



**SCOPE CHANGES SUBCOMMITTEE OF THE
TECHNICAL ADVISORY COMMITTEE OF THE MOBILE SOURCE
AIR POLLUTION REDUCTION REVIEW COMMITTEE**

AGENDA

Thursday, March 3, 2022 at 12:45 p.m.

Pursuant to Assembly Bill 361, the Scope Changes Subcommittee meeting will only be conducted via video conferencing and by telephone. Please follow the instructions below to join the meeting remotely.

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION AT BOTTOM OF AGENDA

Join Zoom Webinar Meeting - from PC or Laptop
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Audience will be allowed to provide public comment through telephone or Zoom connection during public comment periods

PUBLIC COMMENT WILL STILL BE TAKEN

*Members of the public may address this body concerning any agenda item before or during consideration of that item (Gov't Code Section 54954.3(a)). If you wish to comment on an agenda item or during the public comment period, please "raise your hand" on Zoom or dial *9 on your phone. All agendas for regular meetings are posted at District Headquarters, 21865 Copley Drive, Diamond Bar, California, at least 72 hours in advance of the regular meeting. Speakers may be limited to three (3) minutes each.*

CALL TO ORDER

- Roll Call

ACTION CALENDAR

1. Update on Modifications to MSRC Policy on Extension Requests

Staff will provide a brief update concerning the MSRC's action to rescind the policies titled "Contract Modifications, Scope Changes, Extensions and Cost Reallocations" and "Policies on Contracts Administrator Responsibilities for Scope Changes" and adopt a new policy titled "Contract Modifications" (*no written material*).

2. Consider Reduced Scope and Value, Substitution of Compressed Natural Gas (CNG) for Propane (LPG) and Six-Month Term Extension by City of Santa Ana, Contract #ML14012 (\$244,000 – Procure Seven Heavy-Duty LPG Vehicles and Install EV Charging)

The City could not identify LPG vehicles in its fleet which would meet the operational requirements. Therefore, the City is requesting to reduce the number of vehicles from seven to one, with a corresponding \$180,000 contract value reduction, and to substitute a CNG vehicle for LPG. The COVID-19 pandemic and understaffing have impacted the City's ability to complete the final reporting and invoicing on the project. Therefore, the City also requests a six-month contract term extension.

3. Consider Nine-Month Term Extension by Southern California Association of Governments (SCAG), Contract #MS18015 (\$2,000,000 – Southern California Future Communities Partnership Program)

SCAG requests a nine-month term extension due to supply chain pressures and staffing capacity challenges associated with the COVID-19 pandemic.

OTHER BUSINESS

4. **Any member of the Subcommittee, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, may make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter, or may take action to direct staff to place a matter of business on a future agenda. (Gov't Code Section 54954.2)*

PUBLIC COMMENT PERIOD - (Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3)

At the end of the regular meeting agenda, an opportunity is provided for the public to speak on any subject within the Subcommittee's authority that is not on the agenda. Speakers may be limited to three (3) minutes each.

ADJOURNMENT

Next Meeting: Date: Thursday, April 7, 2022, 12:45 p.m., location TBD

Americans with Disabilities Act and Language Accessibility

Disability and language-related accommodations can be requested to allow participation in the MSRC-TAC meeting. The agenda will be made available, upon request, in appropriate alternative formats to assist persons with a disability (Gov't Code Section 54954.2(a)). In addition, other documents may be requested in alternative formats and languages. Any disability or language-related accommodation must be requested as soon as practicable. Requests will be accommodated unless providing the accommodation would result in a fundamental alteration or undue burden to the District. Please contact Alejandra Vega at (909) 396-2264 from 7:00 a.m. to 5:30 p.m., Tuesday through Friday, or send the request to avega@aqmd.gov

Pursuant to SB 343

All documents (i) constituting non-exempt public records, (ii) relating to an item on an agenda for a regular meeting, and (iii) having been distributed to at least a majority of the Committee after the Agenda is posted, are available by contacting Alejandra Vega at (909) 396-2264 or send the request to avega@aqmd.gov

Contacts: Cynthia Ravenstein, MSRC Contracts Administrator – (909) 396-3269
Ray Gorski, MSRC Technical Advisor – (909) 396-2479
Alejandra Vega, MSRC Administrative Liaison – (909) 396-2264

***** Visit Our Website At: www.CleanTransportationFunding.org*****

INSTRUCTIONS FOR ELECTRONIC PARTICIPATION

Instructions for Participating in a Virtual Meeting as an Attendee

As an attendee, you will have the opportunity to virtually raise your hand and provide public comment. Before joining the call, please silence your other communication devices such as your cell or desk phone. This will prevent any feedback or interruptions during the meeting.

Please note: During the meeting, all participants will be placed on mute by the host. You will not be able to mute or unmute your lines manually.

After each agenda item, the Chair will announce public comment.

A countdown timer may be displayed on the screen for each public comment.

If interpretation is needed, more time will be allotted.

Once you raise your hand to provide public comment, your name will be added to the speaker list. Your name will be called when it is your turn to comment. The host will then unmute your line.

Directions for Video ZOOM on a DESKTOP/LAPTOP:

- If you would like to make a public comment, please click on the **“Raise Hand”** button on the bottom of the screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for Video Zoom on a SMARTPHONE:

- If you would like to make a public comment, please click on the **“Raise Hand”** button on the bottom of your screen.
- This will signal to the host that you would like to provide a public comment and you will be added to the list.

Directions for TELEPHONE line only:

- If you would like to make public comment, please **dial *9** on your keypad to signal that you would like to comment.

Scope Changes Agenda Item No. 2

DATE: March 3, 2022

FROM: Cynthia Ravenstein, MSRC Contracts Administrator

SUBJECT: Reduced Scope and Value, Substitution of CNG for LPG (Propane) and Six-Month Term Extension by City of Santa Ana, Contract #ML14012

SYNOPSIS: The City could not identify LPG vehicles in its fleet which would meet the operational requirements. Therefore, the City is requesting to reduce the number of vehicles from seven to one, with a corresponding \$180,000 contract value reduction, and to substitute a CNG vehicle for LPG. The COVID-19 pandemic and understaffing have impacted the City's ability to complete the final reporting and invoicing on the project. Therefore, the City also requests a six-term extension as part of the FYs 2012-14 Local Government Match Program.

FINANCIAL IMPACT: If the MSRC approves the City's request, \$180,000 would revert to the AB 2766 Discretionary Fund.

RECOMMENDATIONS: The MSRC-TAC Scope Changes Subcommittee will review the request and their recommendations will be brought forward at the MSRC-TAC meeting.

ATTACHMENTS: Contractor's letter requesting modification

DISCUSSION:

Contractor: City of Santa Ana

Project Title: Procure Seven Heavy-Duty LPG Vehicles and Install EV Charging

MSRC Funding: \$244,000

Contract Term: February 13, 2015 to April 12, 2022

Current Request: Reduced scope and value, substitute CNG for LPG, and six-month term extension

Previous Requests: Six-month term extension

Project Description: The MSRC awarded the City \$244,000: \$210,000 to procure seven heavy-duty LPG vehicles equipped with engines meeting the 0.2 g/bhp-hr NOx standard, or better; and \$34,000 towards the installation of six Level II EV charging stations, at least five of which must be publicly accessible. The City has placed one heavy-duty CNG vehicle into service and completed installation of the charging stations; nothing has been paid to date on this contract.

Previous Requests: In July 2021, the City indicated that the COVID-19 pandemic and understaffing had delayed the preparation of their final report and invoicing. They requested a six-month term extension. This request was process administratively.

Contract Request: The City could not identify LPG vehicles in its fleet which would meet the five-year operational requirements of Contract #ML14012, or even be very close to doing so. Therefore, the City is requesting to reduce the number of vehicles from seven to one. The City understands that this would involve \$180,000 a contract value reduction.

The one vehicle identified is CNG rather than LPG. Both fuel types were equally eligible under the MSRC's FYs 12-14 Local Government Match Program. The CNG vehicle would have been approved if originally proposed.

Lastly, the City indicates that impacts of the COVID-19 pandemic and understaffing have continued to impede their report preparation and invoicing efforts. They request a six-month contract term extension.

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PUBLIC WORKS AGENCY

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February 14, 2022

Cynthia Ravenstein
MSRC Program Administrator
Mobile Source Air Pollution Reduction Review Committee
21865 East Copley Drive
Diamond Bar, California 91765

RE: Contracts ML14012 Request for Extension

Dear Ms. Ravenstein:

The City of Santa Ana received approval on February 13, 2015 for a total of \$244,000 in funding from the MSRC's Clean Transportation Funding *Local Government Match 2014 Program* to help finance alternative fuel infrastructure projects.

The City of Santa Ana is requesting a 6-month extension for Contract ML14012 to accommodate unanticipated delays due to the Covid-19 Pandemic and understaffing. The requested extension will allow our staff to prepare a Final Submission for ML14012. Additionally, The City is requesting to amend contract ML 14012 to reduce the total number of vehicles from 7 to 1, and substitute the (1) LPG vehicle for a (1) CNG vehicle.

Thank you for your consideration of our request, and I look forward to your response. Should you have any questions or comments, please feel free to contact Gregory Hoang at (714) 647-3357.

Sincerely,

Michael Ortiz
Acting Deputy Public Works Director
Fleet and Facilities Services

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Scope Changes Agenda Item No. 3

DATE: March 3, 2022

FROM: Cynthia Ravenstein, MSRC Contracts Administrator

SUBJECT: Nine-Month Term Extension by Southern California Association of Governments (SCAG), Contract #MS18015

SYNOPSIS: SCAG requests a nine-month term extension due to supply chain pressures and staffing capacity challenges associated with the COVID-19 pandemic as part of the FYs 2016-18 Future Communities Partnership Program.

FINANCIAL IMPACT: None

RECOMMENDATIONS: The MSRC-TAC Scope Changes Subcommittee will review the request and their recommendations will be brought forward at the MSRC-TAC meeting.

ATTACHMENTS: Contractor's letter requesting modification

DISCUSSION:

Contractor: Southern California Association of Governments

Project Title: Future Communities Partnership Program

MSRC Funding: \$2,000,000

Project Term: July 13, 2018 to August 31, 2022

Current Request:

Previous Requests: Modify one project, modify payment schedule, and one-year term extension; six-month term extension; reallocation of costs between tasks

Project Description: The MSRC awarded SCAG \$2,000,000 to partner on their broad-based regional program to support city and county agencies in implementing pilot projects that reduce vehicle miles traveled (VMT) from local travel and municipal operations through the use of new technologies and enhanced data analytics. Contract #MS18015 was executed to effectuate the award, and the MSRC approved the specific list of projects in April 2019. Nothing has been paid to date on this contract.

Previous Requests: SCAG was able to accomplish Task I (Research Promising Practices) and Task II (Selection of Specific Project Elements) at lower costs than anticipated. SCAG requested to reallocate \$50,000 from Task I, \$40,000 from Task II, and \$10,000 from Task IV (Reporting) to Task III (Implementation). At their April 2019 meeting, the MSRC considered and approved these reallocations. Subsequently, in September 2019 SCAG indicated that the initial administrative processes for some communities had taken longer than anticipated. SCAG

requested a contract term extension to August 31, 2021 to allow time for appropriate data collection and to align deadlines with their other funding source. This modification was processed administratively. Then in the Fall of 2020, SCAG indicated that the COVID-19 pandemic had significantly delayed implementation of most projects in the program. SCAG requested a one-year term extension to allow partnering agencies the flexibility to compensate for lost time and determine if additional modifications may be necessary to complete project work. In particular, the City of Monrovia had been compelled to develop a new scope of work for their project. SCAG requested approval of the revised project list, substituting the proposed bike share and bike delivery incentive program for the shared ride program in Monrovia. Lastly, due to the expiration of certain co-funding sources, SCAG requested modifications to the payment schedule, which would result in a net increase in total co-funding. At their December 2020 meeting, the MSRC considered and approved these modifications.

Contract Request: SCAG indicates that four pilots are expected to be complete by the current deadline of June 30, 2022: Glendale, Monrovia, San Bernardino County, and Riverside. Meanwhile, supply chain pressures and staffing capacity challenges associated with the COVID-19 pandemic have continued to delay the Anaheim, Cerritos, Los Angeles, and Ontario project elements. Allowing an adequate window for meaningful data collection is viewed as critical to the success of each pilot project. Therefore, SCAG requests a nine-month term extension to allow them to complete the work.



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

February 16, 2022

Ms. Cynthia Ravenstein
MSRC Contracts Administrator
South Coast Air Quality Management District
21865 Copley Drive
Diamond Bar, CA 91765-4178

Subject: Contract Timeline Extension for No. MS18015C

Dear Ms. Ravenstein:

The Southern California Association of Governments (SCAG) and the Future Communities Partnership Program (FCPP) would like to officially request a contract extension for Contract No. MS18015C. We are requesting a nine-month extension to amend the contract timeline, which is currently planned for termination effective August 31, 2022. The FCPP project team is proposing a new termination date effective May 31, 2023, with the Final Report completed no later than March 31, 2023.

The ongoing COVID-19 pandemic has continued to disrupt FCPP implementation efforts, and while some pilots remain on-track, others continue to experience delays. The FCPP project team expects four pilots to be completed this summer, including Glendale, Monrovia, San Bernardino County, and Riverside, with the Riverside team currently coordinating to finalize the pilot deliverables and champion the program's first successful pilot conclusion. Altogether the four are anticipated to be completed by original program deadline of June 30, 2022.

Supply chain pressures coupled with staffing capacity and labor and material shortages have impacted the other pilots however, particularly for Anaheim and Ontario. In the case of Anaheim, it has halted implementation and data collection until resolved. Staffing and capacity issues have been consistent throughout the pandemic, but they are especially felt when working with external project partners or supporting vendors. The Cerritos and Los Angeles pilots have felt this impact. As a result, some critical milestones are taking longer to reach.

Additionally, as the current termination date continues to approach, the window for meaningful data collection grows smaller, which is critical to the success of each pilot project. The Anaheim, Cerritos, Los Angeles, and Ontario pilots will benefit from an extended timeline to allow the consultants, researchers, and FCPP project team members to continue data collection and analysis beyond the current project deadline. This will strengthen the findings, final report, and deliverables.

We thank you for your continued patience and support on the Future Communities Partnership Program as well as other SCAG initiatives. Any

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questions or concerns related to this request may be directed to Marisa Laderach, FCPP Project Manager, at 213-236-1927 or laderach@scag.ca.gov.

Sincerely,

Kana Sato-Nguyen
Manager, Budget & Grants Department