



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

BOARD OF DIRECTORS
EXECUTIVE COMMITTEE MEETING

COMMITTEE MEMBERS

JOHN GIOIA – CHAIR
NATE MILEY – SECRETARY
TOM BATES
SCOTT HAGGERTY
BRAD WAGENKNECHT

ASH KALRA – VICE-CHAIR
JOHN AVALOS
CAROLE GROOM
MARK ROSS

MONDAY
DECEMBER 17, 2012
9:30 A.M.

4TH FLOOR CONFERENCE ROOM
939 ELLIS STREET
SAN FRANCISCO, CA 94109

AGENDA

1. **CALL TO ORDER – ROLL CALL**
2. **PUBLIC COMMENT PERIOD** *(Public Comment on Non-Agenda Items Pursuant to Government Code § 54954.3) Members of the public are afforded the opportunity to speak on any agenda item. All agendas for regular meetings are posted at Air District headquarters, 939 Ellis Street, San Francisco, CA, and at the Air District's website www.baaqmd.gov at least 72 hours in advance of a regular meeting. At the beginning of the regular meeting agenda, an opportunity is also provided for the public to speak on any subject within the Committee's subject matter jurisdiction. Speakers will be limited to three (3) minutes each.*
3. **APPROVAL OF THE MINUTES OF OCTOBER 22, 2012**
4. **HEARING BOARD QUARTERLY REPORT – JULY THROUGH SEPTEMBER 2012**
T. Dailey/5073
tom.dailey@kp.org
5. **REAL ESTATE BROKER SELECTION FOR DISPOSITION OF 939 ELLIS STREET, SAN FRANCISCO, CA**
J. Broadbent/5041
jbroadbent@baaqmd.gov

The Committee will consider recommending the Board of Directors authorize the Executive Officer/APCO to enter into a contract with Cassidy Turley to develop and implement marketing strategies for 939 Ellis Street.

6. **AUTHORIZE ADDITIONAL FUNDING FOR WEB SITE AND PRODUCTION SYSTEM INTEGRATION**
J. Broadbent/5041
jbroadbent@baaqmd.gov

The Committee will consider recommending Board of Directors approval to authorize the Executive Officer/APCO to amend existing contract with Lightmaker, Inc. by \$120,000; increase the Information Systems fiscal year 2012-2013 budget by \$200,000; and authorize the Executive Officer/APCO to enter into contracts for services not to exceed \$200,000, with IntelliBridge Partners, Inc.

7. **UPDATE ON REGIONAL PLUG-IN ELECTRIC VEHICLE PLAN**

D. Breen/5041
dbreen@baaqmd.gov

The Committee will receive an informational update on the regional plug-in electric vehicle plan that will be submitted to the United States Department of Energy for the Bay Area and Monterey Regions.

8. **COMMITTEE MEMBER COMMENTS/OTHER BUSINESS**

Any member of the Committee, or its staff, on his or her own initiative or in response to questions posed by the public, may ask a question for clarification, 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 take action to direct staff to place a matter of business on a future agenda. (Gov't Code § 54954.2).

9. **TIME AND PLACE OF NEXT MEETING** - Monday, March 18, 2013, Bay Area Air Quality Management District Office, 939 Ellis Street, San Francisco, California 94109 at 9:30 a.m.

10. **ADJOURNMENT**

CONTACT EXECUTIVE OFFICE- 939 ELLIS STREET SAN FRANCISCO, CA 94109

(415) 749-5130
FAX: (415) 928-8560
BAAQMD homepage:
www.baaqmd.gov

- To submit written comments on an agenda item in advance of the meeting.
- To request, in advance of the meeting, to be placed on the list to testify on an agenda item.
- To request special accommodations for those persons with disabilities notification to the Clerk's Office should be given at least three working days prior to the date of the meeting so that arrangements can be made accordingly.
- Any writing relating to an open session item on this Agenda that is distributed to all, or a majority of all, members of the body to which this Agenda relates shall be made available at the District's offices at 939 Ellis Street, San Francisco, CA 94109, at the time such writing is made available to all, or a majority of all, members of that body. Such writing(s) may also be posted on the District's website (www.baaqmd.gov) at that time.

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

939 ELLIS STREET, SAN FRANCISCO, CALIFORNIA 94109

(415) 771-4963

EXECUTIVE OFFICE: MONTHLY CALENDAR OF DISTRICT MEETINGS

DECEMBER 2012

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Executive Committee <i>(Meets 3rd Monday of each Month)</i>	Monday	17	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Regular Meeting <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	19	9:45 a.m.	Board Room
Board of Directors Budget & Finance Committee <i>(Meets the 4th Wednesday of each Month) - CANCELLED</i>	Wednesday	26	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Mobile Source Committee <i>(Meets 4th Thursday of each Month) - CANCELLED</i>	Thursday	27	9:30 a.m.	4 th Floor Conf. Room

JANUARY 2013

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Regular Meeting <i>(Meets 1st & 3rd Wednesday of each Month) - CANCELLED</i>	Wednesday	2	9:45 a.m.	Board Room
Advisory Council Regular Meeting/Retreat <i>(Meets 2nd Wednesday of each Month)</i>	Wednesday	9	9:00 a.m.	Board Room
Special Board of Directors Meeting/Retreat <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	16	9:45 a.m.	San Jose City Hall 200 East Santa Clara Street San Jose, CA 95113
Board of Directors Executive Committee <i>(Meets 3rd Monday of each Month) - CANCELLED</i>	Monday	21	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Stationary Source Committee <i>(Meets the 3rd Monday of Every Other Month)- CANCELLED</i>	Monday	21	10:30 a.m.	4 th Floor Conf. Room
Board of Directors Budget & Finance Committee <i>(Meets the 4th Wednesday of each Month)</i>	Wednesday	23	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Mobile Source Committee <i>(Meets 4th Thursday of each Month)</i>	Thursday	24	9:30 a.m.	4 th Floor Conf. Room

FEBRUARY 2013

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Regular Meeting <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	6	9:45 a.m.	Board Room
Advisory Council Regular Meeting <i>(Meets 2nd Wednesday of each Month)</i>	Wednesday	13	9:00 a.m.	Board Room
Board of Directors Executive Committee <i>(Meets 3rd Monday of each Month)</i> - CANCELLED	Monday	18	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Regular Meeting <i>(Meets 1st & 3rd Wednesday of each Month)</i>	Wednesday	20	9:45 a.m.	Board Room
Board of Directors Budget & Finance Committee <i>(Meets the 4th Wednesday of each Month)</i>	Wednesday	27	9:30 a.m.	4 th Floor Conf. Room
Board of Directors Mobile Source Committee <i>(Meets 4th Thursday of each Month)</i>	Thursday	28	9:30 a.m.	4 th Floor Conf. Room

HL – 12/11/12 (8:30 a.m.)

P/Library/Forms/Calendar/Calendar/Moncal

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson John Gioia and Members
of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: December 3, 2012

Re: Approval of Minutes of October 22, 2012

RECOMMENDED ACTION

Approve attached draft minutes of the Executive Committee meetings of October 22, 2012.

DISCUSSION

Attached for your review and approval are the draft minutes of the Executive Committee meetings of October 22, 2012.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Sean Gallagher
Reviewed by: Ana Sandoval

Bay Area Air Quality Management District
939 Ellis Street
San Francisco, California 94109
(415) 771-6000

DRAFT MINUTES

Summary of Board of Directors
Executive Committee Meeting
Monday, October 22, 2012

1. Call to Order – Roll Call

Chairperson John Gioia called the meeting to order at 9:40 a.m.

Present: Chairperson John Gioia; Secretary Nate Miley; and Directors John Avalos, Tom Bates, Carole Groom, Scott Haggerty, Mark Ross and Brad Wagenknecht.

Absent: Vice Chairperson Ash Kalra.

Also Present: None.

2. Public Comment Period: None.

3. Quarterly Reports of the Hearing Board: January – March 2012 and April – June 2012

Hearing Board Chairperson Thomas M. Dailey, M.D., presented the quarterly reports of the Air District Hearing Board for January through March and April through June of 2012.

Committee Comments:

Chairperson Gioia asked about records of settlements and the imposition of fines, which Brian Bunger, District Counsel, answered.

Public Comments: None.

Committee Action: None; informational only.

4. Report of the Advisory Council: January – October 2012

Advisory Council Chairperson Stan Hayes presented the Report of the Advisory Council: January – October 2012, including background on the constitution and mission of the Council and a summary of recent meetings.

NOTED PRESENT: Directors Haggerty and Miley were noted present at 9:46 a.m., thereby establishing a quorum.

Committee Comments:

Director Bates asked for preliminary findings. Advisory Council Chairperson Hayes said a heightened sense of urgency to respond to ultra-fine particulate matter when he initially perceived it as a matter for future action.

NOTED PRESENT: Director Wagenknecht was noted present at 9:52 a.m.

Public Comments: None.

Committee Action: None; informational only.

5. Approval of the Minutes of March 19, 2012, and July 11, 2012

Committee Comments: None.

Public Comments: None.

Committee Action: Director Haggerty made individual motions to approve the Minutes of March 19, 2012, and July 11, 2012; Director Bates seconded each; and both motions were carried unanimously without objection.

6. Particulate Matter (PM) Planning

Mr. Broadbent made introductory comments regarding the item and introduced Henry Hilken, Director of Planning, Rules & Research. Mr. Hilken introduced David Burch, Principal Environmental Planner of Planning, Rules & Research, who gave the staff presentation PM Planning, including an overview of PM and its health effects; an analysis of the sources, control measures and trends in PM within the Bay Area; a review of the air quality planning requirements of the California Air Resources Board and U.S. Environmental Protection Agency (EPA) and the Air District's plans for compliance with the national standard for PM; a review of the New Source Review Rule Amendments as they apply to PM; and next steps.

Chairperson Gioia asked, regarding slide 4, PM Health Effects, what age group is most represented in the "estimated 1,000 to 2,000 premature deaths per year in the Bay Area." Mr. Burch said thirty-plus.

Mr. Burch continued the presentation.

Chairperson Gioia asked, regarding slide 6, Sources of Fine PM, for an example of a Domestic source. Mr. Burch said gas heating and other indoor natural gas combustion.

Director Groom asked where the monitors were located. Mr. Burch said the four installed to date are in Santa Rosa, San Pablo, Livermore and Redwood City.

Director Bates asked, regarding slide 6, Sources of Fine PM, questions about cigarette smoke, which Mr. Burch and Jean Roggenkamp, Deputy Air Pollution Control Officer, answered.

Director Bates asked if the Air District has authority to regulate cigarette smoke indoors. Mr. Buncher said no.

Chairperson Gioia, Director Bates, Mr. Burch and Ms. Roggenkamp discussed slide 6, Sources of Fine PM, which shows sources of exposure in the outdoor environment, including those that permeate from indoor environments. Ms. Roggenkamp added that research is pointing towards indoor exposure being intense and staff is doing its best to highlight this whenever possible.

NOTED PRESENT: Director Ross was noted present at 10:09 a.m.

Director Bates asked questions about how the Air District can get involved in indoor air quality. Mr. Burch pointed to the PM Report, a section of which speaks to this topic.

Director Wagenknecht asked if the Air District is or will conduct studies relative to indoor air quality. Mr. Buncher stated that it is an active area of research. Ms. Roggenkamp clarified that the Advisory Council is looking at the topic.

Director Bates said it would be ideal to have the information available when people go through the building permit process and asked if that occurs now. Ms. Roggenkamp said the recommendations of the Advisory Council will speak to that as will the staff PM presentation to the Board in November.

Director Ross suggested that public outreach material relative to wood burning be expanded to include indoor fine PM information.

Director Haggerty suggested a great deal of public outreach. Director Groom suggested the outreach be done community-by-community. Chairperson Gioia suggested it be presented as more educational in nature. Director Haggerty suggested the material not be provided when a sale is completed but instead as a public education piece. Director Ross said there is precedent for a requirement. Ms. Roggenkamp noted the interest in the topic and said it will be brought back to the Public Outreach Committee. Chairperson Gioia agreed but asked that PM planning outreach material include information relative to indoor air quality.

Director Haggerty asked if any studies have been done comparing the indoor air quality of new commercial buildings to that of old buildings. Ms. Roggenkamp said staff can look into that.

Mr. Burch concluded the presentation.

Committee Comments:

Director Ross suggested Air District staff research a dollar figure for dealing with the health effects described. Mr. Burch said that was done as part of the Clean Air Plan. Director Ross agreed and suggested something more revised and attuned to this issue.

Director Bates asked if it is possible to prepare the previously discussed informational handout. Ms. Roggenkamp said yes and it will be brought to the Public Outreach Committee.

Mr. Broadbent said that however controversial the wood smoke rule may be, there is a clear decrease in ambient levels, and staff would like to bring an item to the Board after the end of the season that reveals to the public the success of the program.

Public Comments: None.

Committee Action: None; informational only.

7. Senate Bill (SB) 1339 – Commute Benefits Legislation

Ms. Roggenkamp introduced Thomas Addison, Senior Advanced Projects Advisor, who gave the staff presentation Senate Bill (SB) 1339 – Commute Benefits Legislation, including overviews of the provisions of the bill and staff plans regarding outreach and implementation.

Committee Comments:

Chairperson Gioia asked how the Air District and Metropolitan Transportation Commission staffs will proceed jointly. Mr. Addison, Chairperson Gioia and Ms. Roggenkamp discussed what collaboration has occurred to date and how the two agencies will proceed with developing a jointly adopted ordinance.

Chairperson Gioia and Mr. Addison discussed the tax ramifications of option 2. Damian Breen, Director of Strategic Incentives, said the subsidy is tax exempt for an employee up to \$240 per month. Mr. Addison summarized the first option as a benefit to employers and employees and the second option as a benefit to employees but not employers. Ms. Roggenkamp said the ordinance will provide options to employers.

Director Miley asked if Air District staff will be meeting with larger employers and if the legislation will apply to public sector employers. Ms. Roggenkamp responded that there will be an intensive outreach program. Mr. Addison said it does apply to the public sector and it is critical that Air District staff hear from employers early in the process in order to determine what is implementable.

Director Bates asked questions about option 3, which Mr. Addison answered.

Director Bates asked if the Emery Go Round would qualify those companies which contribute to the collective cost of the shuttle service. Mr. Broadbent said there is a lot of work yet to be done and it is a four-year pilot program.

Director Miley called upon his fellow Directors to take the initiative back to their respective organizations as employers, not governing bodies. Director Ross agreed and questioned the tax benefit for public sector employers. Mr. Addison clarified that if no payroll tax is paid by an employer there will not be a tax savings for the employer.

Public Comments: None.

Committee Action: None; informational only.

8. **Committee Member Comments/Other Business:** None.
9. **Time and Place of Next Committee Meeting:** Monday, November 19, 2012, Bay Area Air Quality Management District Office, 939 Ellis Street, San Francisco, CA 94109 at 9:30 a.m.
10. **Adjournment:** The meeting adjourned at 11:02 a.m.

Sean Gallagher
Clerk of the Boards

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson John Gioia and Members of the Executive Committee
From: Chairperson Thomas M. Dailey, M.D., and Members of the Hearing Board
Date: November 5, 2012
Re: Hearing Board Quarterly Report – July through September 2012

RECOMMENDED ACTION:

None; receive and file.

DISCUSSION:

During the third quarter of 2012 (July through September), the Hearing Board:

- Held two (2) hearings consisting of one (1) Accusation (3637), one (1) Appeal (3624 – pro forma hearing to set briefing and hearing schedule), and zero (0) Variances;
- Processed a total of three (3) orders consisting of one (1) Accusation (3637), zero (0) Appeals, zero (0) Variances, zero (0) Emergency Variances and two (2) Requests for Withdrawal/Dismissal (3636 and 3639); and
- Collected a total of \$4,787.00.

Below is a detail of Hearing Board activity during the same period:

Location: Contra Costa County; City of Martinez

Docket: 3624 – TESORO REFINING AND MARKETING COMPANY, GOLDEN EAGLE REFINERY (B2758) AND AMORCO TERMINAL (B2759) – *Appeal from Final Major Facility Review Permit issued June 28, 2011.*

Regulation(s): Final Major Facility Review Permit

Status: Appeal filed 07-27-2011; pro forma hearing scheduled for 09-22-2011 in conjunction with Docket 3532 Tesoro Refining and Marketing Company, et al; pro forma hearing rescheduled for 10-13-2011 and again for 11-10-2011; pro forma hearing held 11-10-2011 and continued for further pro forma hearing to 01-19-2012; pro forma hearing held 01-19-2012 wherein a briefing schedule was established and continued for further pro forma hearing to 07-12-2012; pro forma hearing held 07-12-2012 where a briefing schedule was set and evidentiary hearing set for 10-11-2012; upon receipt of briefs filed by both parties, the Hearing Board ordered the postponement of evidentiary hearing to a date TBD pending resolution of hearing on Respondent's motion to dismiss for lack of jurisdiction scheduled for 10-11-2012.

Period of Variance: N/A

Estimated Excess Emissions: N/A

Fees collected this quarter: \$0

Location: Napa County; City of American Canyon

Docket: 3636 THE COCA-COLA COMPANY, INC. – *Application for Short-Term Variance*

Regulation(s): 2-1-307; and Permit Condition 25049, Parts 2, 3 and 5

Status: Application filed 06-28-2012; Request for Withdrawal filed 06-13-2012; Order for Dismissal filed 08-03-2012.

Period of Variance: N/A

Estimated Excess Emissions: 0.09 lb/day hydrogen sulfide.

Fees collected this quarter: \$0

Location: Contra Costa County; City of Rodeo

Docket: 3637 AIR POLLUTION CONTROL OFFICER OF THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT VS. PINOLE RODEO AUTO WRECKER and JIM TAYLOR, INDIVIDUALLY AND D/B/A PINOLE RODEO AUTO WRECKER – *Accusation*

Regulation(s): 2-1-302

Status: Accusation filed on 06-28-2012; Evidentiary Hearing scheduled for 08-02-2012; Conditional Order for Abatement granted at hearing on 08-02-2012; Conditional Order for Abatement filed 09-11-2012.

Period of Variance: N/A

Estimated Excess Emissions: N/A

Fees collected this quarter: N/A (action initiated by the District)

Location: San Mateo County; City of La Honda

Docket: 3638 AIR POLLUTION CONTROL OFFICER OF THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT VS. COSTA LOMA LIMITED CORPORATION, A CALIFORNIA CORPORATION and JAMES A. WILKINSON, A/K/A HIM WILKINSON, INDIVIDUALLY AND D/B/A COSTA LOMA LTD. CORPORATION – *Accusation*

Regulation(s): 2-1-302

Status: Accusation filed 06-28-2012; Evidentiary Hearing scheduled for 08-02-2012 and rescheduled to 10-04-2012, at the request of Respondent, and again to 12-06-2012, upon the stipulation of both parties.

Period of Variance: N/A

Estimated Excess Emissions: N/A

Fees collected this quarter: N/A (action initiated by the District)

Location: Sonoma County; City of Santa Rosa

Docket: 3639 BODEAN COMPANY, INC. – *Application for Interim and Short Product Variances*

Regulation(s): 6-1-301

Status: Application filed 07-23-2012; Evidentiary hearings for both variances scheduled for 08-16-2012; Request for Withdrawal filed 08-14-2012; Order for Dismissal filed 09-05-2012.

Period of Variance: N/A

Estimated Excess Emissions: Opacity.

Fees collected this quarter: \$1,796.00 (Filing fee)

Location: Contra Costa County; City of Martinez

Docket: 3640 TESORO REFINING AND MARKETING COMPANY – *Application for Regular Variance*

Regulation(s): 8-2-301 regarding compliance with Condition 22070 and Table VII – B.6 of Permit to Operate; 2-6-307; and 2-1-307

Status: Application filed 09-26-2012; Evidentiary hearing scheduled for 11-08-2012.

Period of Variance: N/A

Estimated Excess Emissions: Between 1.34 and 288.9 lb/day carbon over the limit of 15 lb/day.

Fees collected this quarter: \$2,991.00 (Filing fee)

Respectfully submitted,

Thomas M. Dailey, M.D.
Chair, Hearing Board

Prepared by: Sean Gallagher
Reviewed by: Ana Sandoval

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson John Gioia and Members
of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: December 11, 2012

Re: Real Estate Broker Selection for Disposition of 939 Ellis Street, San Francisco, CA

RECOMMENDED ACTION

Recommend the Board of Directors authorize the Executive Officer/APCO to enter into a contract with Cassidy Turley to develop and implement marketing strategies for disposition of 939 Ellis Street.

DISCUSSION

The Air District expects to move to 390 Main Street in San Francisco as early as 2014 and seeks to coordinate the sale or lease of its current building with this move. The current location at 939 Ellis Street is not encumbered by any outstanding debt.

The proceeds from the disposition of 939 Ellis Street will contribute to the funds available for the Air District's anticipated acquisition of a portion of 390 Main Street. A brief review of the financing terms for the Air District's portion of 390 Main will be provided.

The Air District seeks a broker to research the potential market for 939 Ellis Street, determine an appropriate price or rent, develop appropriate disclosures, and develop and implement market strategies. The broker will present options and recommendations to the Air District's Board of Directors and assist in negotiations and completion of a final real estate transaction.

RESULTS

The Air District issued a Request For Proposals (RFP) from brokers interested in assisting in the sale or lease of the current headquarters. After reviewing submissions from the real estate firms Cassidy Turley, CBRE, and Cornish and Carrey, a scoring panel interviewed each group, and assigned scores for the proposals. Following the proposal evaluation guidelines set forth in the RFP, the scoring panel selected the broker with the highest total points to provide the required services.

The scores for the evaluations are provided below.

RFP 2012-007		COMMERCIAL REAL ESTATE BROKER					
Cornish & Carey							
Evaluative Criteria	Points	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5	Avg
Understanding and Approach	35	34	25	28	14	25	25
Compensation Schedule	25	24	20	18	20	20	20
Technical Expertise	20	20	10	14	14	15	15
Past Experience of Team and Firm	20	20	10	14	13	15	14
Total Points		98	65	74	61	67	73
Cassidy Turley							
Evaluative Criteria	Points	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5	Avg
Understanding and Approach	35	25	30	33	30	30	30
Compensation Schedule	25	25	25	25	20	25	24
Technical Expertise	20	15	15	19	15	15	16
Past Experience of Team and Firm	20	15	10	20	15	12	14
Total Points		80	80	97	80	82	84
CBRE							
Evaluative Criteria	Points	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5	Avg
Understanding and Approach	35	28	15	31	30	25	26
Compensation Schedule	25	15	10	20	15	20	16
Technical Expertise	20	15	10	15	15	10	13
Past Experience of Team and Firm	20	15	10	16	10	12	13
Total Points		73	45	82	70	75	69

BUDGET CONSIDERATION/FINANCIAL IMPACT

None at this time.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: MaryAnn Okpalaugo
Reviewed by: Jeff McKay

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson John Gioia and Members
of the Board of Directors

From: Jack P. Broadbent
Executive Officer/APCO

Date: December 12, 2012

Re: Authorize Additional Funding for Web Site and Production System Integration

RECOMMENDED ACTION:

Recommend the Board of Directors:

- 1) Authorize Executive Officer/APCO to amend existing contract with Lightmaker, Inc. by \$120,000;
- 2) Increase the Information Services fiscal year 2012 – 2013 budget by \$200,000; and
- 3) Authorize the Executive Officer/APCO to enter into contracts for services not to exceed \$200,000, with IntelliBridge Partners, Inc.

BACKGROUND

In March 2012, staff presented a regular update on the program in concert with the initial on-line launch of the software for permitting and compliance of gasoline dispensing facilities. Over all, the production system project has made extensive project to date. Below is a brief summary of that progress.

The system now contains:

- Permits for the past six years
- All inspection histories for all facilities
- Mobile inspection forms for gasoline dispensing facilities and dry cleaners
- Map locations for all facilities
- All facility emission information
- All permit revenue information by facility

The system is now capable of numerous functions:

- The system conducts permit issuance, registration and invoicing for: gas stations; dry cleaners; and new boiler, char broiler, mobile refinishing and graphic arts registrations.
- The system has issued over 2,000 permitting or registration documents and 2,500 invoices; it has also collected funds for over 2,000 invoices.

DISCUSSION

Expanded Website Assessment

Staff is now coordinating development of the production system with the assessment, rebuild and redesign of the air district website.

In June 2012, the Board of Directors authorized the Executive Officer/APCO execute an agreement with Lightmaker, Inc. to conduct a website audit/assessment and to develop a strategy for the rebuild and redesign of the website for an amount not to exceed \$100,000. Upon completion of the initial website assessment, staff determined the need to expand the assessment to include input from all of the Air District divisions, and the integration of data, content and business transactions into the strategy, vision and development of the new website. Staff will work with Lightmaker, Inc., to expand the initial assessment and strategy. The expanded scope is not expected to exceed an additional \$120,000 and will include an audit/assessment of the Air District's online business transactions and an audit/assessment of the Air District's online data exchange processes.

Contracting with IntelliBridge Partners, Inc.

Currently the Air District has \$1.1 million in the current Fiscal Year Ending 2013 budget for continued contractor support on the production system. However, in order to provide the public with a well integrated, self-service website that includes transactions, data and content from across a variety of Air District databases, including the production system, grants, and air monitoring functions, staff is requesting additional funding. The funding will allow the Air District to contract with IntelliBridge Partners, Inc. for the purpose of project management services, and additional information technology services, and will help achieve near term milestones for the Website and Production System Programs.

Staff will present the current status of the multi-year production system project and upcoming milestones including integration with the redesign of the www.baaqmd.gov website.

BUDGET CONSIDERATION/FINANCIAL IMPACT:

Funding for the website assessment project was pre-approved and included in the FYE 2012 and FYE 2013 budgets.

Funding for contracting with IntelliBridge Partners, Inc. will increase the FYE 2013 Information Services budget by \$200,000.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Kristine Roselius and Jaime Williams
Reviewed by: Lisa Fasano and Laura Brown

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson John Gioia and Members
of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: December 3, 2012

Re: Update on Regional Plug-in Electric Vehicle (PEV) Plan

RECOMMENDED ACTION

None; receive and file.

BACKGROUND

Recognizing the potential of Plug-In Electric Vehicles (PEV) to be an important technology in reducing emissions in the Bay Area, the Air District has allocated more than \$6 million in Transportation Fund for Clean Air (TFCA) funding to deploy PEV infrastructure over the past three fiscal years (fiscal years ending (FYE) 2010, 2011 and 2012). To ensure that these investments are well coordinated with the Bay Area's needs, the Air District applied for, and was successfully awarded, a number of state and federal grants to undertake regional PEV readiness planning for both the Bay Area and Monterey Bay regions. As part of this report, the committee will receive an overview of the Regional PEV plan, its findings, implementation actions, outreach performed as part of the planning process and next steps.

DISCUSSION**Regional PEV Plan (the Plan) – United States Department of Energy (DOE) Grant**

The Air District is one of six awardees that received funding from the DOE to collaborate on a California PEV readiness plan. In order to complete this effort locally, the Air District partnered with the Association of Bay Area Governments (ABAG), Metropolitan Transportation Commission (MTC), Bay Area Clean Cities Coalitions (East Bay, San Francisco and Silicon Valley), Bay Area EV Strategic Council, Monterey Bay Unified Air Pollution Control District (MBUAPCD), and Monterey Bay Electric Vehicle Association (MBEVA). Under this grant, the Air District has worked to produce a regional plan that will provide the Bay Area and Monterey Bay regions with a PEV deployment strategy based on the following:

- Projections for PEV ownership and deployment; barriers to PEV ownership, deployment, and steps to eliminate barriers identified.

- Key strategic zones/areas for deployment and types of charging stations for regional PEV charging infrastructure.
- An assessment of local government’s PEV readiness with respect to permitting and inspection practices; zoning and parking rules, local ordinances; and building codes.
- A review and discussion of opportunities for industry stakeholder training and consumer education; and strategies for minimizing grid and utility impacts.

Key Findings

Over the past twelve months, the Air District and its partners have engaged in an extensive analysis of PEV readiness in the region. This effort has highlighted existing and potential gaps and barriers including:

- The relatively higher cost of the vehicle and associated infrastructure are still a barrier for most consumers.
- 50% of cities and counties in the region indicated that they may need additional resources such as training and additional time to attain PEV readiness in the areas of zoning ordinances, building codes and permitting practices.
- To date, the majority of charging infrastructure has been installed in single-family homes. Additional effort and resources will be required to meet the existing and future demand for charging at Multi-unit family dwellings, workplaces, and away from home destinations (e.g. entertainment and recreational centers).

Maps from the Plan showing the "readiness" of local governments in the region and of proposed strategic and priority locations for future public charging infrastructure will be provided to the Committee for discussion as part of the presentation for this agenda item.

Implementation Actions

In order to address these findings, the Plan proposes the following action items for local governments and regional agencies:

Table 1 - Implementation Actions for Regional PEV Readiness

Stakeholder / Type of Action	Priority List of Actions
Local Governments	
Policy, Training and Planning	<ul style="list-style-type: none"> • Adopt California Building Code standards for charging infrastructure into local building codes. • Create a permitting checklist for residents and contractors. • Train permitting and inspection officials in charging infrastructure installation. • Specify design guidelines for PEV parking spaces.

Regional Agencies	
Policy and Planning	<ul style="list-style-type: none"> • Provide resources for local charging infrastructure deployment planning such as installation checklists, PEV projections, and siting analysis. • Convene summit of local elected officials. • Use existing county and local government forums to share PEV information to local government officials. • Update design guidelines for charging infrastructure in public locations, commercial properties, and multiple unit dwelling buildings based on a survey of existing PEV charging spaces.
Coordination	<ul style="list-style-type: none"> • Coordinate training of stakeholders and local government staff. • Implement "Go EV" campaign with MTC as the lead, support from Air District and ABAG. • Create cross-jurisdictional opportunities for sharing lessons learned.
Funding and Incentives	<ul style="list-style-type: none"> • Air District to continue to provide incentives for charging infrastructure and PEV deployment. • MTC and ABAG to provide regional transportation and funding incentives e.g., through the Sustainable Community Strategy. • Funding agencies to consider linking and prioritizing funding to PEV readiness.

Outreach

The planning process has included extensive outreach to public and private stakeholders. The following is a review of the Air District's efforts to obtain input for the Plan:

Surveys: The Air District issued three (3) surveys to inform the planning process:

- The Local Government PEV Readiness Survey to assess the readiness of local governments throughout the Region, with an 88% response rate.
- The Employer PEV Readiness Survey to assess Bay Area and Monterey Bay workplace PEV readiness, with 470 regional employers having responded.
- In coordination with ECOTality, a survey of The EV Project participants to understand LEAF drivers' experiences, with over 440 responses.

Public Outreach and Workshops: In order to obtain public input on the plan, the Air District conducted the following workshops and outreach:

- The Air District hosted the "California Community PEV Readiness Workshop for Local Governments" at the California Public Utilities Commission Building in San Francisco in June 2012, attracting more than 120 attendees.

- In September 2012, the Air District via the Clean Cities Coalitions issued two preliminary planning documents, the Best Practices and Planning Concepts documents to local government agencies and local stakeholders for feedback and input. Additionally, these documents and the Draft PEV Plan were posted online to solicit public comment through October 22, 2012.
- The Air District also held six informational sessions attracting approximately 100 attendees to present Draft Plan findings and to solicit community input as follows:

Table 2 - Community Informational Outreach Sessions

Sept. 27, 2012: Hartnell College, Salinas	Oct. 2, 2012: DeAnza College, Cupertino
Oct. 3, 2012: Marin Wellness Ctr., San Rafael	Oct. 9, 2012: St. Mary's Cathedral, San Francisco
Oct. 11, 2012: Fairfield Community Ctr., Fairfield	Oct. 16, 2012: Oakland City Hall, Oakland

Next Steps

California Energy Commission (CEC) PEV Planning Grant

While the process undertaken for the DOE grant addressed a number of significant areas for the region with regard to PEV readiness, there are a number of additionally important topics that lie outside of the scope of that effort. In order to address these, the Air District will expand its planning effort in early to mid-2013, seeking to analyze the following areas under two CEC grants for the Bay Area and Monterey Bay regions:

- Development of strategies that support accelerated PEV adoption in private and public fleets.
- Identification of strategies to attract PEV manufacturing, production, infrastructure and services to the Bay Area and California.
- Integration of the Regional PEV Plan into the Bay Area's Sustainable Communities Strategies (SCS) plan.

Following the CEC process, Air District staff will be returning to the Mobile Source Committee with recommendations for the allocation of Transportation Funds for Clean Air funds to help accelerate the deployment of PEV vehicles and infrastructure in the areas that require additional investment in order to meet the vehicle and infrastructure deployment targets. Additionally, the Air District intends to collaborate with its regional agencies partners to monitor the region's PEV readiness on an ongoing basis. This will involve tracking: local government actions on readiness and the status of vehicle and infrastructure deployment.

BUDGET CONSIDERATION / FINANCIAL IMPACT

None. The Air District match and administrative funding for these projects comes from the TFCA program.

Respectfully submitted,

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