reg Fees	13,559	1,000	-	-	-
	Mileage - Local	20,145	20,000	20,000	15,000	(5,000)
Task sub-total	517,959	\$ 478,059	\$ 477,329	\$ 443,826	\$ (33,503)	
Task 0.02 Legislative	External Legislative:					
	Staff Time	-	10,365	6,575	6,575	-
	Federal Lobbyist	-	112,247	119,000	100,000	(19,000)
	Other Meeting Expense	25,538	20,000	20,000	20,000	-
	Resource Materials / Subscriptions	1,340	-	-	-	-
State Lobbyist	89,718	95,850	95,850	95,850	-	
Task sub-total	116,596	\$ 238,462	\$ 241,425	\$ 222,425	\$ (19,000)	
Task .03 RHNA	RHNA:					
	Staff Time	-	138,382	195,782	195,782	-
	Legal Services	-	-	75,000	50,000	(25,000)
Task sub-total	-	\$ 138,382	\$ 270,782	\$ 245,782	\$ (25,000)	

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

General Fund Budget

General Fund Line Item Budget (continued...)

		FY17 ACTUAL	FY18 AMEND NO.1 BUDGET	FY19 ADOPTED	FY19 AMEND NO.2 BUDGET	FY19 ADOPTED TO FY19 AMEND NO. 2 INCR (DECR)
Task .04 Other	Other Non-Labor:					
	Bank Fees	16,259	12,500	12,500	12,500	-
	Contingency	15,390	-	-	-	-
	Demographic Workshop	27,551	18,000	18,000	18,000	-
	Economic Summit	92,328	80,000	80,000	80,000	-
	Housing Summit	107,565	40,000	40,000	40,000	-
	Miscellaneous Other	8,787	11,000	11,000	6,000	(5,000)
	Office Supplies	25,700	25,000	25,000	20,000	(5,000)
	Other Meeting Expense	36,572	-	-	-	-
	Professional Memberships	10,998	11,500	11,500	11,500	-
	SCAG Consultant	143,931	60,000	60,000	60,000	-
	SCAG Memberships	75,798	21,250	22,000	108,500	86,500
	Scholarships	24,000	32,000	32,000	32,000	-
	Security Services	64,935	-	-	-	-
	Sponsorships	144,058	135,000	135,000	135,000	-
	Travel	728	4,500	4,500	4,500	-
	Travel - Local	283	500	500	500	-
Staff Lodging Expense	8,411	-	-	-	-	
Mileage - Local	443	500	500	500	-	
	Task sub-total	803,735	\$ 451,750	\$ 452,500	\$ 529,000	\$ 76,500
Task .06 GA	General Assembly:					
	Staff Time	16,652	13,783	26,372	26,372	-
	General Assembly	496,545	500,000	375,000	375,000	-
	Printing	-	5,000	25,000	25,000	-
	Mileage	423	1,000	3,000	3,000	-
	Task sub-total	513,620	\$ 519,783	\$ 429,372	\$ 429,372	\$ -
Task .07 LHI	Leasehold Improvements:					
	Leasehold Improvements	-	900,000	-	-	-
	Task sub-total	-	\$ 900,000	\$ -	\$ -	\$ -
Task .10 Capital	Capital Outlay > \$5K:					
	Capital Outlay	-	400,000	-	-	-
		-	\$ 400,000	\$ -	\$ -	\$ -
Task .11 Public Records Administration	Public Records Administration:					
	Staff Time	2,710	21,787	20,658	20,658	-
		2,710	\$ 21,787	\$ 20,658	\$ 20,658	\$ -
Task .13 Sustainability Project	Sustainability Project:					
	SCAG Consultant	33,619	-	-	-	-
		33,619	\$ -	\$ -	\$ -	\$ -

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

General Fund Budget

General Fund Line Item Budget (continued...)

		FY17 ACTUAL	FY18 AMEND NO.1 BUDGET	FY19 ADOPTED	FY19 AMEND NO.2 BUDGET	FY19 ADOPTED TO FY19 AMEND NO. 2 INCR (DECR)
Task .14 International Collaboration	International Collaboration:					
	Staff Time	50,452	27,583	9,514	9,514	-
	Miscellaneous Other	131	-	-	-	-
	Other Meeting Expense	664	5,000	-	-	-
	Printing	-	5,000	5,000	5,000	-
	Travel	12,201	5,000	5,000	5,000	-
	Travel - Local	625	-	-	-	-
	Mileage	197	-	-	-	-
		64,270	\$ 42,583	\$ 19,514	\$ 19,514	\$ -
Task .16 El Segundo Litigation	El Segundo Litigation:					
	Staff Time	16,441	-	-	-	-
	Legal Services	50,340	-	-	-	-
	SCAG Consultant	2,114	-	-	-	-
		68,895	\$ -	\$ -	\$ -	\$ -
Task .17 El Segundo Litigation Joe Silvey	El Segundo Litigation - Joe Silvey:					
	Legal Services	44,926	-	-	-	-
		44,926	\$ -	\$ -	\$ -	\$ -
Task .19 El Segundo Litigation PC Law Group	El Segundo Litigation - PC Law Group:					
	Legal Services	5,151	-	-	-	-
		5,151	\$ -	\$ -	\$ -	\$ -
Task .20 Go Human Events	Go Human Events:					
	Go Human	20,330	-	-	-	-
		20,330	\$ -	\$ -	\$ -	\$ -
Task .21 Other Litigation	Other Litigation:					
	Staff Time	10,896	-	-	-	-
		10,896	\$ -	\$ -	\$ -	\$ -
Task .23 Other Labor	Other Labor:					
	Staff Time	4,290	8,177	10,924	10,924	-
		4,290	\$ 8,177	\$ 10,924	\$ 10,924	\$ -
Total for all tasks		2,206,998	\$ 3,198,983	\$ 1,922,504	\$ 1,921,501	\$ (1,003)
Allocated Fringe Benefits		81,047	176,347	220,986	220,821	(165)
Allocated Indirect Costs		146,203	363,473	467,122	468,290	1,168
Total		2,434,248	\$ 3,738,803	\$ 2,610,612	\$ 2,610,612	\$ -

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

*Totals may not add due to rounding

Fringe Benefits Budget

Fringe Benefits Budget (FB)

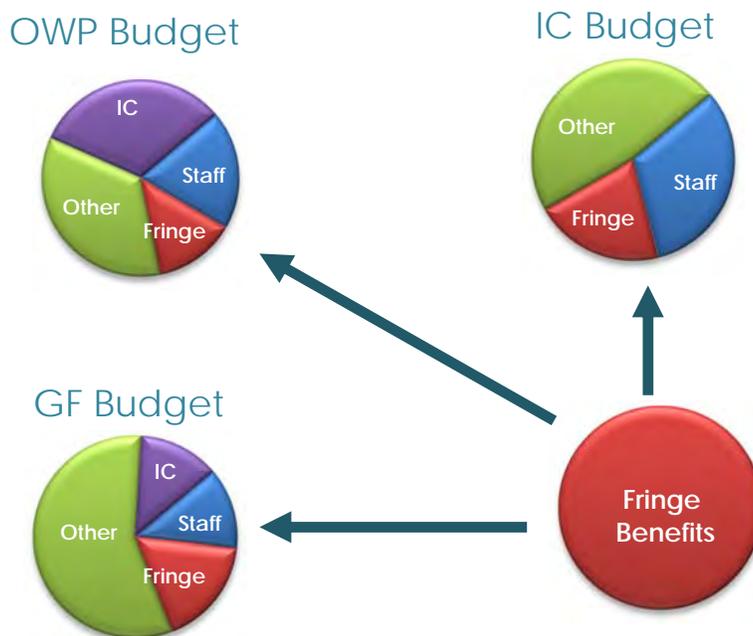
What is the Fringe Benefits Budget?

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

To participate in SCAG's fringe benefits program, staff must hold benefits-eligible positions as regular, at-will or limited-term positions. Some of these programs provide staff and their families with financial protection if they become ill or disabled. Others are designed to aid them in preparing for retirement or in meeting educational costs they incur for themselves. Others are designed to allow staff and their family's time to recreate and spend time together. Some part-time staff, interns, temporary employees and temporary agency workers are not eligible for SCAG's fringe benefits programs.

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

A rate is applied to all OWP, GF and IC salaries, e.g., for every \$1,000 of salaries, the FB budget is \$789.41 (78.94%).



Fringe Benefits Budget

Fringe Benefits Budget

The following table shows the Fringe Benefits line item budget.

GL Account	Line Item	FY19 Adopted	FY19 Amend No. 2	Incr (Decr)
60002	Sick leave	272,404	272,404	-
60004	PFH	245,056	245,056	-
60003	Holiday	571,934	571,934	-
60001	Vacation	1,023,687	1,023,687	-
60110	PERS	4,607,315	4,607,315	-
60120	PARS	73,621	73,621	-
60200	Health insurance - actives	1,353,600	1,353,600	-
60201	Health insurance - retirees PAYGO	636,009	636,009	-
60202	Health insurance - retirees GASB 45	242,805	242,805	-
60210	Dental insurance	217,049	217,049	-
60220	Vision insurance	59,632	59,632	-
60225	Life insurance	83,863	83,863	-
60240	Medicare tax - employers	218,855	218,855	-
60245	Social security tax employers	45,900	38,250	(7,650)
60300	Tuition reimbursement	32,832	32,832	-
60310	Bus passes	156,639	156,639	-
60320	Carpool reimbursement	420	420	-
60400	Workers compensation	170,048	170,048	-
60405	Unemployment compensation Insurance	35,000	35,000	-
60410	Miscellaneous employee benefits	66,035	66,035	-
60415	SCAG 457 match	120,500	120,500	-
60450	Benefits administrative fees	2,914	2,914	-
60500	Automobile allowance	18,420	18,420	-
		10,254,538	10,246,888	(7,650)

*Totals may not add due to rounding

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Indirect Cost Budget

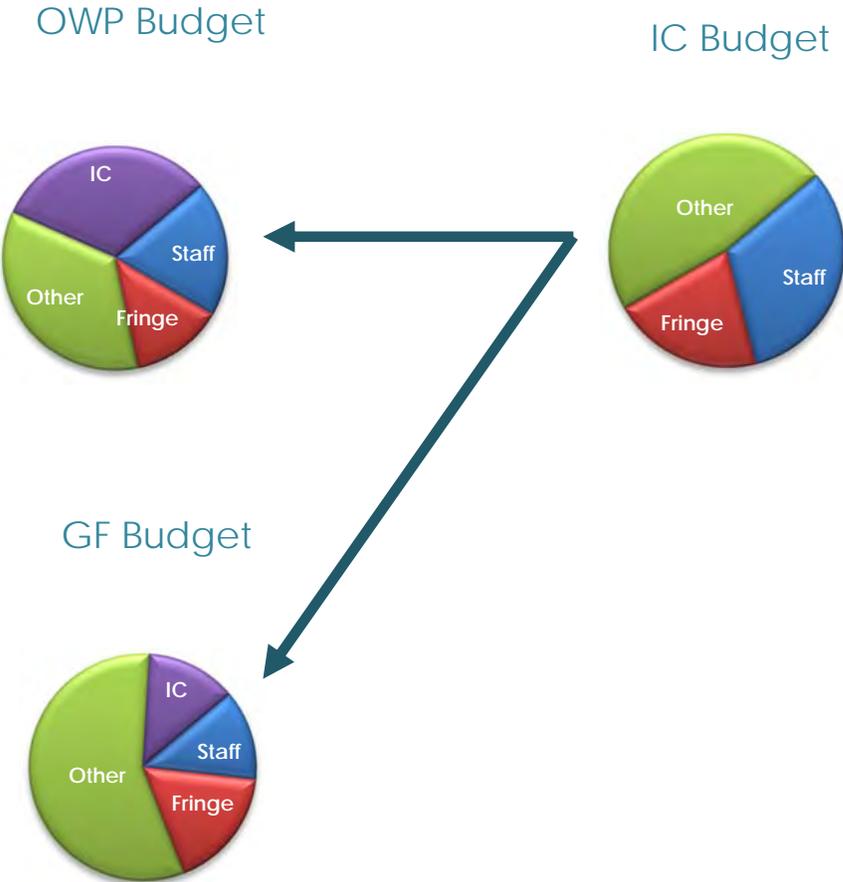
Indirect Cost Budget (IC)

What is the Indirect Cost Budget?

The Indirect Cost Budget is established to provide funding for staff salaries, fringe benefits and other non-labor costs that are not attributable to an individual direct program project, except on a pro-rata basis. The Indirect Cost Allocation Plan (ICAP) is based on Caltrans guidelines and requires their approval.

How is the Indirect Cost Budget Funded?

An IC rate, approved by Caltrans, is applied to all productive staff salaries and fringe costs. For example, for every \$1,000 of direct salaries and fringe, the IC budget is \$935.55 (93.55%). A review of the comprehensive line item budget chart on page 12 shows the impact of this concept. Notice that the OWP (pg.19) and General Fund (pg.40) budgets have each allocated funds for indirect costs which represents each budget component's share of funding the Indirect Cost program.



Indirect Cost Budget

Indirect Cost Budget

The following table shows the IC budget by category.

GL Account	Cost Category	FY19 Adopted	FY19 Amend No. 2	Incr (Decr)
	Staff	\$ 4,701,920	\$ 5,011,133	\$ 309,213
54300	SCAG consultant	1,656,320	1,688,172	31,852
54340	Legal	125,000	125,000	-
55210	Software support	484,980	453,078	(31,902)
55220	Hardware support	86,000	86,000	-
55240	Repair- maintenance	15,000	15,000	-
55400	Office rent / Operating expense	724,350	724,350	-
55410	Office rent satellite	245,883	245,883	-
55415	Off-site Storage	2,500	2,500	-
55420	Equipment leases	120,000	120,000	-
55430	Equip repairs and maintenance	26,500	26,500	-
55435	Security Services	100,000	100,000	-
55440	Insurance	199,089	199,089	-
55441	Payroll / bank fees	15,000	15,000	-
55445	Taxes	5,000	5,000	-
55460	Materials & equipment <\$5K	14,000	14,000	-
55510	Office supplies	73,800	73,800	-
55520	Graphic Supplies	2,500	2,500	-
55530	Telephone	170,000	170,000	-
55540	Postage	10,000	10,000	-
55600	SCAG memberships	188,450	91,950	(96,500)
55620	Resource materials	57,300	57,300	-
55700	Depreciation - furniture & fixture	232,000	232,000	-
55710	Depreciation - computer	35,000	35,000	-
55715	Amortization - software	250,000	250,000	-
55720	Amortization - lease	70,000	70,000	-
55800	Recruitment adverting	20,000	20,000	-
55801	Recruitment - other	38,000	38,000	-
55810	Public notices	2,500	2,500	-
55820	In House Training	20,000	20,000	-
55830	Networking Meetings/Special Events	11,500	11,500	-
55840	Training Registration	65,000	65,000	-
55920	Other meeting expense	2,500	2,500	-
55930	Miscellaneous other	8,500	8,500	-
55950	Temporary help	38,500	38,500	-
56100	Printing	20,000	20,000	-
58100	Travel	82,500	82,500	-
58101	Travel - local	21,250	21,250	-
58110	Mileage	26,100	26,100	-
	Sub-total	\$ 9,966,942	\$ 10,179,605	\$ 212,663
51000	Fringe benefits	3,587,326	3,828,743	241,417
	Total	\$ 13,554,268	\$ 14,008,348	\$ 454,080

*Totals may not add due to rounding

Indirect Cost Budget

IC Functional Activities

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

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

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)



Comprehensive Budget

FISCAL YEAR 2018-2019

SECTION III

Appendices

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Budget Line Items

Description of Budget Line Item

The following chart shows budget line items and a description.

Account/Line Item	Description
500XX Staff	Staff wages including non-worktime.
54300 SCAG Consultant	Outside experts retained to provide special expertise.
54340 Legal	Outside legal experts retained to provide special expertise.
54360 Pass-Through Payments	Payments received by SCAG but passed through to other agencies.
55210 Software Support	Fees paid for telephone support and updates of SCAG's high end desktop and network software.
55220 Hardware Support	Fees paid for maintenance and repair contracts on SCAG's computer servers.
55240 Repair - Maintenance	Processes that do not enhance function or extend the useful life of an asset are expensed as repairs.
5528X 3rd Party Contribution	Like-kind contribution from other agencies that are match for SCAG's grants.
55310 Furniture & Fixture Principal	Principal paid for furniture and fixture.
55315 Furniture & Fixture Interest	Interest paid for furniture and fixture.
55320 Audio-visual Equipment Principal	Principal paid for audio-visual equipment.
55325 Audio-visual Equipment Interest	Interest paid for audio-visual equipment.
55400 Office Rent / Operating Expense	Rent and operating expense paid for SCAG's main office.
55410 Office Rent Satellite	Rent paid for SCAG's satellite offices.
55415 Off-site Storage	Fees paid for off-site storage.
55420 Equipment Leases	Fees paid for copier, telephone, postage, equipment, etc.
55425 Lease Obligation Payment	Lease obligation payable to the landlord of the Los Angeles office in FY18.

Budget Line Items

Account/Line Item	Description
55430 Equipment Repairs - Maintenance	Fees paid to outside vendors to repair SCAG owned equipment.
55435 Security Services	The cost of physical security services at SCAG's locations.
55440 Insurance	SCAG's liability insurance.
55441 Payroll / Bank Fees	Fees paid for payroll processing & bank services.
55445 Taxes	Personal property taxes levied on SCAG's assets.
55460 Materials & Equipment <\$5,000	Used to buy capital equipment with unit costs under \$5,000. (do not need to depreciate)
55510 Office Supplies	Routine office supplies and paper for copy machines.
55520 Graphic Supplies	Materials used in the production of documents for agency communications, presentations, etc.
55530 Telephone	SCAG's monthly telephone fees paid for both voice and data lines.
55540 Postage	Postage and delivery fees.
55550 Delivery Services	Cost of outside courier delivery and other non-USPS services.
55600 SCAG Memberships	Pays for SCAG to belong to various organizations.
55610 Professional Memberships	Fees paid on behalf of SCAG employees to belong to certain professional organizations.
55620 Resource Materials / Subscriptions	Fees for book purchases, subscriptions and data acquisition.
55700 Depreciation - Furniture & Fixtures	The general fund buys assets that have a cost greater than \$5,000 using account 55730, Capital Outlay. The cost is recovered when depreciation is charged to a grant using this account.
55710 Depreciation - Computer	Same as above.
55715 Amortization - Software	To account for amortization of software.
55720 Amortization - Lease	To account for amortization of leasehold improvements.

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Budget Line Items

Account/Line Item	Description
55730 Capital Outlay	Fixed asset purchases greater than \$5,000. The cost is recovered when depreciation is charged to a grant.
55800 Recruitment - Advertising	Advertising in certain journals and publications regarding job opportunities at SCAG.
55801 Recruitment - Other	Moving expenses and cost of sponsoring foreign employees (visas).
55810 Public Notices	Legal advertising that SCAG must undertake to support certain programs or grants.
55820 Staff Training	Used to provide access to outside training opportunities or to bring experts for in-house training.
55830 Networking Meetings / Special Events	Cost of informational events attended by SCAG staff and elected officials.
55840 Training Registration	Training registration cost for staff.
55860 Scholarships	Contributions by SCAG to offset the educational expense of selected students.
55910 RC/Committee Meetings	Pays for the food and other expenses associated with hosting RC and committee meetings.
55912 RC Retreat	The RC holds an annual off-site retreat. This budget pays for the actual meeting expenses such as meals and conference facilities.
55914 RC General Assembly	The by-laws require an annual meeting of the membership. This budget pays for the actual meeting expenses such as meals and conference facilities.
55915 Demographic Workshop	Pays for the meeting expenses of the annual workshop that addresses demographic issues.
55916 Economic Summit	Pays for the meeting expenses of the annual summit that addresses economic issues.
55918 Housing Summit	Pays for the expenses of the annual summit that addresses housing issues.
55920 Other Meeting Expense	Pays for other, non-food expenses related to meeting support.
55930 Miscellaneous Other	Pays for other, minor expenses not categorized elsewhere.
55940 Stipend-RC Meeting	Stipends paid to RC Members for attending meetings.
55950 Temporary Help	SCAG occasionally uses employment agencies to provide short term staffing.
55980 Contingency - General Fund	Funds available for unforeseen spending.

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Budget Line Items

Account/Line Item	Description
56100 Printing	Pays for outside printing costs of SCAG publications and brochures.
58100 Travel	Pays for staff and RC travel on behalf of SCAG projects.
58101 Travel - Local	Travel inside the SCAG region.
58110 Mileage	Cost of automobile travel at the IRS rate per mile.
58150 Staff Lodging Expense	General funds used to pay for staff lodging expenses, under certain conditions, greater than state or federal guidelines.
58200 Travel-Registration Fees	Pays for conference and seminar registration fees.
58800 RC Sponsorships	General funds allocated to events supported by RC actions.
59090 Expense-Local Cash	Cash contributions from local agencies for projects funded with federal pass-through funds from SCAG.
60110 Retirement-PERS	Pays for employee share of contributions to PERS.
60120 Retirement-PARS	SCAG contribution to the supplemental defined benefit retirement plan.
60200 Health Insurance - Active Employees	SCAG contribution for employee health insurance
60201 Health Insurance -Retirees PAYGO	Retiree health insurance premiums paid to CalPERS.
60202 Health Insurance - Retirees GASB 45	Retiree health insurance premiums paid to the California Employers' Retiree Benefit Trust, as computed by an actuary.
60210 Dental Insurance	SCAG contribution for employee dental insurance
60220 Vision Insurance	SCAG contribution for employee vision insurance
60225 Life Insurance	SCAG cost of life insurance for each benefit-eligible employee.
60240 Medicare Tax Employer Share	SCAG pays a percentage of 1.45% (of payroll) contribution to Medicare for all employees hired after 1986.
60245 Social Security Tax Employers	Employer's share of social security on wages paid.
60300 Tuition Reimbursement	All employees can participate in a tuition reimbursement program for work related classes.

Budget Line Items

Account/Line Item	Description
60310 Transit Passes	All employees who utilize public transportation to commute are eligible to be reimbursed up to a specified maximum.
60320 Carpool Reimbursement	Eligible employees who are members of a carpool receive a specified monthly allowance.
60400 Workers Compensation Insurance	This is mandated insurance for employees that provides a benefit for work-related injuries.
60405 Unemployment Comp Insurance	Payments for unemployment insurance claims filed by former employees.
60410 Miscellaneous Employee Benefits	The cost of SCAG's Employee Assistance Program.
60415 SCAG 457 Match	SCAG managers and directors receive matching funds for 457 Plan deferred compensation contributions.
60450 Benefits Administrative Fees	These fees pay for third parties who administer SCAG's cafeteria plan.
60500 Automobile Allowance	Allowances payable to executives in accordance with employment contracts.

Membership Assessment Schedule

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment Schedule

Fiscal Year 2018-19
as of February 1, 2018

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2018-19
<u>COUNTIES (6)</u>		
IMPERIAL	40,087	7,188
LOS ANGELES	1,053,030	131,892
ORANGE	125,792	36,574
RIVERSIDE	373,755	59,390
SAN BERNARDINO	308,906	53,423
VENTURA	98,424	19,056
SUB-TOTAL	1,999,994	307,523
<u>CITIES (189)</u>		
ADELANTO	34,273	3,654
AGOURA HILLS	21,018	2,184
ALHAMBRA	86,922	8,498
ALISO VIEJO	50,312	5,129
ANAHEIM	358,546	33,741
APPLE VALLEY	74,701	7,373
ARCADIA	57,374	5,779
ARTESIA	16,816	1,797
AVALON	3,718	442
AZUSA	49,762	5,079
BALDWIN PARK	75,537	7,450
BANNING	31,068	3,359
BARSTOW	24,248	2,481
BEAUMONT	46,179	4,749
BELL	36,408	3,850
BELLFLOWER	76,657	7,553
BELL GARDENS	42,824	4,440
BEVERLY HILLS	34,646	3,688
BIG BEAR LAKE	5,047	564
BLYTHE	19,660	2,059
BRADBURY	1,107	202
BRAWLEY	26,928	2,978
BREA	44,214	4,568
BUENA PARK	83,884	8,218
BURBANK	105,033	10,414
CALABASAS	24,202	2,477

Membership Assessment Schedule

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment Schedule

Fiscal Year 2018-19
as of February 1, 2018

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2018-19
CALEXICO	40,921	4,265
CALIMESA	8,637	895
CALIPATRIA	7,555	795
CAMARILLO	69,623	6,906
CANYON LAKE	10,891	1,252
CARSON	93,674	9,119
CATHEDRAL CITY	54,557	5,520
CERRITOS	50,039	5,104
CHINO	88,026	8,599
CHINO HILLS	80,676	7,923
CLAREMONT	36,225	3,833
COACHELLA	45,551	4,691
COLTON	53,879	5,458
COMMERCE	13,064	1,452
COMPTON	100,050	9,956
CORONA	167,759	16,186
COSTA MESA	114,044	11,243
COVINA	49,011	5,010
CUDAHY	24,411	2,496
CULVER CITY	40,103	4,190
CYPRESS	49,655	5,069
DANA POINT	33,699	3,601
DESERT HOT SPRINGS	29,111	3,179
DIAMOND BAR	57,066	5,751
DOWNEY	113,832	11,224
DUARTE	22,033	2,277
EASTVALE	64,613	6,445
EL CENTRO	45,628	4,698
EL MONTE	114,268	11,264
EL SEGUNDO	16,717	1,788
FILLMORE	15,683	1,693
FONTANA	212,786	20,329
FOUNTAIN VALLEY	56,709	5,718
FULLERTON	142,234	13,837
GARDEN GROVE	176,277	16,970
GARDENA	60,721	6,087
GLENDALE	201,748	19,313
GLENDORA	52,608	5,341
GRAND TERRACE	12,435	1,394
HAWAIIAN GARDENS	14,753	1,607

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Membership Assessment Schedule

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment Schedule

Fiscal Year 2018-19
as of February 1, 2018

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2018-19
HAWTHORNE	87,662	8,566
HEMET	81,868	8,033
HERMOSA BEACH	19,616	2,055
HESPERIA	94,133	9,161
HIDDEN HILLS	1,885	273
HIGHLAND	54,377	5,503
HOLTVILLE	6,255	676
HUNTINGTON BEACH	197,574	18,929
HUNTINGTON PARK	59,383	5,964
IMPERIAL	18,658	1,967
INDIAN WELLS	5,450	601
INDIO	88,718	8,663
INDUSTRY	440	140
INGLEWOOD	114,900	11,322
IRVINE	267,086	25,325
IRWINDALE	1,423	231
JURUPA VALLEY	101,315	10,072
LA CANADA FLINTRIDGE	20,497	2,136
LA HABRA	62,084	6,212
LA HABRA HEIGHTS	5,463	603
LA MIRADA	49,434	5,049
LA PALMA	15,984	1,721
LA PUENTE	40,455	4,222
LA QUINTA	40,677	4,243
LA VERNE	33,174	3,552
LAGUNA BEACH	23,505	2,413
LAGUNA HILLS	31,544	3,402
LAGUNA NIGUEL	66,689	6,636
LAGUNA WOODS	16,319	1,752
LAKE ELSINORE	62,092	6,213
LAKE FOREST	84,931	8,315
LAKESWOOD	79,272	7,794
LANCASTER	157,820	15,271
LAWNSDALE	33,365	3,570
LOMA LINDA	24,528	2,507
LOMITA	20,403	2,127
LONG BEACH	480,173	44,932
LOS ALAMITOS	11,739	1,330
LOS ANGELES	4,041,707	373,137
LYNWOOD	71,997	7,125

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Membership Assessment Schedule

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment Schedule

Fiscal Year 2018-19
as of February 1, 2018

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2018-19
MALIBU	12,742	1,422
MANHATTAN BEACH	35,488	3,765
MAYWOOD	28,016	3,078
MENIFEE	90,660	8,842
MISSION VIEJO	96,718	9,399
MONROVIA	38,514	4,044
MONTCLAIR	39,122	4,100
MONTEBELLO	63,917	6,381
MONTEREY PARK	61,606	6,169
MOORPARK	36,828	3,889
MORENO VALLEY	206,750	19,774
MURRIETA	114,914	11,323
NEEDLES	5,044	564
NEWPORT BEACH	84,915	8,313
NORCO	26,882	2,973
NORWALK	105,526	10,460
OJAI	7,553	795
ONTARIO	174,283	16,786
OXNARD	207,772	19,868
PALM DESERT	50,740	5,169
PALM SPRINGS	47,379	4,859
PALMDALE	158,605	15,344
PALOS VERDES ESTATES	13,663	1,507
PARAMOUNT	55,923	5,646
PASADENA	143,333	13,938
PERRIS	75,739	7,469
PICO RIVERA	64,046	6,393
PLACENTIA	52,268	5,309
POMONA	155,306	15,040
PORT HUENEME	22,808	2,349
RANCHO CUCAMONGA	177,324	17,066
RANCHO MIRAGE	18,295	1,933
RANCHO PALOS VERDES	42,884	4,446
REDLANDS	69,851	6,927
REDONDO BEACH	68,907	6,840
RIALTO	106,528	10,552
RIVERSIDE	326,792	30,819
ROLLING HILLS	1,922	277
ROLLING HILLS ESTATES	8,059	842
ROSEMEAD	54,984	5,559

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Membership Assessment Schedule

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment Schedule

Fiscal Year 2018-19
as of February 1, 2018

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2018-19
SAN BERNARDINO	216,972	20,714
SAN BUENAVENTURA	109,275	10,805
SAN CLEMENTE	65,975	6,571
SAN DIMAS	34,231	3,650
SAN FERNANDO	24,486	2,503
SAN GABRIEL	41,020	4,274
SAN JACINTO	47,925	4,910
SAN JUAN CAPISTRANO	36,262	3,837
SAN MANUEL BAND OF MISSION INDIANS	200	118
SAN MARINO	13,467	1,489
SANTA ANA	341,341	32,158
SANTA CLARITA	216,350	20,657
SANTA FE SPRINGS	18,291	1,933
SANTA MONICA	93,834	9,134
SANTA PAULA	30,654	3,321
SEAL BEACH	24,890	2,540
SIERRA MADRE	11,010	1,263
SIGNAL HILL	11,609	1,318
SIMI VALLEY	127,309	12,464
SOUTH EL MONTE	20,862	2,170
SOUTH GATE	98,633	9,575
SOUTH PASADENA	25,992	2,892
STANTON	39,611	4,145
TEMECULA	111,024	10,966
TEMPLE CITY	36,389	3,848
THOUSAND OAKS	131,457	12,846
TORRANCE	147,101	14,285
TUSTIN	82,372	8,079
TWENTYNINE PALMS	26,919	2,977
UPLAND	76,790	7,566
VERNON	209	119
VICTORVILLE	123,565	12,119
VILLA PARK	5,944	647
WALNUT	30,134	3,273
WEST COVINA	107,813	10,670
WEST HOLLYWOOD	35,882	3,802
WESTLAKE VILLAGE	8,370	870
WESTMINSTER	93,533	9,106
WESTMORELAND	2,302	312
WILDOMAR	35,782	3,792

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

Membership Assessment Schedule

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

Proposed Membership Assessment Schedule

Fiscal Year 2018-19
as of February 1, 2018

	UNINC POP COUNTIES/TOTAL POP CITIES	ASSESSMENTS 2018-19
WHITTIER	87,708	8,570
YORBA LINDA	67,890	6,747
YUCCA VALLEY	21,519	2,230
YUCAIPA	54,324	5,498
SUB-TOTAL	16,836,783	1,637,939
GRAND TOTAL-ASSESSMENTS	18,836,777	1,945,462
<u>COMMISSIONS</u>		
SANBAG	2,160,256	25,000
RCTC	2,384,783	25,000
VCTC	857,386	10,000
ICTC	188,334	3,500
Transportation Corridor Agency		10,000
OCTA	3,194,024	25,000
Air Districts		10,000
SUB-TOTAL		108,500
TOTAL MEMBERSHIP AND ASSESSMENTS		2,053,962

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

SCAG Salary Schedule

	Classification	Ranges						Time Base
		Minimum	Minimum Hourly	Midpoint	Midpoint Hourly	Maximum	Maximum Hourly	
1	Accountant I	\$58,178.59	\$27.97	\$66,897.73	\$32.16	\$75,616.86	\$36.35	Monthly
2	Accountant II	\$63,404.97	\$30.48	\$72,914.44	\$35.06	\$82,423.91	\$39.63	Monthly
3	Accountant III	\$70,390.48	\$33.84	\$80,945.23	\$38.92	\$91,499.98	\$43.99	Monthly
4	Accounting Systems Analyst	\$77,987.86	\$37.49	\$89,689.86	\$43.12	\$101,391.87	\$48.75	Monthly
5	Accounting Technician	\$45,533.28	\$21.89	\$52,365.83	\$25.18	\$59,198.37	\$28.46	Hourly
6	Administrative Assistant	\$51,601.11	\$24.81	\$59,329.32	\$28.52	\$67,057.54	\$32.24	Hourly
7	Assistant Analyst to the Ex Director	\$67,996.53	\$32.69	\$78,185.33	\$37.59	\$88,374.12	\$42.49	Monthly
8	Assistant Internal Auditor	\$77,919.09	\$37.46	\$89,595.17	\$43.07	\$101,271.25	\$48.69	Monthly
9	Assistant Regional Planner	\$64,738.25	\$31.12	\$74,459.67	\$35.80	\$84,181.09	\$40.47	Monthly
10	Assistant to the Executive Director	\$109,205.74	\$52.50	\$125,590.61	\$60.38	\$141,975.48	\$68.26	Monthly
11	Associate Analyst to the Ex Director	\$80,762.57	\$38.83	\$92,874.29	\$44.65	\$104,986.00	\$50.47	Monthly
12	Associate Regional Planner	\$75,474.55	\$36.29	\$86,798.40	\$41.73	\$98,122.25	\$47.17	Monthly
13	Budget and Grants Analyst I	\$63,546.15	\$30.55	\$73,076.84	\$35.13	\$82,607.52	\$39.72	Monthly
14	Budget and Grants Analyst II	\$74,530.67	\$35.83	\$85,714.00	\$41.21	\$96,897.32	\$46.59	Monthly
15	Chief Counsel/Director of Legal Services	\$190,459.68	\$91.57	\$219,032.54	\$105.30	\$247,605.40	\$119.04	Monthly
16	Chief Operating Officer	\$208,165.25	\$100.08	\$239,390.04	\$115.09	\$270,614.82	\$130.10	Monthly
17	Chief Financial Officer	\$181,261.12	\$87.14	\$208,452.89	\$100.22	\$235,644.66	\$113.29	Monthly
18	Chief Information Officer	\$172,531.61	\$82.95	\$198,420.47	\$95.39	\$224,309.33	\$107.84	Monthly
19	Clerk of the Board	\$97,598.59	\$46.92	\$112,231.74	\$53.96	\$126,864.89	\$60.99	Monthly
20	Community Engagement Specialist	\$61,491.14	\$29.56	\$70,713.50	\$34.00	\$79,935.86	\$38.43	Monthly
21	Contracts Administrator I	\$63,546.15	\$30.55	\$73,076.84	\$35.13	\$82,607.52	\$39.72	Monthly
22	Contracts Administrator II	\$74,530.67	\$35.83	\$85,714.00	\$41.21	\$96,897.32	\$46.59	Monthly
23	Contracts and Purchasing Assistant	\$51,567.57	\$24.79	\$59,308.92	\$28.51	\$67,050.26	\$32.24	Hourly
24	Database Administrator	\$86,563.38	\$41.62	\$99,545.41	\$47.86	\$112,527.45	\$54.10	Monthly
25	Department Manager	\$137,635.68	\$66.17	\$158,281.03	\$76.10	\$178,926.38	\$86.02	Monthly
26	Deputy Clerk of the Board	\$78,041.60	\$37.52	\$89,806.08	\$43.18	\$101,570.56	\$48.83	Monthly
27	Deputy Director (Division)	\$158,512.27	\$76.21	\$182,290.42	\$87.64	\$206,068.56	\$99.07	Monthly
28	Deputy Executive Director	\$198,068.68	\$95.23	\$227,788.10	\$109.51	\$257,507.53	\$123.80	Monthly
29	Deputy Legal Counsel I	\$100,262.18	\$48.20	\$115,307.18	\$55.44	\$130,352.19	\$62.67	Monthly
30	Deputy Legal Counsel II	\$120,314.18	\$57.84	\$138,368.18	\$66.52	\$156,422.19	\$75.20	Monthly
31	Division Director	\$172,531.61	\$82.95	\$198,420.47	\$95.39	\$224,309.33	\$107.84	Monthly
32	Executive Assistant	\$76,044.80	\$36.56	\$89,481.60	\$43.02	\$102,918.40	\$49.48	Hourly
33	GIS Analyst	\$74,780.16	\$35.95	\$85,997.18	\$41.34	\$97,214.21	\$46.74	Monthly
34	Grants Administrator	\$90,195.04	\$43.36	\$103,713.58	\$49.86	\$117,232.13	\$56.36	Monthly
35	Graphics Designer	\$60,134.18	\$28.91	\$69,154.67	\$33.25	\$78,175.15	\$37.58	Monthly
36	Human Resources Analyst	\$69,600.02	\$33.46	\$80,033.69	\$38.48	\$90,467.35	\$43.49	Monthly
37	Human Resources Assistant	\$59,674.57	\$28.69	\$68,624.42	\$32.99	\$77,574.28	\$37.30	Hourly
38	Internal Auditor	\$137,635.68	\$66.17	\$158,281.03	\$76.10	\$178,926.38	\$86.02	Monthly
39	Lead Accountant	\$98,383.51	\$47.30	\$113,144.86	\$54.40	\$127,906.21	\$61.49	Monthly
40	Lead Budget & Grants Analyst	\$90,187.33	\$43.36	\$103,706.73	\$49.86	\$117,226.13	\$56.36	Monthly
41	Lead Graphics Designer	\$71,536.61	\$34.39	\$82,260.92	\$39.55	\$92,985.24	\$44.70	Monthly
42	Lead Operations Technician	\$71,598.86	\$34.42	\$82,341.34	\$39.59	\$93,083.83	\$44.75	Monthly
43	Lead Programmer Analyst	\$100,323.59	\$48.23	\$115,368.43	\$55.47	\$130,413.26	\$62.70	Monthly

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)

SCAG Salary Schedule

Classification	Ranges						Time Base	
	Minimum	Minimum Hourly	Midpoint	Midpoint Hourly	Maximum	Maximum Hourly		
44	Legislative Aide	\$51,601.11	\$24.81	\$59,329.32	\$28.52	\$67,057.54	\$32.24	Hourly
45	Legislative Analyst I	\$59,255.10	\$28.49	\$68,142.10	\$32.76	\$77,029.10	\$37.03	Monthly
46	Legislative Analyst II	\$70,994.56	\$34.13	\$81,643.74	\$39.25	\$92,292.93	\$44.37	Monthly
47	Legislative Analyst III	\$82,125.49	\$39.48	\$94,435.44	\$45.40	\$106,745.39	\$51.32	Monthly
48	Legislative Analyst IV	\$93,129.65	\$44.77	\$107,100.36	\$51.49	\$121,071.08	\$58.21	Monthly
49	Management Analyst	\$76,040.24	\$36.56	\$87,450.08	\$42.04	\$98,859.92	\$47.53	Monthly
50	Member Relations Officer I	\$61,491.14	\$29.56	\$70,713.50	\$34.00	\$79,935.86	\$38.43	Monthly
51	Member Relations Officer II	\$73,673.60	\$35.42	\$84,724.64	\$40.73	\$95,775.68	\$46.05	Monthly
52	Member Relations Officer III	\$85,224.57	\$40.97	\$97,999.04	\$47.11	\$110,773.52	\$53.26	Monthly
53	Member Relations Officer IV	\$96,643.98	\$46.46	\$111,141.89	\$53.43	\$125,639.80	\$60.40	Monthly
54	Office Assistant	\$44,483.71	\$21.39	\$51,162.91	\$24.60	\$57,842.10	\$27.81	Hourly
55	Office Services Specialist	\$44,483.71	\$21.39	\$51,162.91	\$24.60	\$57,842.10	\$27.81	Hourly
56	Operations Supervisor	\$84,471.30	\$40.61	\$94,255.62	\$45.32	\$104,039.94	\$50.02	Monthly
57	Operations Technician	\$44,483.71	\$21.39	\$51,162.91	\$24.60	\$57,842.10	\$27.81	Hourly
58	Operations Technician II	\$53,407.01	\$25.68	\$61,414.08	\$29.53	\$69,421.15	\$33.38	Hourly
59	Operations Technician III	\$59,674.57	\$28.69	\$68,624.42	\$32.99	\$77,574.28	\$37.30	Hourly
60	Planning Technician	\$60,758.88	\$29.21	\$69,879.39	\$33.60	\$78,999.90	\$37.98	Hourly
61	Program Manager I	\$102,074.92	\$49.07	\$117,378.14	\$56.43	\$132,681.37	\$63.79	Monthly
62	Program Manager II	\$109,205.74	\$52.50	\$125,590.61	\$60.38	\$141,975.48	\$68.26	Monthly
63	Programmer Analyst	\$74,581.86	\$35.86	\$85,772.84	\$41.24	\$96,963.83	\$46.62	Monthly
64	Public Affairs Specialist I	\$61,491.14	\$29.56	\$70,713.50	\$34.00	\$79,935.86	\$38.43	Monthly
65	Public Affairs Specialist II	\$73,673.60	\$35.42	\$84,724.64	\$40.73	\$95,775.68	\$46.05	Monthly
66	Public Affairs Specialist III	\$85,224.57	\$40.97	\$97,999.04	\$47.11	\$110,773.52	\$53.26	Monthly
67	Public Affairs Specialist IV	\$96,643.98	\$46.46	\$111,141.89	\$53.43	\$125,639.80	\$60.40	Monthly
68	Receptionist	\$44,483.71	\$21.39	\$51,162.91	\$24.60	\$57,842.10	\$27.81	Hourly
69	Records Analyst	\$76,040.24	\$36.56	\$87,450.08	\$42.04	\$98,859.92	\$47.53	Monthly
70	Regional Planner Specialist	\$95,398.12	\$45.86	\$109,699.82	\$52.74	\$124,001.53	\$59.62	Monthly
71	Senior Accountant	\$77,911.38	\$37.46	\$89,596.88	\$43.08	\$101,282.39	\$48.69	Monthly
72	Senior Administrative Assistant	\$59,674.57	\$28.69	\$68,624.42	\$32.99	\$77,574.28	\$37.30	Hourly
73	Senior Analyst to the Ex Director	\$91,338.62	\$43.91	\$105,039.42	\$50.50	\$118,740.21	\$57.09	Monthly
74	Senior Budget & Grants Analyst	\$81,986.22	\$39.42	\$94,287.88	\$45.33	\$106,589.54	\$51.24	Monthly
75	Senior Contracts Administrator	\$81,986.22	\$39.42	\$94,287.88	\$45.33	\$106,589.54	\$51.24	Monthly
76	Senior Economist	\$93,368.37	\$44.89	\$107,376.30	\$51.62	\$121,384.22	\$58.36	Monthly
77	Senior Graphic Designer	\$67,805.34	\$32.60	\$77,973.67	\$37.49	\$88,142.00	\$42.38	Monthly
78	Senior Human Resources Analyst	\$84,787.79	\$40.76	\$97,516.10	\$46.88	\$110,244.41	\$53.00	Monthly
79	Senior Management Analyst	\$83,646.80	\$40.21	\$96,197.63	\$46.25	\$108,748.45	\$52.28	Monthly
80	Senior Operations Technician	\$65,649.99	\$31.56	\$75,489.52	\$36.29	\$85,329.05	\$41.02	Monthly
81	Senior Programmer Analyst	\$90,886.60	\$43.70	\$104,510.95	\$50.25	\$118,135.29	\$56.80	Monthly
82	Senior Regional Planner	\$83,037.14	\$39.92	\$95,493.82	\$45.91	\$107,950.50	\$51.90	Monthly
83	Senior Regional Planner Specialist	\$102,074.92	\$49.07	\$117,378.14	\$56.43	\$132,681.37	\$63.79	Monthly
84	Transportation Modeler I	\$63,830.21	\$30.69	\$73,404.74	\$35.29	\$82,979.27	\$39.89	Monthly
85	Transportation Modeler II	\$75,474.55	\$36.29	\$86,798.40	\$41.73	\$98,122.25	\$47.17	Monthly
86	Transportation Modeler III	\$89,068.51	\$42.82	\$102,435.47	\$49.25	\$115,802.42	\$55.67	Monthly
87	Transportation Modeler IV	\$102,074.92	\$49.07	\$117,378.14	\$56.43	\$132,681.37	\$63.79	Monthly
88	Transportation Modeling Prog Mgr	\$109,205.74	\$52.50	\$125,590.61	\$60.38	\$141,975.48	\$68.26	Monthly
89	Web/Graphic Designer	\$66,149.74	\$31.80	\$76,070.97	\$36.57	\$85,992.19	\$41.34	Monthly

Attachment: FY 2018-19 Comprehensive Budget (Amendment 2 to the FY 2018-19 Comprehensive Budget)



900 Wilshire Blvd., Ste.
1700 Los Angeles, CA
90017 Phone: (213) 236-
1800

REGIONAL OFFICES

IMPERIAL COUNTY

1503 North Imperial Ave., Ste.
104 El Centro, CA 92243
Phone: (760) 353-7800

ORANGE COUNTY

OCTA Building
600 South Main St., Ste. 1233
Orange, CA 92868
Phone: (714) 542-3687

RIVERSIDE COUNTY

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

SAN BERNARDINO COUNTY

Santa Fe Depot
1170 West 3rd St., Ste.
140 San Bernardino, CA
92418 Phone: (909) 806-
3556

VENTURA COUNTY

950 County Square Dr., Ste.
101
Ventura, CA 93003
Phone: (805) 642-2800

The Southern California Association of Governments (SCAG) is the nation's largest metropolitan planning organization and council of governments. To better serve the 18 million residents and 191 cities it represents, SCAG has an office in each of its six member counties: Imperial, Los Angeles, Orange, Riverside, San Bernardino and Ventura. For more information about SCAG call (213) 236-1800 or visit us at www.scag.ca.gov.



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 6, 2018

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Basil Panas, Chief Financial Officer, Finance, 213-236-1817,
panas@scag.ca.gov
Subject: Contracts \$200,000 or Greater: 18-028-C01, Regional
Transportation Plan (RTP) Implementation and Technical
Assistance Services

EXECUTIVE DIRECTOR'S
APPROVAL

Handwritten signature of Horacio Hernandez

RECOMMENDED ACTION:

Approve Contract No. 18-028-C01 in an amount not to exceed \$687,846 with System Metrics Group, to develop critical milestones and documentation of the region's progress in implementing the 2016 Regional Transportation Plan / Sustainable Communities Strategy (2016 RTP/SCS) and provide technical support for the development of the 2020 RTP/SCS.

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 project scope of services entails development of critical milestones and documentation of the region's progress in implementing the 2016 RTP/SCS. The scope includes the identification of potential challenges with implementing key initiatives, new opportunity areas, recommended action steps, and potential implications for the 2020 RTP/SCS. Consultant services also include providing technical support for the development of the 2020 RTP/SCS, focusing on assessment of transportation projects, programs and strategies to be incorporated into the plan as well as implementation of performance measures compliant with federal requirements.

Additionally, key strategies related to value pricing as identified in the 2016 RTP/SCS require further coordination support and reexamination in the context of recently implemented projects, new mobility initiatives, and technology innovations. As such, consultant assistance entails technical support and coordination of multiple activities underway for the region's value pricing initiatives.

BACKGROUND:

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

Table with 3 columns: Consultant/Contract #, Contract Purpose, Contract Amount. Row 1: System Metrics Group, Inc. (18-028-C01), The consultant shall help develop critical milestones and documentation of the region's progress in implementing the 2016 RTP/SCS and provide technical support for the, \$687,846

development of the 2020 RTP/SCS.

FISCAL IMPACT:

Funding of \$232,500 is available in the FY 2018-19 Overall Work Program (OWP) budget in project number 010.0170.01 (\$200,000) and project number 015.0159.04 (\$32,500). The remaining balance of \$455,346 will be included in future amendments to the FY2018-19 OWP budget and in the FY 2019-20 OWP budget in project numbers 010.0170.01, 0159.0159.04, and 130.0162.10, subject to budget approval.

ATTACHMENT(S):

1. 18-028-C01 Attachment
2. Contract 18-028-C01 Conflict of Interest Form

CONSULTANT CONTRACT 18-028-C01

Recommended Consultant:

System Metrics Group, Inc.

Background & Scope of Work:

On April 7, 2016, SCAG’s Regional Council adopted the 2016 Regional Transportation Plan / Sustainable Communities Strategy (2016 RTP/SCS). The 2016 RTP/SCS places new emphasis on sustainable transportation, committing the highest levels of funding ever for modes such as active transportation while maintaining a strong commitment to preserving the region’s existing multimodal transportation system. The focus of this project is to establish a pathway for implementing key initiatives contained in the adopted 2016 RTP/SCS and prepare the technical groundwork for developing the 2020 RTP/SCS.

The project scope of services entails development of critical milestones and documentation of the region’s progress in implementing the 2016 RTP/SCS. The scope includes the identification of potential challenges with implementing key initiatives, new opportunity areas, recommended action steps, and potential implications for the 2020 RTP/SCS. Consultant services also include providing technical support for the development of the 2020 RTP/SCS, focusing on assessment of transportation projects, programs and strategies to be incorporated into the plan as well as implementation of performance measures compliant with federal requirements.

Additionally, key strategies related to value pricing as identified in the 2016 RTP/SCS require further coordination support and reexamination in the context of recently implemented projects, new mobility initiatives, and technology innovations. As such, consultant assistance entails technical support and coordination of multiple activities underway for the region’s value pricing initiatives.

Project’s Benefits & Key Deliverables:

Project primary benefit entails development of critical milestones and documentation of the region’s progress in implementing the 2016 RTP/SCS. The key deliverables will include but are not limited to, the identification of potential challenges with implementing key initiatives, new opportunity areas, recommended action steps, and potential implications for the 2020 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, 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.

Contract Amount:

Total not to exceed	\$687,846
System Metrics Group, Inc. (prime consultant)	\$353,893
WSP, Inc. (subconsultant)	\$147,264
Natural Resources Defense Council (subconsultant)	\$70,000
CLR Analytics (subconsultant)	\$63,000
Transportation Analytics (subconsultant)	\$53,689

Note: System Metrics Group, Inc. originally proposed \$700,044, but staff negotiated the price down to \$687,846 without reducing the scope of work.

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

Project Number(s): 010.0170.01 \$ 200,000
015.0159.04 \$ 32,500

The remaining balance of \$455,346 will be included in future amendments to the FY 2018-19 OWP budget and in the FY 2019-20 budget in project numbers 010.0170.01, 0159.0159.04, and 130.0162.10, subject to budget approval.

Funding source(s): Consolidated Planning Grant (CPG) – Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), and Transportation Development Act (TDA).

Request for Proposal (RFP): SCAG staff notified 4,342 firms of the release of RFP 18-028-C01 via SCAG’s Solicitation Management System website. A total of 66 firms downloaded the RFP. SCAG received one proposals in response to the solicitation:

System Metrics Group, Inc. (3 subconsultants) \$700,044

After receiving only one proposal, staff surveyed 86 firms that downloaded the RFP to determine why each did not submit a proposal. Based on the 10 firms that responded staff concluded that the lack of offerors was not a result of a deficiency on part of the specifications or terms and conditions that would need to be corrected. Further, staff believes that reissuing the RFP will not yield additional offers and further delay in award a contract will likely impact development of the 2020 RTP/SCS. Staff subsequently requested and received Caltrans approval to move forward with reviewing the single offer received. Note staff advertised the RFP for four (4) weeks as required by SCAG’s Procurement Manual (Section 6.6.3)

Selection Process: The Proposal Review Committee (PRC) evaluated the one proposal in accordance with the criteria set forth in the RFP, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating the proposal, the PRC did not conduct interviews because the proposals contained sufficient information on which to base a contract award.

The PRC consisted of the following individuals:

Annie Nam, Manager of Goods Movement and Transportation Finance, SCAG
Naresh Amatya, Manager of Transportation, SCAG
Dan Kopulsky, Chief Office of Multimodal System Planning, Caltrans District 7

Basis for Selection: The PRC recommended System Metrics Group for the contract award because the consultant:

- Provided a project team that brings the breadth and depth of experience and expertise necessary to successfully deliver desired outcomes and work products associated with each of the project components, namely, provide technical support for reporting progress in implementing the 2016 RTP/SCS and develop the 2020 RTP/SCS, develop regional transportation system management plan,

and provide technical assistance for ongoing planning and market research related to value pricing;

- Provided a thoughtful, insightful, and clear discussion of the work to be completed, addressing all key critical issues pertinent to the objectives of the project;
- Demonstrated a comprehensive understanding of the dynamics of the SCAG region and ability to address the complex issues and dynamic nature of the project; and
- Demonstrated keen awareness of emerging issues for consideration and the need to flexibly address key project category objectives.

**Conflict Of Interest (COI) Form - Attachment
For September 6, 2018 Regional Council Approval**

Approve Contract No. 18-028-C01 in an amount not to exceed \$687,846 with System Metrics Group, to develop critical milestones and documentation of the region’s progress in implementing the 2016 Regional Transportation Plan / Sustainable Communities Strategy (2016 RTP/SCS) and provide technical support for the development of the 2020 RTP/SCS.

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)?
System Metrics Group, Inc. (prime consultant)	No - form attached
CLR Analytics (subconsultant)	No - form attached
Transportation Analytics (subconsultant)	No - form attached
WSP (subconsultant)	Yes - form attached

SCAG CONFLICT OF INTEREST FORM

RFP No. 18-028

SECTION I: INSTRUCTIONS

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

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "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: System Metrics Group, Inc.

Name of Preparer: Bill McCullough

Project Title: Regional Transportation Plan (RTP) Implementation and Technical Assistance Services

RFP Number: 18-028 Date Submitted: May 14, 2018

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) Bill McCullough, hereby declare that I am the (position or title) Vice President of (firm name) System Metrics Group, Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated May 10, 2018 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.


 _____ May 10, 2018
 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. 18-028

SECTION I: INSTRUCTIONS

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

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "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: WSP USA Inc.

Name of Preparer: Laura Unger, U.S. Regulatory Compliance Manager

Project Title: Regional Transportation Plan Implementation and Technical Assistance Services

RFP Number: 18-028 Date Submitted: May 3, 2018

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
Please see attached listing of campaign contributions		

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) Lisa Maurath, hereby declare that I am the (position or title) Area Manager of (firm name) WSP USA Inc., and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated May 3, 2018 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.

 _____ Signature of Person Certifying for Proposer (original signature required)	_____ May 3, 2018 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.

WSP USA Inc.

Campaign Contributions

Council Member	Date	Amount	Contributor
Curran Price	4/20/2009	200.00	WSP USA Inc.
Kris Murray	2/17/2010	1,000.00	WSP USA Inc.
Curran Price	5/14/2010	250.00	WSP USA Inc.
Janice Hahn	5/17/2010	500.00	WSP USA Inc.
Kris Murray	11/1/2010	1,000.00	WSP USA Inc.
Mitch Englander	4/13/2011	500.00	WSP USA Inc.
Curran Price	7/20/2011	1,000.00	WSP USA Inc.
Rep. Janice Hahn	3/27/2012	1,000.00	WSP USA Inc. PAC
Kris Murray	4/11/2012	500.00	WSP USA Inc.
Shawn Nelson	9/30/2012	250.00	WSP USA Inc.
Curren Price	4/19/2013	700.00	WSP USA Inc.
Rep. Janice Hahn	7/15/2013	1,500.00	WSP USA Inc. PAC
Dennis Michael	10/21/2013	500.00	WSP USA Inc.
Kris Murray	11/11/2013	1,000.00	WSP USA Inc.
Rep. Janice Hahn	3/18/2014	1,000.00	WSP USA Inc. PAC
Kris Murray	4/23/2014	400.00	WSP USA Inc.
Alan Wapner	6/4/2014	250.00	WSP USA Inc.
Dennis Michael	8/28/2014	500.00	WSP USA Inc.
Rep. Janice Hahn	9/11/2014	1,000.00	WSP USA Inc. PAC
Alan Wapner	2/15/2015	1,000.00	WSP USA Inc.
Alan Wapner	2/11/2016	1,000.00	WSP USA Inc.
Monica Rodriguez	2/22/2017	250.00	WSP USA Inc.
Rep. Alan Lowenthal	7/17/2017	1,000.00	WSP USA Inc. PAC

SCAG CONFLICT OF INTEREST FORM

RFP No. 18-028

SECTION I: INSTRUCTIONS

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

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "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: Natural Resources Defense Council

Name of Preparer: Amanda Eaken

Project Title: Regional Transportation (RTP) Implementation - Technical Assistance

RFP Number: 18 - 028 Date Submitted: July 24, 2018

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) Amanda Eaken, hereby declare that I am the (position or title) Director Transportation - Climate of (firm name) Natural Resources Defense Council, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated July 24, 2018 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.

 Signature of Person Certifying for Proposer
 (original signature required)

July 24, 2018

 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. 18-028

SECTION I: INSTRUCTIONS

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

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "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: CLR Analytics Inc.

Name of Preparer: Li anyu Chu

Project Title: Regional Transportation Plan

RFP Number: 18-028 **Date Submitted:** 5/3/2018

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 18-028-C01 Conflict of Interest Form (Contracts \$200,000 or Greater: 18-028-C01, Regional Transportation Plan (RTP))

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) Li anyu Chu, hereby declare that I am the (position or title) President of (firm name) CLR Analytics 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 05/03/2018 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)

5/3/2018

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. 18-028

SECTION I: INSTRUCTIONS

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

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "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: TRANSPORTATION ANALYTICS
Name of Preparer: DIANA M. DORINSON, FOUNDER & PRINCIPAL
Project Title: RTP IMPLEMENTATION AND TECHNICAL ASSISTANCE
RFP Number: 18-028 Date Submitted: 06-MAY-2018

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:

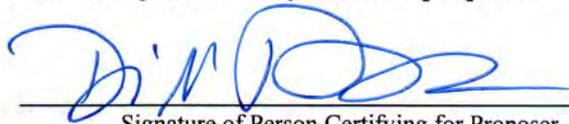
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

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) DIANA M. DORINSON, hereby declare that I am the (position or title) FOUNDER & PRINCIPAL of (firm name) TRANSPORTATION ANALYTICS, 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 06 MAY 2018 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)

06 MAY 2018

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
September 6, 2018

To: Executive/Administration Committee (EAC) REGIONAL COUNCIL
Regional Council (RC) EXECUTIVE DIRECTOR'S APPROVAL
From: Basil Panas, Chief Financial Officer, Contracts, 213-236-1817, panas@scag.ca.gov
Subject: Contracts \$200,000 or Greater: 19-004-C01, Agenda Management Software Maintenance

RECOMMENDED ACTION:

Approve Contract No. 19-004-C01 in an amount not to exceed \$258,320 with Granicus Government at Carahsoft, to provide software licenses and maintenance for SCAG's Agenda Management platform, for five (5) years.

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:

Staff is procuring new software licenses and maintenance that will enable staff to continue to use its Agenda Management Platform. The Agenda Management Platform will allow SCAG to prepare for meetings, approve agenda items, generate documents and create meeting packets. It will also allow for video streaming of public meetings and voting management.

BACKGROUND:

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

Table with 3 columns: Consultant/Contract #, Contract Purpose, Contract Amount. Row 1: Granicus Government at Carahsoft (19-004-C01), The consultant shall provide software licenses and maintenance for SCAG's Agenda Management platform., \$258,320

FISCAL IMPACT:

Funding of \$48,964 is available in the FY 2018-19 budget, and the remaining balance is expected to be available in the FY 2019-2020, FY 2020 - 2021, FY 2021 - 2022, and FY 2022 - 2023 budgets in Project Number 811-1163.15, subject to budget availability.

ATTACHMENT(S):

- 1. Contract 19-004-C01 Attachment
2. Contract 19-004-C01 Conflict of Interest Form

CONSULTANT CONTRACT 19-004-C01

Recommended Consultant:	Granicus Government at Carahsoft
Background & Scope of Work:	Under this agreement, Granicus Government at Carahsoft acts as the channel partner and reseller for the purchase of software licenses provided by Accela Inc. This is a five (5) year agreement for SCAG’s Agenda Management software system and maintenance. The Agenda Management Platform will allow SCAG to prepare for meetings, approve agenda items, generate documents and create meeting packets. It will also allow for video streaming of public meetings and voting management.
Project’s Benefits & Key Deliverables:	The project’s benefits and key deliverables include, but are not limited to: <ul style="list-style-type: none">• The Accela Civic Platform: improves efficiency, increase engagement and delivery transparency; and• The Civic Insight Platform: delivers transparency and performance analytics through a cloud-based tool that measures, tracks and visualizes planning, permitting and code enforcement data using interactive maps and visualizations.
Strategic Plan:	This item supports SCAG’s Strategic Plan 4: Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.
Contract Amount:	Total not to exceed: \$258,320
Contract Period:	Notice-to -Proceed through September 19, 2023
Project Number(s):	811-1163.15 \$48,964 Funding source(s): Indirect Cost Fund. Funding of \$48,964 is available in the FY 2018-19 budget, and the remaining balances is expected to be available in the FY 2019-2020, FY 2020 – 2021, FY 2021 – 2022, and FY 2022 – 2023 budgets in Project Number 811-1163.15, subject to budget availability.
Basis for Selection:	In accordance with SCAG’s Contract Manual Section 6.3, dated 12/1/16, to foster greater economy and efficiency, SCAG’s federal procurement guidance (2 CFR 200.318 [e]) authorizes SCAG to procure goods and services by entering into State and local intergovernmental agreements (Master Service Agreements – MSA’s). The goods and services procured under an MSA were previously competitively procured by another governmental entity (SCAG is essentially “piggy backing” on the agreement.) SCAG utilized an MSA with Granicus Government at Carahsoft (National IPA Contract No. #TCPN R150402) that was competitively procured. This MSA is specifically designed for use by local agencies to leverage combined purchasing power for discounted volume pricing.

**Conflict Of Interest (COI) Form - Attachment
For September 6, 2018 Regional Council Approval**

Approve Contract No. 19-004-C01 in an amount not to exceed \$258,320 with Granicus Government at Carahsoft, to provide software licenses and maintenance for SCAG's Agenda Management platform, for five (5) years.

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)?
Granicus Government at Carahsoft (prime consultant)	No - form attached

Attachment: Contract 19-004-C01 Attachment (Contracts \$200,000 or Greater: 19-004-C01, Agenda Management Software Maintenance)

SCAG CONFLICT OF INTEREST FORM

RFP No./Contract No. 19-004-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. 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: Carahsoft Technology Corporation
Name of Preparer: _____
Project Title: _____
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
_____	_____
_____	_____
_____	_____
_____	_____

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) Sean Hiebert, hereby declare that I am the (position or title) Partner Alliance Manager of (firm name) Carahsoft Technology Corp, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 8/28/18 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.

<i>Sean Hiebert</i>	8/28/18
_____ Signature of Person Certifying for Proposer (original signature required)	_____ Date

NOTICE

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



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 6, 2018

To: Executive/Administration Committee (EAC) **EXECUTIVE DIRECTOR'S**
Regional Council (RC) **APPROVAL**

From: Leyton Morgan, Manager of Contracts, Contracts, (213) 236-1982, morganl@scag.ca.gov 

Subject: Contracts \$200,000 or Greater: 18-025-C01, 48 month Lease of Production Copier/Printer and Walk-up machines

RECOMMENDED ACTION:

Approve Contract No. 18-025-C01 in an amount not to exceed \$398,508 with Konica Minolta Business Solutions USA, Inc. to replace SCAG’s Konica Minolta reprographics and copying equipment with similar equipment that has multifunction capabilities for a new 48-month lease including maintenance of one (1) production machine to be housed in the Reprographics Center; seven (7) walk-up machines; one (1) desk-top machine in Reception/Lobby area; and five (5) desk-top machines in the regional offices.

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:

With the new 48-month lease agreement, SCAG will be able to continue to implement a single, comprehensive print management program that includes new Reprographics Center equipment; walk-up equipment; as well as usage tracking and reporting.

BACKGROUND:

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

<u>Consultant/Contract #</u>	<u>Contract Purpose</u>	<u>Contract Amount</u>
Konica-Minolta (18-025-C01)	Replace old reprographics equipment and staff walk-up equipment, usage tracking and reporting.	\$398,508

FISCAL IMPACT:

Funding of \$84,210 is available in the FY 2018-19 Indirect Cost budget in project number 810-0120.03. Funding for future years of this contract will be included in the Indirect Cost budget

ATTACHMENT(S):

1. Contract 18-025-C01 Attachment
2. Contract 18-025-C01 Conflict of Interest Form

CONSULTANT CONTRACT 18-025-C01

Recommended Consultant:	Konica Minolta Business Solutions USA, Inc. (Konica Minolta)	
Background & Scope of Work:	<p>SCAG’s current fleet of leased copiers and printers expires in September 2018. Overall, SCAG’s printing usage has decreased in the last year and during our recent office move we eliminated all desktop printers in favor of more secure and efficient centrally managed multifunction devices that print, copy, and scan. SCAG also leverages an on-site color production digital press/printer and a high volume production network copier in our Reprographics department for events and specialty printing needs.</p> <p>This procurement replaces SCAG’s existing Konica Minolta reprographics and copying equipment with similar equipment that has multifunction capabilities for a new 48 month lease. The agreement continues the use of enterprise-level print management software to provide usage data and analytics for future decision making on opportunities for copy reduction and efficiency.</p>	
Project’s Benefits & Key Deliverables:	<p>The project’s benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none">• Right-sizing and refresh of equipment to reduce maintenance cost of aging printers and copiers;• Increase staff efficiency by installing high-performance equipment that uses a single interface across all SCAG offices;• Centrally manage secure printing via easy-to-use authentication (badge swipe) and ensure reduction of waste from misrouted or forgotten print jobs; and• Support sustainability efforts and energy efficiency through review of monthly copying/printing data.	
Strategic Plan:	This item supports SCAG’s Strategic Plan 4: Provide innovative information and value-added services to enhance member agencies’ planning and operations and promote regional collaboration.	
Contract Amount:	Total not to exceed Konica Minolta (prime consultant)	\$398,508
Contract Period:	Notice-to-Proceed through September 2022	
Project Number(s):	810-0120.03 \$398,508	
	Funding source(s): Indirect Cost Fund	
	<p>Funding of \$84,210 is available in the FY 2018-19 Indirect Cost budget in project number 810-0120.03. Funding for future years of this contract will be included in the Indirect Cost budget.</p>	
Basis for Selection:	In accordance with SCAG’s Contract Manual Section 6.3, dated 12/1/16, to foster greater economy and efficiency, SCAG’s federal procurement guidance (2 CFR 200.318 [e]) authorizes SCAG to procure goods and services by entering into State and local intergovernmental agreements (Master Service Agreements – MSA’s).	

Attachment: Contract 18-025-C01 Attachment (Contracts \$200,000 or Greater: 18-025-C01, 48 month Lease of Production Copier/Printer and

The goods and services procured under an MSA were previously competitively procured by another governmental entity (SCAG is essentially “piggy backing” on the agreement.) SCAG utilized an MSA with the National Association of State Procurement Officials (NASPO) Cooperative Agreement No. 3091, 7-15-70-24 for Copiers, Printers & Related Devices that was competitively procured. This MSA is specifically designed for use by local government agencies to leverage combined purchasing power for discounted volume pricing.

Konica Minolta is an industry leader in managed print services with a range of multifunction devices to meet the needs of SCAG’s employees. By refreshing our aged Konica Minolta equipment with updated models, we preserve our knowledgebase of data trends over time with minimal disruption to daily operations during the equipment refresh.

**Conflict Of Interest (COI) Form - Attachment
For September 6, 2018 Regional Council Approval**

Approve Contract No. 18-025-C01 in an amount not to exceed \$398,508 with Konica Minolta Business Solutions USA, Inc. to replace SCAG's Konica Minolta reprographics and copying equipment with similar equipment that has multifunction capabilities for a new 48-month lease including maintenance of one (1) production machine to be housed in the Reprographics Center; seven (7) walk-up machines; one (1) desk-top machine in Reception/Lobby area; and five (5) desk-top machines in the regional offices.

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)?
Konica Minolta (prime consultant)	No - form attached

SCAG CONFLICT OF INTEREST FORM

RFP No./Contract No. 18-025-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. 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: Konica Minolta Business Solutions U.S.A., Inc.
Name of Preparer: Peter Brown
Project Title: 18-025-C01
Date Submitted: 08/09/2018

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:

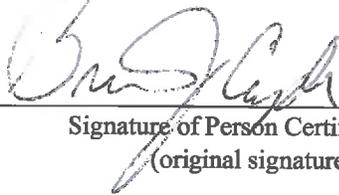
Name	Date	Dollar Value
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

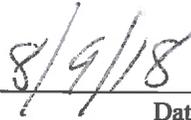
This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, **Brian Cupka**, hereby declare that I am the EVP HR & General Counsel of Konica Minolta Business Solutions U.S.A., 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 August 9, 2018, 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)



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
September 6, 2018

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Leyton Morgan, Manager of Contracts, Contracts, (213) 236-1982, morganl@scag.ca.gov
Subject: Contracts \$200,000 or Greater: 18-011A-C01, Federal Transportation Improvement Program (FTIP) Online System

EXECUTIVE DIRECTOR'S APPROVAL

Handwritten signature of Horacio Hernandez

RECOMMENDED ACTION:

Approve Contract No. 18-011A-C01 in an amount not to exceed \$1,324,104 with EcoInteractive, LLC to provide a software solution that will serve the County Transportation Commissions (CTC's) and SCAG's FTIP staff for the purpose of maintaining projects in the FTIP database.

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

EXECUTIVE SUMMARY:

The FTIP is a federally mandated six-year program of all transportation projects that will receive federal funding or are subject to federal requirements. SCAG is responsible for developing the FTIP for submittal to the California Department of Transportation (Caltrans) and various federal funding agencies, such as, the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) with input from the county transportation commissions (CTCs). The consultant shall provide a software solution that will replace SCAG's current system and serve the CTC's and SCAG's FTIP staff for the purpose of maintaining, updating, adding, and amending new projects in the FTIP database for up to a five (5) year period.

BACKGROUND:

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

Table with 3 columns: Consultant/Contract #, Contract Purpose, Contract Amount. Row 1: EcoInteractive, LLC (18-011A-C01), The Consultant shall provide a software solution that will serve the CTC's and SCAG FTIP staff for the purpose of maintaining projects in the FTIP database., \$1,324,104

FISCAL IMPACT:



Funding of \$126,000 is available in Fiscal Year (FY) 2018-19 Overall Work Program (OWP) in Project Number 045-0142B.34/045-0142E.24 (CPG/TDA funds). Funding for each option year of this five (5) year contract will be included in FY 2019-20, FY 2020-21, FY 2021-22, and FY 2022-23 OWP, subject to budget approval.

ATTACHMENT(S):

1. Contract 18-011A-C01 Conflict of Interest Form
2. Contract Attachment 0011A

SCAG CONFLICT OF INTEREST FORM

RFP No. 18-011

SECTION I: INSTRUCTIONS

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

In order to answer the questions contained in this form, please review SCAG's Conflict of Interest Policy, the list of SCAG employees, and the list of SCAG's Regional Council members. All three documents can be viewed online at www.scag.ca.gov. The SCAG Conflict of Interest Policy is located under "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: EcolInteractive LLC
Name of Preparer: Jessie Yu
Project Title: Federal Transportation Improvement Program (FTIP) Online System
RFP Number: 18-011 Date Submitted: 2/21/2018

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) Jessie Yu, hereby declare that I am the (position or title) CEO of (firm name) EcolInteractive LLC, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this SCAG Conflict of Interest Form dated 1/29/2018 is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my contract proposal.

 Signature of Person Certifying for Proposer
 (original signature required)

1/29/2018

 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.

CONSULTANT CONTRACT 18-011A-C01

Recommended Consultant:	EcoInteractive, LLC				
Background & Scope of Work:	<p>The Federal Transportation Improvement Program (FTIP) is a federally mandated six-year program of all transportation projects that will receive federal funding or are subject to federal requirements. SCAG is responsible for developing the FTIP for submittal to the California Department of Transportation (Caltrans) and various federal funding agencies, such as, the Federal Transportation Authority (FTA) and Federal Highway Administration (FHWA). The FTIP for the SCAG region is developed in partnership with the six County Transportation Commissions (CTC's) of Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura as well as Caltrans Headquarters and Districts 7, 8, 11, 12. Projects in the FTIP must be consistent with SCAG's Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS).</p> <p>SCAG seeks a consultant to provide a software solution (customization of an online system) that will serve the CTC's and SCAG's FTIP staff for the purpose of maintaining, updating, adding, and amending new projects in the FTIP database.</p>				
Project's Benefits & Key Deliverables:	<p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none">• Cloud Based Solutions (applications, services or resources made available to users on demand via the Internet from a network of server providers) and Cross Browser compatible (compatible with multiple software applications) Solution;• Increased ease of use of database for SCAG's FTIP Staff and CTC's;• The ability to directly upload approved projects to Caltrans database; and• Better performance and maintainability.				
Strategic Plan:	This item supports SCAG's Strategic Plan Goal 4 and 7: Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration and Secure funding to support agency priorities to effectively and efficiently deliver work products.				
Contract Amount:	<table border="0" style="width: 100%;"><tr><td style="width: 60%;">Total not to exceed</td><td style="text-align: right;">\$1,324,104</td></tr><tr><td>EcoInteractive (prime consultant)</td><td></td></tr></table>	Total not to exceed	\$1,324,104	EcoInteractive (prime consultant)	
Total not to exceed	\$1,324,104				
EcoInteractive (prime consultant)					
Contract Period:	Notice-to-Proceed through June 30, 2023				
Project Number(s):	045.0142B.24 \$111,547.80 045.0142E.24 \$14,452.20 Funding source(s): Consolidated Planning Grant (CPG) – Federal Transit Administration (FTA 5303) Transportation Development Act (TDA)				
	<p>Funding of \$126,000 is available in the FY 2018-19 Overall Work Program (OWP) in project 045.0142B/E.24, FTIP System Enhancement Maintenance and Support. Funding for the remaining four (4) option years of this contract will be included in the FY 2019-20, FY 2020-21, FY 2021-22 and FY 2022-23 OWP, subject to budget approval.</p>				

Request for Proposal (RFP):

SCAG staff notified 3,793 firms of the release of RFP 18-011A via SCAG’s Solicitation Management System website. A total of 34 firms downloaded the RFP. SCAG received the following proposal in response to the solicitation:

EcoInteractive (no subconsultants)

\$1,324,104

After receiving only one proposal, staff reissued the RFP and still only received one (1) proposal. Staff surveyed 26 firms that downloaded the RFP the second time to determine why each did not submit a proposal. One (1) firm responded to staff’s inquiry, and disclosed the main reason they did not respond was they did not have enough time to submit a proposal, being that the firm is a small business and did not have the resources to cover the RFP’s timeline. Note that both times staff advertised the RFP for 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 proposal, the PRC did not conduct interviews because the proposal contained sufficient information on which to base a contract award (staff did clarify the scope of work with the consultant).

The PRC consisted of the following individuals:

- Julie Loats, Chief Information Officer, SCAG
- Pablo Gutierrez, Regional Planner Specialist, SCAG
- Kurt Walker, Regional Planner Specialist - OWP, SCAG

Basis for Selection:

The PRC recommended EcoInteractive, LLC for the contract award because the consultant:

- Demonstrated a complete understanding of the project. Specifically, the consultant demonstrated vast experience customizing software as well as providing maintenance and database solutions;
- Provided a strong knowledge of the FTIP federal and state requirements;
- Provided a technical approach with examples demonstrating how the consultant has recently developed similar software in the region for other transportation agencies, such as, Los Angeles County Metropolitan Transportation Authority and Orange County Transportation Authority; and
- Provided an overall value to SCAG by outlining their support service that included six (6) months software customization in their monthly fee at no extra charge to SCAG with full access over the Internet.

**Conflict Of Interest (COI) Form - Attachment
For September 6, 2018 Regional Council Approval**

Approve Contract No. 18-011A-C1 in an amount not to exceed \$1,324,104 with EcoInteractive, LLC for up to a five year period to provide a software solution that will serve the County Transportation Commissions (CTC's) and SCAG's FTIP staff for the purpose of maintaining, updating, adding, and amending new projects in the FTIP database

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)?
EcoInteractive (prime consultant)	No - form attached



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 6, 2018

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Leyton Morgan, Manager of Contracts, Contracts, (213) 236-1982, morganl@scag.ca.gov
Subject: Purchase Orders more than \$5,000 but less than \$200,000;
Contracts more than \$25,000 but less than \$200,000; and
Amendments \$5,000 but less than \$75,000

EXECUTIVE DIRECTOR'S
APPROVAL

Handwritten signature of Horacio Hernandez

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 like Qwest Communications, Century Link, JW Marriott, etc., and their respective PO purposes and amounts.

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>
Design Workshop, Inc. (18-001-B22)	The consultant shall provide services for a Sustainability Planning Grant for the City of Fontana. The project will provide a SCAG member jurisdiction the resources to implement regional policies at the local level, focusing on voluntary efforts that will meet local needs and contribute to implementing the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS).	\$186,485
Nelson Nygard (18-018-C01)	The consultant shall conduct research and serve as a technical advisor on the development of the Future Communities Pilot Program, a new grant program available to cities and counties in Los Angeles, Orange, Riverside and San Bernardino.	\$150,066
Konica Minolta Business Solutions USA (19-006-C01)	The consultant shall provide software maintenance of currently held OnBase software licenses. The software maintenance and renewal of these licenses ensures that SCAG will continue to benefit from the improved content management efficiency that the OnBase single enterprise information platform provides.	\$130,004
Lizarraga, Law Firm, APC (18-0048-C01)	The consultant shall provide advice to SCAG's staff, the Regional Council and its committees on various legal matters.	\$84,000
Vector Resources, Inc. (18-041-C01)	The consultants shall install, test and provide maintenance service as well as removal of existing videoconferencing endpoint equipment including displays to provide state of the art video conferencing services.	\$73,018

SCAG executed the Amendment more than \$5,000 but less than \$75,000

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

ATTACHMENT(S):

1. Contract 18-001-B22
2. Contract 18-018-C01



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3. Contract 19-006-C01
 4. Contract 18-048-C01
 5. Contract Attachment JA rev

CONSULTANT CONTRACT 18-001-B22

Recommended Consultant: Design Workshop, Inc.

Background & Scope of Work: The consultant shall provide services for a Sustainability Planning Grant (SPG) for the City of Fontana. SPG projects provide SCAG member jurisdictions the resources to implement regional policies at the local level, focusing on voluntary efforts that will meet local needs and contribute to implementing the Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS).

The consultant shall develop an Urban Greening Landscape Plan (Plan) for the City of Fontana. The Plan creates a vibrant and energetic mixed-use corridors includes a well landscaped environment, with ample shade to encourage maximum pedestrian and bicycle use opportunities, improve air quality, and ultimately reduce vehicle miles travelled. This project will provide a model for other jurisdictions of similar size and demographics in the region.

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

- A detailed list of energy and water efficient plants and trees;
- A Plan with landscaped cross-sections for a variety of roadway types (major highways, primary highways, neighborhood streets); and
- A Plan with residential, commercial, and industrial landscape borders to encourage maximum pedestrian and bicycle use opportunities, improve air quality, and reduce vehicle miles traveled.

Strategic Plan: This item supports SCAG’s Strategic Plan Goal 4: Provide Innovative Information and Value-Added Services to Enhance Member Agencies’ Planning and Operations and Promote Regional Collaboration.

Contract Amount:	Total not to exceed	\$186,485
	Design Workshop, Inc. (prime consultant)	\$133,415
	Nelson Nygaard Consulting Associates, Inc. (subconsultant)	\$29,668
	Hines, Inc. (subconsultant)	\$13,458
	Class One Arboriculture (subconsultant)	\$9,944

Prime originally proposed \$199,678, but staff negotiated the price down to \$186,485 without reducing the scope of work.

Contract Period: July 16, 2018 through June 30, 2019

Project Number(s): 150-4590B.01 \$165,095
150-4590E.01 \$21,390
Funding source(s): Consolidated Planning Grant (CPG) – Federal Transit Administration (FTA) Transportation Development Act (TDA).

Request for Proposal (RFP): SCAG staff notified 1,813 firms of the release of RFP 18-001-B22 via SCAG’s Solicitation Management System. A total of 49 firms downloaded the RFP. SCAG received the following eight (8) proposals in response to the solicitation:

Attachment: Contract 18-001-B22 (Purchase Orders more than \$5,000 but less than \$200,000;)

Design Workshop, Inc. (3 subconsultants)	\$199,678
KTU+A (no subconsultants)	\$196,425
Meridian Consultants LLC (2 subconsultants)	\$199,943
Alta Planning + Design (1 subconsultant)	\$199,999
IBI Group (1 subconsultant)	\$199,999
GGLO Design (4 subconsultants)	\$211,952
PlaceWorks (no subconsultants)	\$218,715
RJM Design Group, Inc. (3 subconsultants)	\$349,047

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 top two (2) offerors.

The PRC consisted of the following individuals:

- Caitlin Sims, Management Analyst (Project Manager), SCAG
- Shannon J. Casey, Senior Engineer, Engineering Department, City of Fontana
- Paul Gonzales, Senior Planner, Planning Department, City of Fontana
- Dan West, Public Works Manager, Public Works Department, City of Fontana

Basis for Selection:

The PRC recommended Design Workshop for the contract award because the consultant:

- Demonstrated the best understanding of the connection between urban greening and walkability/active transportation and how urban greening is essential to creating more walkable and bicycle use streets;
- Provided the most effective plan to develop a detailed list of energy and water efficient plants and trees for different types of streets (regional highways, passageways, neighborhood streets) to encourage active transportation and create a sustainable plan; and
- Provided the best technical approach. Specifically, the consultant proposed alternative approaches (performance measures, research, and innovative outreach approaches) to incorporate urban greening into Fontana’s existing General Plan and Active Transportation Plan.

Although one other firm proposed a lower price, the PRC did not select the firm for the contract award because the firm:

- Did not demonstrate the importance of urban greening on neighborhood streets and other smaller streets (not just on regional transportation highways);
- Did not demonstrate the familiarity and breadth of experience as did the selected consultant with establishing a detailed list of water and energy efficient types of plants and trees; and
- Did not provide a clear understanding of the connection between the Plan and the City’s existing General Plan and Active Transportation Plan.

Attachment: Contract 18-001-B22 (Purchase Orders more than \$5,000 but less than \$200,000;)

CONSULTANT CONTRACT 18-018-C01

Recommended Consultant:	Nelson Nygard				
Background & Scope of Work:	<p>The consultant shall conduct research and serve as a technical advisor on the development of the Future Communities Pilot Program, a new grant program available to cities and counties in Los Angeles, Orange, Riverside and San Bernardino. The consultant will be responsible for:</p> <ul style="list-style-type: none">• Conducting initial research into promising practices for reducing vehicle miles traveled (VMT) through the application of new technologies and enhanced data analytics;• Developing guidelines and an application for a call for projects;• Developing an evaluation framework to measure the success of each project selected;• Refining the scope of successful applications to ensure they meet the program goals and requirements prior to consultant selection for each project.				
Project's Benefits & Key Deliverables:	<p>The project's benefits and key deliverables include, but are not limited to:</p> <ul style="list-style-type: none">• Reducing VMT from local travel and municipal operations to improve air quality;• Improving the efficiency and reducing cost of county and municipal services;• Testing innovative approaches in a variety of contexts (large, small, urban, rural communities) for reducing VMT through the application of new technologies and data analytics; and• Identifying and quantifying the relative impact of strategies to promote replication of best practices and policy development to facilitate wide-scale adoption of the most promising strategies.				
Strategic Plan:	This item supports SCAG's Strategic Plan Goals 1 & 3: Produce innovative solutions that improve the quality of life for Southern Californians, and Be the foremost data information hub for the region.				
Contract Amount:	<table border="0" style="width: 100%;"><tr><td style="width: 60%;">Total not to exceed</td><td style="text-align: right;">\$150,066</td></tr><tr><td colspan="2">Nelson Nygard</td></tr></table> <p>Note: Nelson Nygard originally proposed \$150,111, but staff negotiated the price down to \$150,066 without reducing the scope of work.</p>	Total not to exceed	\$150,066	Nelson Nygard	
Total not to exceed	\$150,066				
Nelson Nygard					
Contract Period:	July 5, 2018 through January, 31, 2019				
Project Number(s):	280-4824U3.01				
	Funding source(s): Senate Bill (SB) 1 Formula Grant and Transportation Development Act (TDA)				
Request for Proposal (RFP):	<p>SCAG staff notified 1,828 firms of the release of RFP 18-018 via SCAG's Solicitation Management System. A total of 65 firms downloaded the RFP. SCAG received the following three (3) proposals in response to the solicitation:</p> <table border="0" style="width: 100%;"><tr><td style="width: 60%;">Nelson Nygaard (no subconsultants)</td><td style="text-align: right;">\$150,111</td></tr></table>	Nelson Nygaard (no subconsultants)	\$150,111		
Nelson Nygaard (no subconsultants)	\$150,111				

Attachment: Contract 18-018-C01 (Purchase Orders more than \$5,000 but less than \$200,000;)

Impact Sciences (no subconsultants)	\$109,633
Rand Corporation (no subconsultants)	\$249,695

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:

Rye Baerg, Senior Regional Planner, SCAG
 Sarah Jepson, Manager of Active Transportation and Special Programs, SCAG
 Kevin Kane, Associate Regional Planner, SCAG
 Stephen Fox, Senior Regional Planner, SCAG

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

- Demonstrated the best understanding of the project, specifically provided an innovative approach to Transportation Demand Management that would engage the private sector and shift the paradigm needed for engaging big and open data;
- Provided the best technical approach, for example the consultant had a good range of staff expertise to complete the stakeholder outreach and evaluation components necessary for the project; and
- Provided the best overall value for the level of effort proposed given their range of expertise combined with the proposed price.

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

- Did not clearly demonstrate a understanding of the project and their proposals lacked sufficient detail related to the evaluation of the program;
- Did not have a applicable mix of practical experience and technical skills to meet the stated goals of the RFP; and
- Did not demonstrate the same level of creativity and innovation within their proposed technical approach. They did not provide detail related to conducting outreach to the private sector.

Attachment: Contract 18-018-C01 (Purchase Orders more than \$5,000 but less than \$200,000;)

CONSULTANT CONTRACT 19-006-C01

Recommended Consultant:	Konica Minolta Business Solutions USA	
Background & Scope of Work:	Under this agreement, Konica Minolta Business Solutions USA acts as the channel partner and reseller for the purchase of software licenses provided by, Hyland Inc. This is a three-year agreement for the renewal and software maintenance of currently held OnBase software licenses. The software maintenance and renewal of these licenses ensures that SCAG will continue to benefit from the improved content management efficiency that the OnBase single enterprise information platform provides.	
Project's Benefits & Key Deliverables:	The project's benefits and key deliverables include, but are not limited to: <ul style="list-style-type: none">• Improving efficiency by enhancing management of board reports; and• Enhancing electronic content management systems in support of remote telework for disaster recovery and business resumption.	
Strategic Plan:	This item supports SCAG's Strategic Plan Goal 2: Be the foremost data information hub for the region; Objective F. Model best practices by prioritizing continuous improvement and technical innovations through the adoption of interactive, automated, and state-of-the-art information tools and technologies.	
Contract Amount:	Total not to exceed	\$130,004
	Konica Minolta Business Solutions, U.S.A., Inc. (reseller)	
	07/01/18 through 06/30/19: \$42,060	
	07/01/19 through 06/30/20: \$43,322	
	07/01/20 through 06/30/21: \$44,622	
Contract Period:	June 28, 2018 through June 30, 2021	
Project Number(s):	811-1163.03 \$42,060	
	Funding source(s): Indirect Cost Fund	
	Funding of \$42,060 is available in the FY 2018-19 Indirect Cost budget in Project Number 811-1163.03, and the remaining \$87,944 for future years of this contract will be included in the Indirect Cost Budget, subject to budget approval.	
Basis for Selection:	In accordance with SCAG's Contract Manual Section 6.3, dated 12/1/16, to foster greater economy and efficiency, SCAG's federal procurement guidance (2 CFR 200.318 [e]) authorizes SCAG to procure goods and services by entering into State and local intergovernmental agreements (Master Service Agreements – MSA's). The goods and services procured under an MSA were previously competitively procured by another governmental entity (SCAG is essentially "piggy backing" on the agreement.) SCAG utilized an MSA with Konica Minolta Business Solutions, U.S.A., Inc. (NJPA Contract No. # 083116-KON) that was competitively procured. This MSA is specifically designed for use by local agencies to leverage combined purchasing power for discounted volume pricing.	

Attachment: Contract 19-006-C01 (Purchase Orders more than \$5,000 but less than \$200,000;)

CONSULTANT CONTRACT 18-048-C01

Recommended Consultant:	Lizarraga, Law Firm, APC
Background & Scope of Work:	<p>The position of General Counsel was re-established in July 2012 to help provide legal support to the agency. Given the increased activities of the Regional Council there is an on-going need for these services.</p> <p>Services in connection with this engagement include, but are not limited to: advising and consulting with the SCAG's Regional Council and its committees on legal matters; attending Metropolitan Planning Organization (MPO) Executive Director's meetings with other MPO legal counsels; attending meetings and pursuing specific assignments as directed by SCAG's Executive Director; collaborating, as needed, on items of Regional Council interest; and reviewing, as necessary, the SCAG Bylaws and Regional Council policies for future opportunities to improve clarity and understanding.</p>
Project's Benefits & Key Deliverables:	The project's benefits and key deliverables include, but are not limited to: providing legal guidance and/or services to SCAG's Executive Director, Chief Counsel, Executive Team members, and SCAG's Regional Council, as requested.
Strategic Plan:	This item supports SCAG's Strategic Plan, Goal 1: Produce innovative plans that increase sustainability and improve the quality of life for Southern Californians; and Goal 4: Advance Southern California's policy interests and planning priorities through regional, statewide, and national engagement and advocacy.
Contract Amount:	Total not to exceed \$84,000 Lizarraga, Law Firm, APC (no subconsultants)
Contract Period:	June 29, 2018 through June 30, 2019
Project Number(s):	800-0160.01 \$84,000 Funding source(s): General Fund
Request for Proposal (RFP)	Not Applicable
Selection Process:	Not Applicable
Basis for Selection:	The subject contract award is in accordance with the Regional Council Policy Manual, Article VIII, Section 1.2 (updated September 2009, pg. 26), and the SCAG Procurement Manual (sections 3.3. and 3.4) which authorizes the Executive Director or his designee (the Chief Financial Officer) to approve a consultant contract without competition, if the contract is less than \$200,000 and paid for from the General Fund. The sole source selection was made based upon Lizarraga Law Firm's extensive knowledge and legal expertise with advising public agencies, and staff's determination that retaining the firm's services is in the best interests of the agency.

Attachment: Contract 18-048-C01 (Purchase Orders more than \$5,000 but less than \$200,000;)

CONSULTANT CONTRACT 18-041-C01

Recommended Consultant:	Vector Resources, Inc.				
Background & Scope of Work:	The Southern California Association of Governments (SCAG) solicited quotes for a vendor to install, test and provide maintenance service as well as removal of existing videoconferencing endpoint equipment including displays to provide state of the art video conferencing services.				
Project's Benefits & Key Deliverables:	The project's benefits and key deliverables include, but are not limited to obtaining: <ul style="list-style-type: none">• State of the art video conferencing services to support outreach and encourage participation throughout the SCAG region.				
Strategic Plan:	This item supports SCAG's Strategic Plan Goal 4 and 7: Provide innovative information and value-added services to enhance member agencies' planning and operations and promote regional collaboration and Secure funding to support agency priorities to effectively and efficiently deliver work products.				
Contract Amount:	Total not to exceed \$73,018 Vector Resources, Inc.				
Contract Period:	June 6, 2018 through June 30, 2021				
Project Number(s):	800-0160.10 \$73,018 Funding source(s): General Fund.				
Request for Quote (RFQ):	SCAG staff notified 896 firms of the release of RFQ 18-041 via SCAG's Solicitation Management System website. A total of sixteen (16) firms downloaded the RFQ. SCAG received the following two (2) bids in response to the solicitation: <table><tr><td>Vector Resources, Inc. (no subconsultants)</td><td style="text-align: right;">\$73,018</td></tr><tr><td>Golden Star Technology</td><td style="text-align: right;">\$80,222</td></tr></table>	Vector Resources, Inc. (no subconsultants)	\$73,018	Golden Star Technology	\$80,222
Vector Resources, Inc. (no subconsultants)	\$73,018				
Golden Star Technology	\$80,222				
Selection Process:	<p>The Proposal Review Committee (PRC) evaluated each bid in accordance with the criteria set forth in the RFQ, and conducted the selection process in a manner consistent with all applicable federal and state contracting regulations. After evaluating both bids the PRC did not conduct interviews because the bids contained sufficient information on which to base a contract award.</p> <p>The PRC consisted of the following individuals:</p> <p>Leigh Guannu, Project Manager, SCAG David Milner, Operations Technician II, SCAG Ted Dorjee, Purchasing Assistant, SCAG</p>				
Basis for Selection:	The PRC recommended Vector Resources, Inc. for the contract award because the consultant submitted the lowest responsive and responsible offer, for this low bid solicitation.				

Attachment: Contract Attachment JA rev (Purchase Orders more than \$5,000 but less than \$200,000;)



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 6, 2018

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: State and Federal Legislative Monthly Update

EXECUTIVE DIRECTOR'S
APPROVAL

RECOMMENDED ACTION:

For Information Only – No Action Required

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

2017-18 STATE LEGISLATIVE SESSION

The 2017-18 legislative session adjourned *Sine Die* at midnight of August 31, 2018.

CONFIRMATION OF BRIAN ANNIS

On August 21, 2018, the State Senate confirmed Brian Annis as the Secretary of the State Transportation Agency (CalSTA) on a unanimous vote. SCAG, along with a number of public and private entities, strongly supported Mr. Annis’s confirmation and as such look forward to our continued collaboration with him and the Brown Administration.

SB 2 FUNDING GUIDELINES

The California Department of Housing and Community Development (HCD) is preparing a draft framework for planning funds from Senate Bill 2. SB 2, also known as the Building Homes and Jobs Act, was signed into law as part of the 2017 Statewide Housing Package and is funded by fees collected during real estate transactions. SB 2 directs HCD to use 50 percent of revenues collected in the first year to establish a program that provides financial and technical assistance to local governments that are updating planning documents, processes, and zoning ordinances in order to accelerate housing production.

On August 13, SCAG distributed the draft framework to local planning directors and subregional executive directors for comment and input. Feedback will be used to help develop the draft guidelines, which will be released in the fall of 2018. The notice of funding availability is planned for release by May of 2019.

SPECIAL ELECTION UPDATE

On August 7, voters in California's 32nd Senate District went to the polls for a special election to fill the seat vacated by former State Senator Tony Mendoza. Voters elected Vanessa Delgado, the Mayor of Montebello, to serve out the remainder of Mendoza's term. Senator Delgado was sworn-in on Tuesday, August 14. The district includes the cities Artesia, Bellflower, Cerritos, Commerce, Downey, Hawaiian Gardens, La Habra Heights, La Mirada, Montebello, Norwalk, Pico Rivera, Santa Fe Springs, Whittier, portions of Buena Park and Lakewood, and several unincorporated communities in Los Angeles County.

STATE BUDGET UPDATE

In June, the Legislature and Governor completed their actions on the main budget bill and a number of budget trailer bills that addressed a range of policy issues. SB 840 contains the 2018 Budget Act and authorizes General Fund expenditures of \$138.6 billion and assumes \$141.8 billion in total General Fund resources. Under the budget act there are combined total reserves in the Budget Stabilization Account (BSA), the Special Fund for Economic Uncertainties (SFEU) and the newly created Safety Net Reserve of \$15.9 billion.

This budget bill also delivers on the first full year of funding under Senate Bill 1 – the state's Road Repair and Accountability Act – with an allocation of \$5 billion in new transportation funds to improve statewide our streets and highways, including \$2.2 billion for local cities and counties. Of the dozen or so budget trailer bills, SB 856 was enacted to appropriate discretionary funding from the Greenhouse Gas Reduction Fund (GGRF). SB 856 invests in a number of programs that further reduce carbon pollution and support a number climate enhancement programs and initiatives, including \$245 million for financial incentives to reduce mobile and stationary sources of certain air pollutants or toxic air contaminants in disadvantaged communities, \$200 million for the Clean Vehicle Rebate Program, and \$165 million for various healthy forest and fire prevention programs and projects that improve forest health and reduce GHG emissions caused by uncontrolled wildfires.

FEDERAL

FEDERAL LEGISLATIVE UPDATE

The House of Representatives is back in session after its annual Summer Recess in August. The Senate took a truncated recess the week of August 6, before returning to Washington the following week and staying in session for the duration of the month.

Regarding the Fiscal Year 2018-19 Budget, both the House and Senate have been working diligently to pass their respective appropriations bills before the deadline of September 30, the end of the federal fiscal year. Compared to prior years, the House and Senate Appropriations Committee have been ahead of schedule in passing their respective bills. As of August 23, the Senate has passed nine (9) of the 12 annual spending bills, while the House has passed six (6) of the 12 annual spending bills. If the Congress and President do not come to an agreement on the various funding bills, a short-term continuing resolution would be required to keep most of the federal government open.

PROPOSED FEDERAL AID HIGHWAY SPENDING

The funding amounts discussed in the House and Senate proposals for the Surface Transportation Block Grant Program (STBGP) are larger than previous years' budgets. The STBGP provides flexible funding to address state and local transportation needs. Under the Senate proposal, nearly \$2.4 billion would be allocated to STBGP, an increase of \$500 million from the current fiscal year. Similarly, the House proposal would double this fiscal year's allocation to \$3.8 billion for STBGP. Funding for STBGP are apportioned to states and sub-allocated to urbanized areas by population. This is a good indication that the SCAG region stands to benefit from increased funding to STBGP.

PRESIDENT TRUMP'S BUDGET RESCISSION REQUEST UPDATE

On May 8, 2018, President Donald Trump submitted a rescission request to Congress requesting approximately \$15 billion in targeted cuts be made to certain federal departments. H.R. 3 – the Spending Cuts to Expired and Unnecessary Programs Act – was passed by the House on a 210-206 vote on June 7. However, on June 20, the Senate voted down the rescission package on a 48-50 vote, with two Republicans joining all Democrats in opposition.

CHARIMAN SHUSTER'S "DISCUSSION DRAFT"

On July 23, Chairman of the House Committee on Transportation and Infrastructure, Bill Shuster (R-Pa.), released a "discussion draft" on an infrastructure investment package. The discussion draft does not represent a complete and final infrastructure bill, but is meant to reignite the discussion on finding solutions for America's infrastructure needs. The bill includes strategies for the long-term solvency of the Highway Trust Fund, including tax increases and reforms, the establishment of a blue ribbon commission whose job it will be to recommend future HTF solvency proposals, the establishment of a two-year, Vehicle Miles Traveled pilot program, a one year "clean" extension of the FAST Act (set to expire in FY 2020), some project delivery regulatory streamlining, and statutory authority for the BUILD (formerly known as TIGER) program. Currently, the proposal has no title, no bill number, and no co-sponsors. The Committee's Ranking Member, Peter DeFasio (D-Ore.) has also not publicly supported the draft. To view the Chairman's Vision Statement, [please click here](#). To view the Section by Section summary, [please click here](#). To view the bill text in its entirety, [please click here](#). SCAG staff will continue to monitor any discussions surrounding this proposal and will keep the Regional Council apprised of any movement.



Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 6, 2018

To: Executive/Administration Committee (EAC)
Regional Council (RC)
From: Basil Panas, Chief Financial Officer, Finance, 213-236-1817,
panas@scag.ca.gov
Subject: CFO Monthly Report

EXECUTIVE DIRECTOR'S
APPROVAL

RECOMMENDED ACTION:

For Information Only - No Action Required

STRATEGIC PLAN:

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

AUDITS

SCAG staff continues to work with Caltrans to conclude its Incurred Cost and Indirect Cost Allocation Plan audits.

SCAG's outside independent auditors, Vavrinek, Trine, Day and Co., performed their interim audit work in April and will return in September to perform their fieldwork.

MEMBERSHIP DUES:

As of August 21, 2018, 149 cities and five (5) counties had paid their FY19 dues. This represents about 84.3% of the dues assessment. Forty (40) cities and one county have yet to pay their dues. Two (2) cities are being recruited for membership.

BUDGET & GRANTS (B&G):

On June 22, 2018, SCAG was awarded a Senate Bill 1 Sustainable Communities Formula Grant of \$5,170,390 for transportation planning projects. The grant funds have been programmed in the FY 2018-19 (FY19) Overall Work Program (OWP).

On June 26, 2018, the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) approved SCAG's FY18 OWP for FTA Section 5303, 5304 and FHWA metropolitan planning funding. The OWP Agreement between SCAG and Caltrans was approved on July 11, 2018.

On July 9, 2018, the Executive Administration Committee (EAC), acting on behalf of the Regional Council (RC), approved an administrative amendment to the FY19 OWP which increased the budget by \$50,000.

On July 31, 2018, staff submitted the FY18 OWP 4th Quarter Progress Report with preliminary expenditures to Caltrans. The 4th Quarter Progress Report with final expenditures will be delivered

to Caltrans by August 30, 2018. Additionally, staff is in the process of collecting the FY18 OWP Products and will be submitting them to Caltrans by August 30, 2018.

B&G staff prepared Amendment 2 to the FY19 OWP which will be presented to the EAC and RC for approval at today's meeting.

CONTRACTS:

In July 2018, the Contracts Department issued five (5) Request for Proposals (RFP's); awarded thirteen (13) contracts; issued one (1) contract amendment; and processed 152 Purchase Orders to support ongoing business and enterprise operations. Staff also administered 88 consultant contracts. Contracts staff continued to negotiate better pricing and reduced costs for services. During July 2018 over \$175,108 in budget savings was realized. It should also be noted that during FY18, staff realized \$402,393 in budget savings.

ATTACHMENT:

July 2018 CFO Monthly Status Report

ATTACHMENT(S):

1. 090618 CFO CHARTS



Office of the Chief Financial Officer

Monthly Status Report

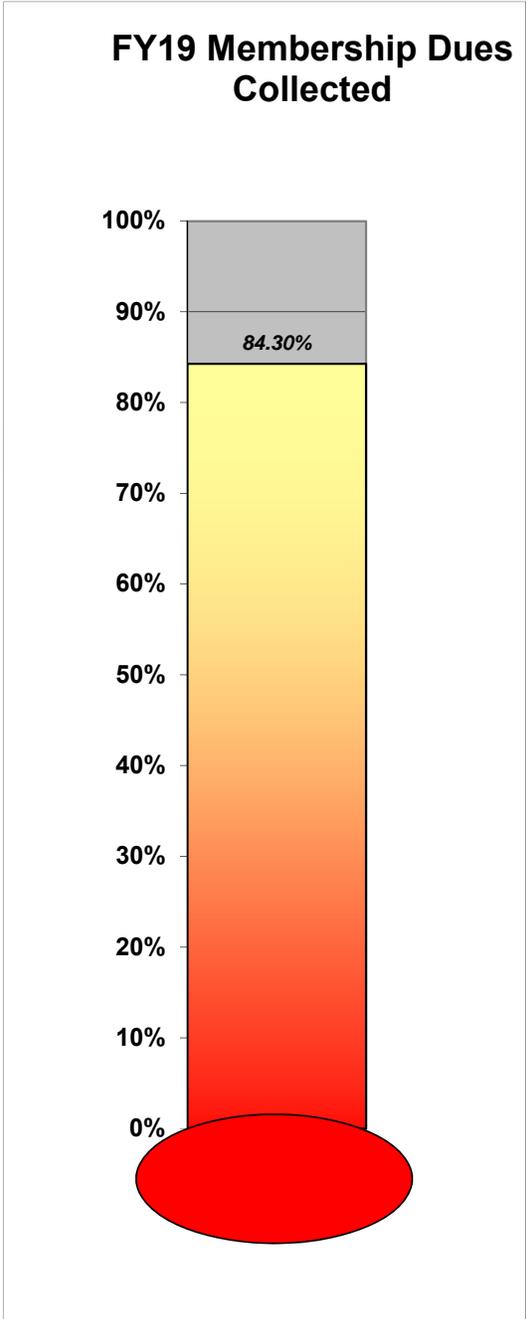
JULY 2018

OVERVIEW

As of August 21, 2018, 149 cities and five counties had paid their FY19 dues. This represents 84.3% of the dues assessment. 40 cities and one county had yet to pay their dues. Two cities are being recruited for membership.

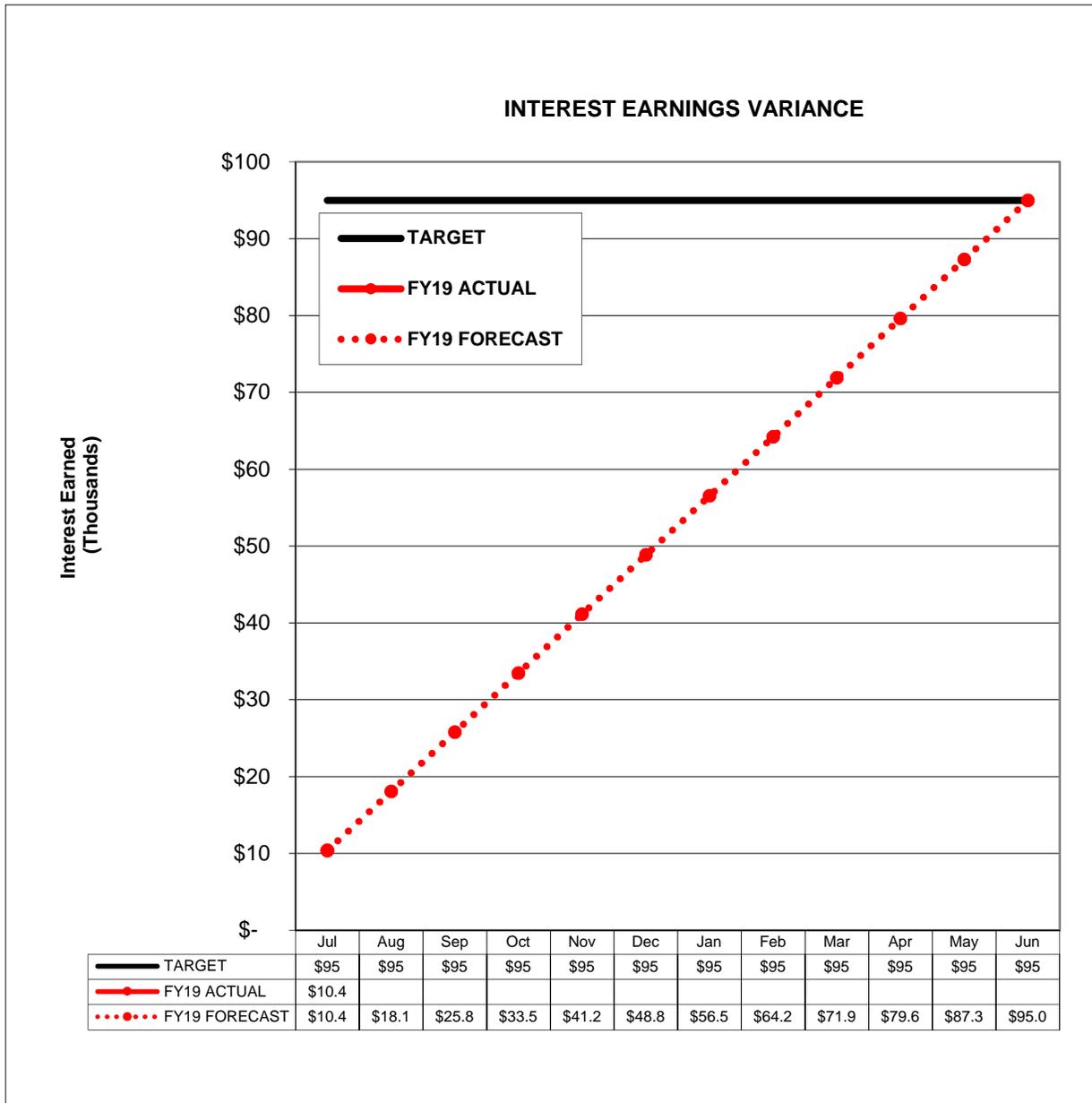
SUMMARY

FY19 Membership Dues	<u>\$ 2,053,962</u>
Total Collected	<u>\$ 1,731,414</u>
Percentage Collected *	<u>84.30%</u>





Office of the CFO
Interest Earnings Variance



Attachment: 090618 CFO CHARTS (CFO Monthly Report)

OVERVIEW

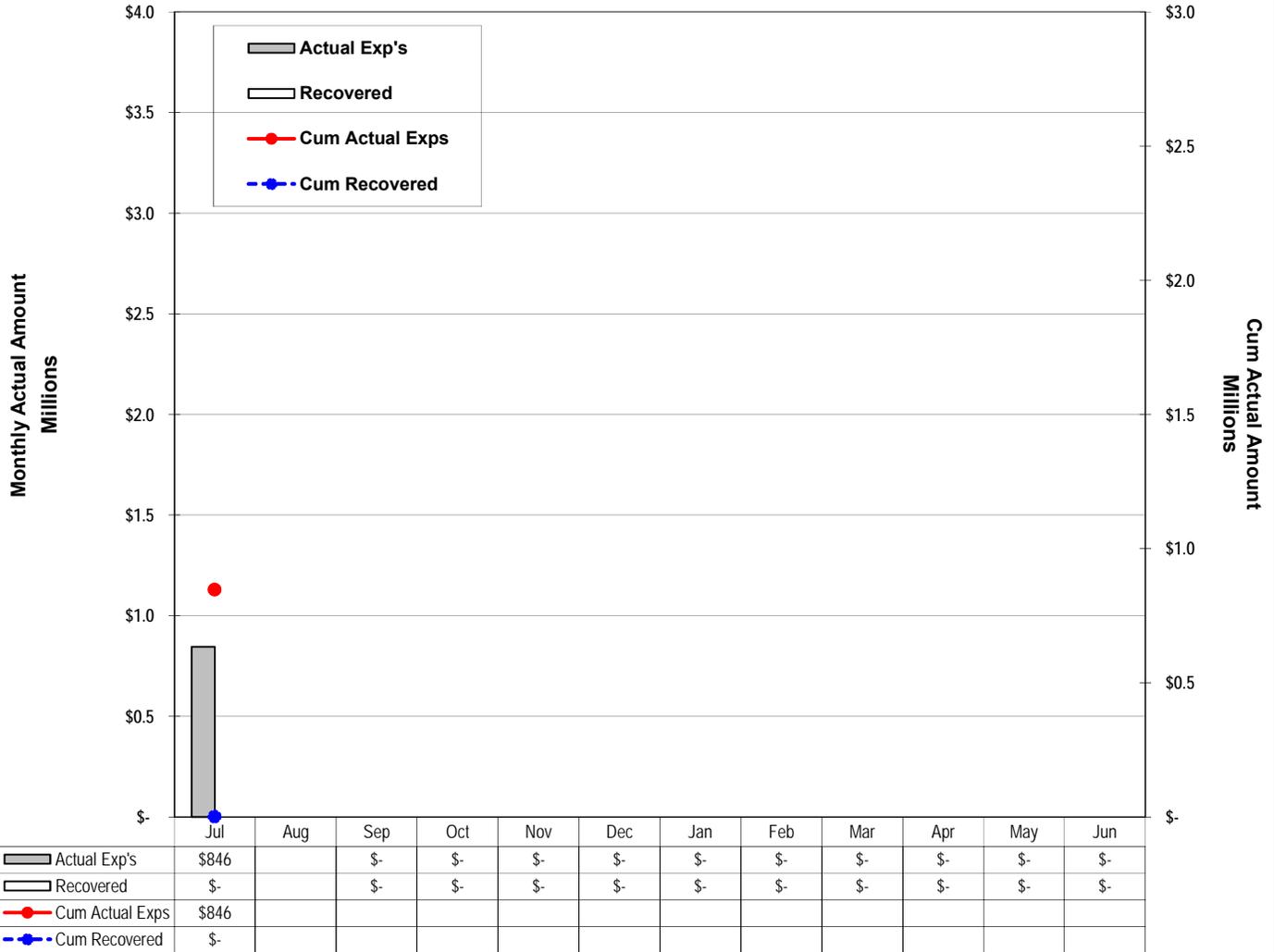
Actual interest income is plotted against the target amount. The amount credited to SCAG's account through July was \$10,387. The LA County Pool earned 1.95% in June.

SUMMARY

The amount projected for FY19 is \$95,000.



FY19 INDIRECT COST & RECOVERY



Attachment: 090618 CFO CHARTS (CFO Monthly Report)

OVERVIEW

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

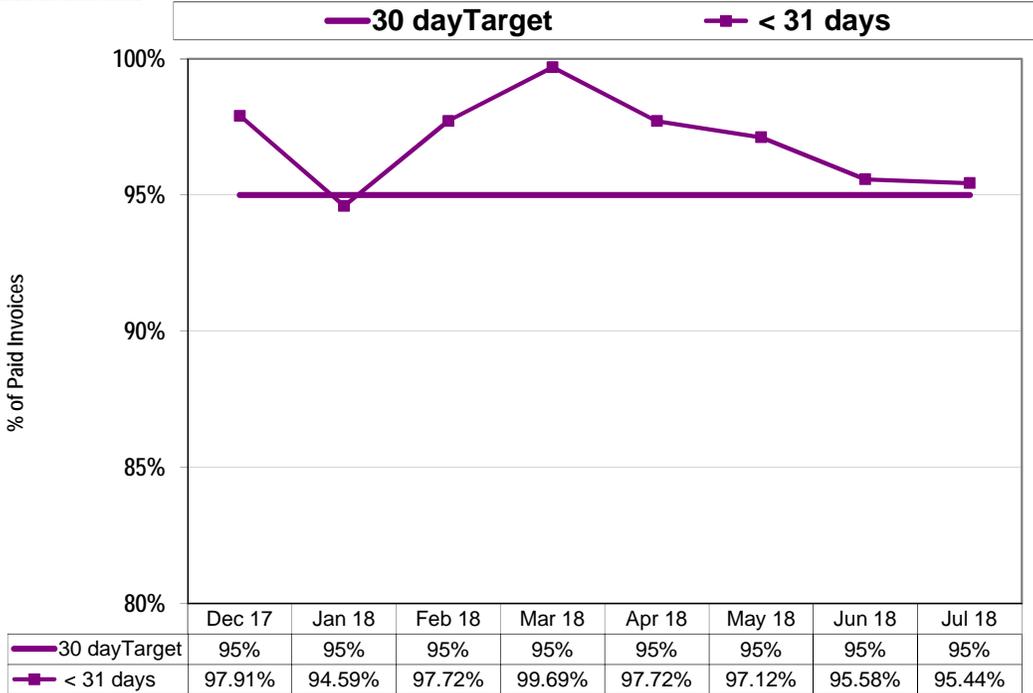
SUMMARY

Through July 2018, SCAG was under-recovered by \$845,520. This was because SCAG's FY19 Indirect Cost Allocation Plan has not been approved by Caltrans.

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

95.44% of July 2018's payments were made within 30 days invoice receipt.

At month-end, 40 invoices remained unpaid less than 30 days.

Actual

OVERVIEW

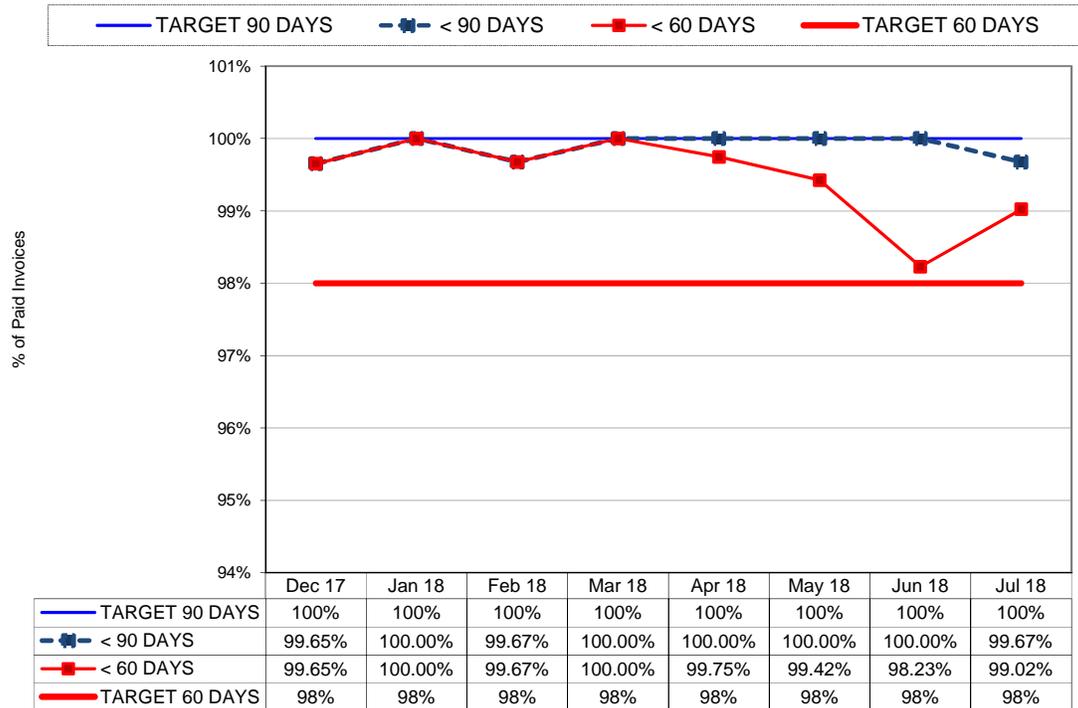
The percent of total invoices paid within 60 and 90 days. The target is to pay 98% of invoices within 60 days and 100% within 90 days.

SUMMARY

These goals were partially met during this period.

99.02% of July 2018's payments were within 60 days of invoice receipt and 99.67% within 90 days. Invoices unpaid 30-60 days totaled 9; 60-90 days: 3; >90 days: 0.

INVOICE AGING



Attachment: 090618 CFO CHARTS (CFO Monthly Report)



Office of the CFO
Consolidated Balance Sheet

1		6/30/2018	7/31/2018	Incr (decr) to equity	COMMENTS
2	Cash at Bank of the West	\$ 828,560	\$ 2,225,942		
3	LA County Investment Pool	\$ 7,481,846	\$ 4,610,543		
4	Cash & Investments	\$ 8,310,406	\$ 6,836,486	\$ (1,473,920)	Reflects mostly the PERS payment for FY19 unfunded liability
5					
6	Accounts Receivable	\$ 7,106,593	\$ 6,191,223	\$ (915,370)	Received \$460K from FTA 5312 and \$516K from FHWA PL
7					
8	Other Current Assets	\$ 5,661,169	\$ 7,658,002	\$ 1,996,832	Paid FY19 PERS unfunded liability of \$2.2 million
9					
10	Fixed Assets - Net Book Value	\$ 1,231,475	\$ 1,231,475	\$ -	No change (balance shown is as of previous year-end as full fixed asset accounting is done annually)
11					
12	Total Assets	\$ 22,309,644	\$ 21,917,186	\$ (392,458)	
13					
14	Accounts Payable	\$ (3,275,164)	\$ (1,759,726)	\$ 1,515,438	Outstanding FY18 invoices were paid off
15					
16	Employee-related Liabilities	\$ (328,920)	\$ (436,576)	\$ (107,656)	June had 5 unpaid working days, July had seven
17					
18	Deferred Revenue	\$ (513,296)	\$ (89,292)	\$ 424,004	Dues paid in FY18 moved to income
19					
20	Total Liabilities and Deferred Revenue	\$ (4,117,380)	\$ (2,285,594)	\$ 1,831,786	
21					
22	Fund Balance	\$ 18,192,263	\$ 19,631,591	\$ 1,439,328	
23					
24					
25					
26					
27					
28					
29					
30					

WORKING CAPITAL				
	6/30/2018	7/31/2018	Incr (decr) to working capital	
Cash	\$ 8,310,406	\$ 6,836,486	\$ (1,473,920)	
Accounts Receivable	\$ 7,106,593	\$ 6,191,223	\$ (915,370)	
Accounts Payable	\$ (3,275,164)	\$ (1,759,726)	\$ 1,515,438	
Employee-related Liabilities	\$ (328,920)	\$ (436,576)	\$ (107,656)	
Working Capital	\$ 11,812,915	\$ 10,831,407	\$ (981,508)	

Attachment: 090618 CFO CHARTS (CFO Monthly Report)



Office of the CFO
Fiscal Year-To-Date Expenditure Report Through July 31, 2018

COMPREHENSIVE BUDGET

		Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent
1	Staff & Allocated Fringe Benefits	500,715	500,715	14,182		486,533	2.8%
2	51001 Allocated Indirect Costs	467,122	467,122	-		467,122	0.0%
3	54300 SCAG Consultants	274,850	274,850	-	61,269	213,581	0.0%
4	54340 Legal costs	180,000	180,000	-	9,900	170,100	0.0%
5	55441 Payroll, bank fees	12,500	12,500	-	12,000	500	0.0%
6	55510 Office Supplies	25,000	25,000	-	17,473	7,527	0.0%
7	55600 SCAG Memberships	22,000	22,000	-		22,000	0.0%
8	55610 Professional Membership	11,500	11,500	510		10,990	4.4%
9	55830 Conference - Registration	15,000	15,000	-		15,000	0.0%
10	55860 Scholarships	32,000	32,000	-		32,000	0.0%
11	55910 RC/Committee Mtgs	25,000	25,000	-		25,000	0.0%
12	55912 RC Retreat	5,000	5,000	-		5,000	0.0%
13	55914 RC General Assembly	375,000	375,000	60,000	0	315,000	16.0%
15	55915 Demographic Workshop	18,000	18,000	-	1,755	16,245	0.0%
16	55916 Economic Summit	80,000	80,000	-		80,000	0.0%
17	55918 Housing Summit	40,000	40,000	-		40,000	0.0%
18	55920 Other Meeting Expense	40,000	40,000	81	20,000	19,919	0.2%
19	55930 Miscellaneous other	12,000	12,000	2,403	5,730	3,867	20.0%
20	55940 Stipend - RC Meetings	215,925	215,925	1,440	0	214,485	0.7%
21	56100 Printing	30,500	30,500	-		30,500	0.0%
22	58100 Travel - outside SCAG region	44,500	44,500	10	0	44,490	0.0%
23	58101 Travel - local	25,500	25,500	267	0	25,233	1.0%
24	58110 Mileage - local	23,500	23,500	332	0	23,168	1.4%
25	58800 RC Sponsorships	135,000	135,000	-	8,100	126,900	0.0%
26	Total General Fund	2,610,612	2,610,612	79,226	136,227	2,395,159	3.0%
27				-			
28	Staff & Fringe Benefits	15,130,995	15,030,995	1,137,388		13,893,607	7.6%
29	51001 Allocated Indirect Costs	14,115,805	14,115,805	-		14,115,805	0.0%
30	54300 SCAG Consultants	30,586,917	30,287,112	-	2,567,550	27,719,562	0.0%
31	54360 Pass-through Payments	12,075,472	12,075,472	-	2,520,183	9,555,289	0.0%
32	55210 Software Support	247,231	247,231	126,345	22,548	98,338	51.1%
33	55280 Third Party Contribution	4,567,848	4,567,848	158,961		4,408,887	3.5%
34	55310 F&F Principal	231,850	231,850	18,627	209,942	3,281	8.0%
35	55315 F&F Interest	49,426	49,426	4,637	44,789	-	9.4%
36	55320 AV Principal	102,665	102,665	10,293	92,372	-	10.0%
37	55325 AV Interest	21,886	21,886	3,027	18,859	-	13.8%
38	55620 Resource Materials - subscrib	931,456	931,456	68,451	50,502	812,503	7.3%
39	55730 Capital Outlay	300,000	300,000	-		300,000	0.0%
40	55810 Public Notices	56,000	56,000	-		56,000	0.0%
41	55920 Other Meeting Expense	83,500	83,500	-	1,723	81,777	0.0%
42	55930 Miscellaneous - other	158,711	560,654	-		560,654	0.0%
43	56100 Printing	28,000	75,862	-		75,862	0.0%
44	58100 Travel	283,050	283,050	3,497		279,553	1.2%
45	59090 Exp - Local Other	9,767,224	9,767,224	-		9,767,224	0.0%
46	Total OWP & TDA Capital	88,738,036	88,788,036	1,531,226	5,528,468	81,728,343	1.7%
47				-			
48	Comprehensive Budget	91,348,648	91,398,648	1,610,451	5,664,695	84,123,502	1.8%

Attachment: 090618 CFO CHARTS (CFO Monthly Report)



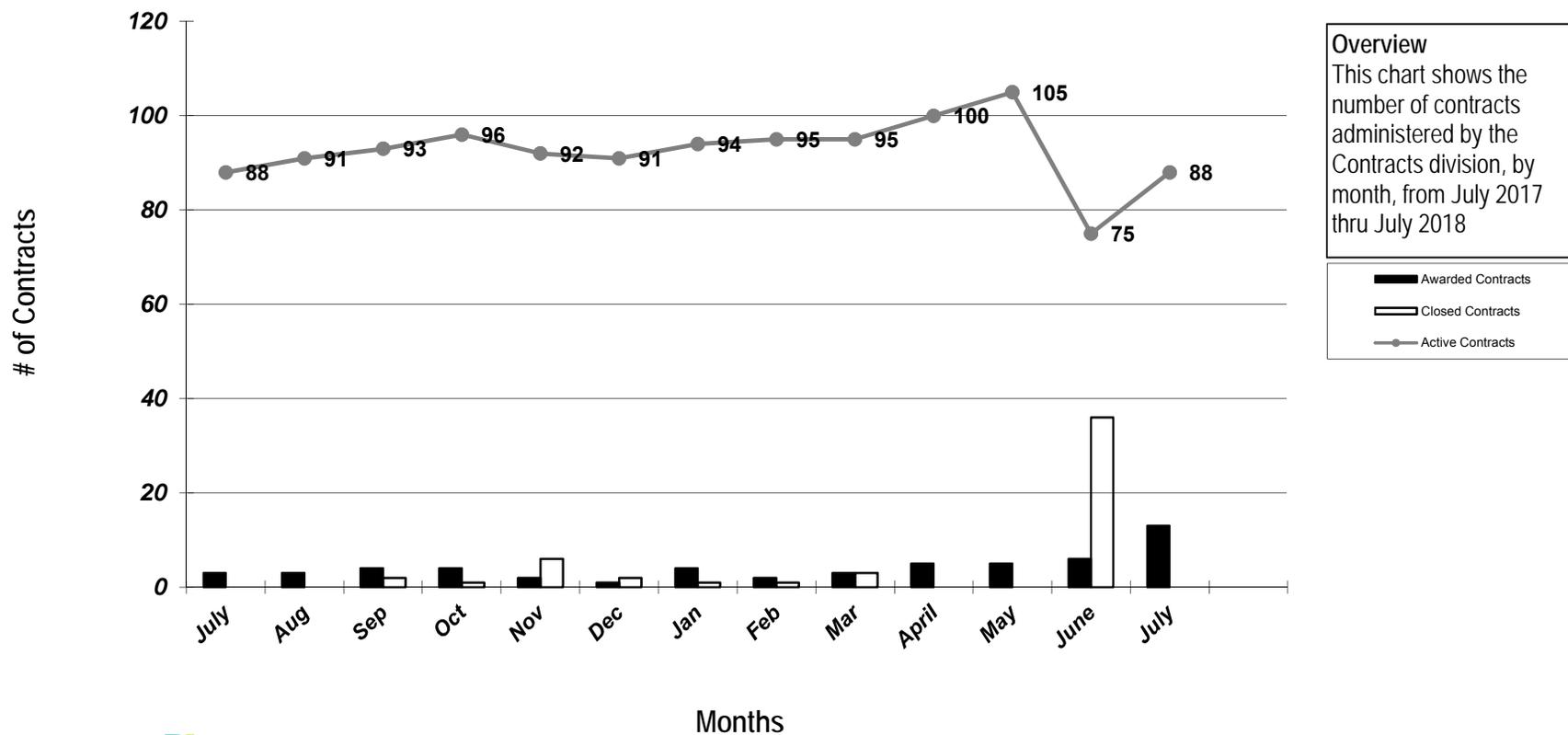
Office of the CFO
Fiscal Year-To-Date Expenditure Report Through July 31, 2018

INDIRECT COST EXPENDITURES

	Adopted Budget	Amended Budget	Expenditures	Commitments	Budget Balance	% Budget Spent		
1	50010	Regular Staff	4,540,919	4,540,919	350,170		4,190,749	7.7%
2	50013	Regular OT	1,000	1,000	-		1,000	0.0%
3	50014	Interns, Temps, Annuity	75,000	75,000	3,806		71,195	5.1%
4	50030	Severance	85,000	85,000	11,183		73,817	13.2%
5	51000	Allocated Fringe Benefits	3,587,327	3,587,327	309,786		3,277,541	8.6%
6	54300	SCAG Consultants	234,570	234,570	-	2,923	231,647	0.0%
7	54301	Consultants - Other	1,421,750	1,453,602	48,519	92,900	1,312,183	3.3%
8	54340	Legal	125,000	125,000	-	39,675	85,325	0.0%
9	55210	Software Support	484,980	453,128	24,947	64,235	363,946	5.5%
10	55220	Hardware Supp	86,000	86,000	39,178	46,822	-	45.6%
11	55240	Repair & Maint Non-IT	15,000	15,000	260	4,840	9,900	1.7%
12	55400	Office Rent DTLA	724,350	724,350	1,163	723,157	30	0.2%
13	55410	Office Rent Satellite	245,883	245,883	21,132	146,688	78,063	8.6%
14	55420	Equip Leases	120,000	120,000	4,720	32,280	83,000	3.9%
15	55430	Equip Repairs & Maint	26,500	26,500	-	300	26,200	0.0%
16	55435	Security Services	100,000	100,000	-	63,938	36,062	0.0%
17	55440	Insurance	199,089	199,089	19,865		179,224	10.0%
18	55441	Payroll / Bank Fees	15,000	15,000	-	13,000	2,000	0.0%
19	55445	Taxes	5,000	5,000	-		5,000	0.0%
20	55460	Mater & Equip < \$5,000 *	14,000	14,000	139	524	13,337	1.0%
21	55510	Office Supplies	73,800	73,800	-	29,300	44,500	0.0%
22	55520	Graphic Supplies	2,500	2,500	-	2,500	-	0.0%
23	55530	Telephone	170,000	170,000	2,875	121,064	46,061	1.7%
24	55540	Postage	10,000	10,000	-	10,000	-	0.0%
25	55600	SCAG Memberships	188,450	188,450	3,500		184,950	1.9%
26	55620	Res Mats/Subscrip	57,300	57,300	981	6,322	49,997	1.7%
27	55700	Deprec - Furn & Fixt	232,000	232,000	-		232,000	0.0%
28	55710	Deprec - Computer Equipment	35,000	35,000	-		35,000	0.0%
29	55715	Amortiz - Software	250,000	250,000	-		250,000	0.0%
30	55720	Amortiz - Leasehold Improvements	70,000	70,000	-		70,000	0.0%
31	55800	Recruitment Notices	20,000	20,000	-	90	19,910	0.0%
32	55801	Recruitment - other	38,000	38,000	-	38,000	-	0.0%
33	55810	Public Notices	2,500	2,500	-		2,500	0.0%
34	55820	In House Training	20,000	20,000	-		20,000	0.0%
35	55830	Netowrking Meetings/Special Events	11,500	11,500	3,299		8,201	28.7%
36	55840	Training Registration	65,000	65,000	-		65,000	0.0%
37	55920	Other Mtg Exp	2,500	2,500	-		2,500	0.0%
38	55930	Miscellaneous - other	11,000	11,000	(74)	10,521	552	-0.7%
39	55950	Temp Help	38,500	38,500	-	27,961	10,539	0.0%
40	56100	Printing	20,000	20,000	71	2,000	17,929	0.4%
41	58100	Travel - Outside	85,000	85,000	-		85,000	0.0%
42	58101	Travel - Local	18,750	18,750	-		18,750	0.0%
43	58110	Mileage - Local	26,100	26,100	-		26,100	0.0%
44		Total Indirect Cost	13,554,268	13,554,268	845,520	1,479,041	11,229,706	6.2%

Attachment: 090618 CFO CHARTS (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 July 2018

- Awarded Contracts
- Closed Contracts
- Active Contracts



Summary

The chart shows that the Contracts Department is managing Eighty-eight contracts. Thirty-seven are Cost Plus Fixed Fee contracts, 14 are fixed price contracts, and the remaining 37 are Time and Materials (T&M) contracts (includes Labor Hour and Retainer contracts). The Contracts Department anticipates issuing approximately 50 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 August 1, 2018



GROUPS	Authorized Positions	Filled Positions	Vacant Positions
Executive	7	5	2
Legal	2	2	0
Policy & Public Affairs	18	13	5
Administration	41	36	5
Planning & Programs	64	60	4
Total	132	116	16

OTHER POSITIONS

GROUPS	Limited Term Positions	Interns or Volunteers	Temp Positions	Agency Temps
Executive	1	0	0	0
Legal	0	0	0	0
Policy & Public Affairs	4	0	0	0
Administration	4	5	0	0
Planning & Programs	8	17	1	
Total	17	22	1	0

Attachment: 090618 CFO CHARTS (CFO Monthly Report)