



BAY AREA  
AIR QUALITY  
MANAGEMENT  
DISTRICT

## BOARD OF DIRECTORS REGULAR MEETING

September 19, 2018

A meeting of the Bay Area Air Quality Management District Board of Directors will be held at 9:45 a.m. in the 1<sup>st</sup> Floor Board Room at the Air District Headquarters, 375 Beale Street, San Francisco, California 94105.

### Questions About an Agenda Item

The name, telephone number and e-mail of the appropriate staff Person to contact for additional information or to resolve concerns is listed for each agenda item.

### Meeting Procedures

The public meeting of the Air District Board of Directors begins at 9:45 a.m. The Board of Directors generally will consider items in the order listed on the agenda. However, any item may be considered in any order.

After action on any agenda item not requiring a public hearing, the Board may reconsider or amend the item at any time during the meeting.

This meeting will be webcast. To see the webcast, please visit [www.baaqmd.gov/BODagendas](http://www.baaqmd.gov/BODagendas) at the time of the meeting. Closed captioning may contain errors and omissions, and are not certified for their content or form.

## Public Comment Procedures

Persons wishing to make public comment must fill out a Public Comment Card indicating their name and the number of the agenda item on which they wish to speak, or that they intend to address the Board on matters not on the Agenda for the meeting.

**Public Comment on Non-Agenda Matters, Pursuant to Government Code Section 54954.3** Speakers wishing to address the Board on non-agenda matters will be heard at the end of the agenda, and each will be allowed up to three minutes to address the Board at that time.

Members of the Board may engage only in very brief dialogue regarding non-agenda matters, and may refer issues raised to District staff for handling. In addition, the Chairperson may refer issues raised to appropriate Board Committees to be placed on a future agenda for discussion.

**Public Comment on Agenda Items** The public may comment on each item on the agenda as the item is taken up. Public Comment Cards for items on the agenda must be submitted in person to the Clerk of the Boards at the location of the meeting and prior to the Board taking up the particular item. Where an item was moved from the Consent Calendar to an Action item, no speaker who has already spoken on that item will be entitled to speak to that item again.

Speakers may speak for up to three minutes on each item on the Agenda. However, the Chairperson or other Board Member presiding at the meeting may limit the public comment for all speakers to fewer than three minutes per speaker, or make other rules to ensure that all speakers have an equal opportunity to be heard. The Chairperson or other Board Member presiding at the meeting may, with the consent of persons representing both sides of an issue, allocate a block of time (not to exceed six minutes) to each side to present their issue.

# BOARD OF DIRECTORS REGULAR MEETING AGENDA

WEDNESDAY  
SEPTEMBER 19, 2018  
9:45 A.M.

BOARD ROOM  
1<sup>ST</sup> FLOOR

## CALL TO ORDER

Chairperson, David Hudson

1. **Opening Comments**  
**Roll Call**  
**Pledge of Allegiance**

*The Chair shall call the meeting to order and make opening comments. The Clerk of the Boards shall take roll of the Board members. The Chair shall lead the Pledge of Allegiance.*

## PUBLIC COMMENT ON NON-AGENDA MATTERS

2. **Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3**  
*For the first round of public comment on non-agenda matters at the beginning of the agenda, ten persons selected by a drawing by the Clerk of the Boards from among the Public Comment Cards indicating they wish to speak on matters not on the agenda for the meeting will have two minutes each to address the Board on matters not on the agenda. For this first round of public comments on non-agenda matters, all Public Comment Cards must be submitted in person to the Clerk of the Board at the location of the meeting and prior to commencement of the meeting.*

## COMMENDATION/PROCLAMATION/AWARD

3. *The Board of Directors will recognize Assemblyman Timothy S. Grayson for his service, leadership and dedication to protecting air quality in the Bay Area.*

## CONSENT CALENDAR (ITEMS 4-9)

Staff/Phone (415) 749-

4. Minutes of the Regular Board of Directors Meeting of September 5, 2018  
Clerk of the Boards/5073

*The Board of Directors will consider approving the draft minutes of the Board of Directors Meeting of September 5, 2018.*

5. Board Communications Received from September 5, 2018 through September 18, 2018  
J. Broadbent/5052  
[jbroadbent@baaqmd.gov](mailto:jbroadbent@baaqmd.gov)

*A copy of communications directed to the Board of Directors received by the Air District from September 5, 2018 through September 18, 2018, if any, will be at each Board Member's place.*

6. Air District Personnel on Out-of-State Business Travel **J. Broadbent/5052**  
[jbroadbent@baaqmd.gov](mailto:jbroadbent@baaqmd.gov)

*In accordance with Section 5.4 (b) of the Air District's Administrative Code, Fiscal Policies and Procedures Section, the Board is hereby notified that the attached memorandum lists Air District personnel who have traveled on out-of-state business in the preceding month.*

7. Consider Adopting Amendments to the Administrative Code, Division 1, Operating Policies and Procedures, Section 1, Board of Directors Meetings, Division I: New Section 1.6, Adoption of Resolutions **J. Broadbent/5052**  
[jbroadbent@baaqmd.gov](mailto:jbroadbent@baaqmd.gov)

*The Board of Directors will consider adopting amendments to the Administrative Code, Division I: Operating Policies and Procedures, Section 1, Board of Directors Meetings, New Section 1.6 Adoption of Resolutions.*

8. Consider Authorization to Execute Contract Amendments for Spare the Air Website Redesign **J. Broadbent/5052**  
[jbroadbent@baaqmd.gov](mailto:jbroadbent@baaqmd.gov)

*The Board of Directors will consider authorizing the Executive Officer/APCO to execute contract amendments with Cylogy, Inc. in an amount not to exceed \$376,352 for the Spare the Air Website Redesign to meet 2019 calendar year end goals.*

9. Notices of Violations Issued and Settlements in Excess of \$10,000 in the month of August 2018 **J. Broadbent/5052**  
[jbroadbent@baaqmd.gov](mailto:jbroadbent@baaqmd.gov)

*In accordance with Resolution No. 2012-08, the Board of Directors will receive a list of all Notices of Violations issued, and all settlements for amounts in excess of \$10,000 during the month of August 2018.*

## **COMMITTEE REPORTS**

10. Report of the **Stationary Source Committee** Meeting of September 17, 2018 **J. Broadbent/5052**  
[jbroadbent@baaqmd.gov](mailto:jbroadbent@baaqmd.gov)  
**CHAIR: J. Gioia**

*The Committee will receive the following reports:*

**A) Update on Odor Control Actions at South Bay Waste Operations**

*1) None, receive and file.*

**B) Update on Development of Rule 13-1: Significant Methane Releases**

*1) None, receive and file.*

**C) Update on Rule Development Efforts for Rule 13-2: Organic Material Handling and Rule 13-3: Composting Operations**

*1) None, receive and file.*

For the full Committee agenda packet and materials, click on the link below:

[www.baaqmd.gov/BODagendas](http://www.baaqmd.gov/BODagendas)

11. Report of the **Ad Hoc Building Oversight Committee** Meeting of September 19, 2018

CHAIR: M. Ross

J. Broadbent/5052

[jbroadbent@baaqmd.gov](mailto:jbroadbent@baaqmd.gov)

*The Committee received the following reports:*

- A) CONFERENCE WITH REAL PROPERTY NEGOTIATOR – (Government Code Section 54956.8)** *The Committee will meet in closed session pursuant to Government Code Section 54956.8 to confer with real property negotiators to discuss acquisition of real property.*

Property: 4102, 4104, 4108, 4114, 4124 Lakeside Drive, Richmond, CA 94806

Air District Negotiators: Jack P. Broadbent, Executive Officer/APCO  
Rex Sanders, Chief Administrative Officer

Negotiating Parties: Bay City Mechanical

Under Negotiation: Price and Terms

- B) Contract with Swinerton Builders for Renovation of Portions of the Eighth Floor at 375 Beale**

- 1) *Authorize the Executive Officer/APCO to negotiate and execute a contract, not to exceed \$900,000, with Swinerton Builders for general contracting services for renovation of portions of the eighth floor at 375 Beale Street, and transfer the funds for this contract from reserves into the general fund budget.*

For the full Committee agenda packet and materials, click on the link below:

[www.baaqmd.gov/BODagendas](http://www.baaqmd.gov/BODagendas)

## **PRESENTATIONS**

12. **DIESEL PARTICULATE MATTER: HEALTH BURDEN, CLIMATE IMPACTS, AND REGIONAL AND LOCAL ASSESSMENTS**

J. Broadbent/5052

[jbroadbent@baaqmd.gov](mailto:jbroadbent@baaqmd.gov)

*The Board of Directors will receive a summary on the health burden and climate impacts of diesel particulate matter (diesel PM) and present regional and local analyses and measurement studies that further our understanding of diesel PM emissions, concentrations, and exposures in the Bay Area.*

13. **UPDATE ON GOVERNOR’S GLOBAL CLIMATE ACTION SUMMIT AFFILIATED EVENTS**

**J. Broadbent/5052**  
[jbroadbent@baaqmd.gov](mailto:jbroadbent@baaqmd.gov)

*The Board of Directors will receive an update on United Against GHGs – Diesel Free by '33, and the Climate Tech Marketplace affiliated events to the Governor’s Global Climate Action Summit.*

**PUBLIC COMMENT ON NON-AGENDA MATTERS**

14. **Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3**

*Speakers who did not have the opportunity to address the Board in the first round of comments on non-agenda matters will be allowed two minutes each to address the Board on non-agenda matters.*

**BOARD MEMBERS’ COMMENTS**

15. *Any member of the Board, 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)*

**OTHER BUSINESS**

16. Report of the Executive Officer/APCO

17. Chairperson’s Report

18. Time and Place of Next Meeting:

*Wednesday, October 17, 2018, at 375 Beale Street, San Francisco, CA 94105 at 9:30 a.m.*

19. Adjournment

*The Board meeting shall be adjourned by the Board Chair.*

## **CONTACT:**

**MANAGER, EXECUTIVE OPERATIONS**  
**375 BEALE STREET, SAN FRANCISCO, CA 94105**  
[vjohnson@baaqmd.gov](mailto:vjohnson@baaqmd.gov)

**(415) 749-4941**  
**FAX: (415) 928-8560**  
**BAAQMD homepage:**  
[www.baaqmd.gov](http://www.baaqmd.gov)

- To submit written comments on an agenda item in advance of the meeting. Please note that all correspondence must be addressed to the “Members of the Board of Directors” and received at least 24 hours prior, excluding weekends and holidays, in order to be presented at that Board meeting. Any correspondence received after that time will be presented to the Board at the following meeting.
- To request, in advance of the meeting, to be placed on the list to testify on an agenda item.
- 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 375 Beale Street, Suite 600, San Francisco, CA 94105, at the time such writing is made available to all, or a majority of all, members of that body.

### **Accessibility and Non-Discrimination Policy**

The Bay Area Air Quality Management District (Air District) does not discriminate on the basis of race, national origin, ethnic group identification, ancestry, religion, age, sex, sexual orientation, gender identity, gender expression, color, genetic information, medical condition, or mental or physical disability, or any other attribute or belief protected by law.

It is the Air District’s policy to provide fair and equal access to the benefits of a program or activity administered by Air District. The Air District will not tolerate discrimination against any person(s) seeking to participate in, or receive the benefits of, any program or activity offered or conducted by the Air District. Members of the public who believe they or others were unlawfully denied full and equal access to an Air District program or activity may file a discrimination complaint under this policy. This non-discrimination policy also applies to other people or entities affiliated with Air District, including contractors or grantees that the Air District utilizes to provide benefits and services to members of the public.

Auxiliary aids and services including, for example, qualified interpreters and/or listening devices, to individuals who are deaf or hard of hearing, and to other individuals as necessary to ensure effective communication or an equal opportunity to participate fully in the benefits, activities, programs and services will be provided by the Air District in a timely manner and in such a way as to protect the privacy and independence of the individual. Please contact the Non-Discrimination Coordinator identified below at least three days in advance of a meeting so that arrangements can be made accordingly.

If you believe discrimination has occurred with respect to an Air District program or activity, you may contact the Non-Discrimination Coordinator identified below or visit our website at [www.baaqmd.gov/accessibility](http://www.baaqmd.gov/accessibility) to learn how and where to file a complaint of discrimination.

Questions regarding this Policy should be directed to the Air District’s Non-Discrimination Coordinator, Rex Sanders, at (415) 749-4951 or by email at [rsanders@baaqmd.gov](mailto:rsanders@baaqmd.gov).

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**  
**375 BEALE STREET, SAN FRANCISCO, CALIFORNIA 94105**  
**FOR QUESTIONS PLEASE CALL (415) 749-4941**

**EXECUTIVE OFFICE:**  
**MONTHLY CALENDAR OF AIR DISTRICT MEETINGS**

**SEPTEMBER 2018**

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
<b>Board of Directors Stationary Source Committee</b> <i>(Meets on the 3<sup>rd</sup> Monday of every other Month)</i>	Monday	17	9:30 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors Ad Hoc Building Oversight Committee</b> <i>(At the Call of the Chair)</i>	Wednesday	19	9:00 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors Special Meeting of the Sole Members of the Bay Area Clean Air Foundation</b> <i>(At the Call of the Chair)</i>	Wednesday	19	9:30 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors Regular Meeting</b> <i>(Meets on the 1<sup>st</sup> &amp; 3<sup>rd</sup> Wednesday of each Month)</i>	Wednesday	19	9:45 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors Climate Protection Committee</b> <i>(Meets on the 3<sup>rd</sup> Thursday of every other Month)</i>	Thursday	20	9:30 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors Budget &amp; Finance Committee</b> <i>(Meets on the 4<sup>th</sup> Wednesday of each Month)</i> - CANCELLED	Wednesday	26	9:30 a.m.	1 <sup>st</sup> Floor, Yerba Buena Room #109
<b>Board of Directors Mobile Source Committee</b> <i>(Meets on the 4<sup>th</sup> Thursday of each Month)</i>	Thursday	27	9:30 a.m.	1 <sup>st</sup> Floor Board Room

**OCTOBER 2018**

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
<b>Board of Directors Regular Meeting</b> <i>(Meets on the 1<sup>st</sup> &amp; 3<sup>rd</sup> Wednesday of each Month)</i> - CANCELLED	Wednesday	3	9:30 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors Ad Hoc Refinery Oversight Committee</b> <i>(At the Call of the Chair)</i>	Wednesday	3	9:30 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors Regular Meeting</b> <i>(Meets on the 1<sup>st</sup> &amp; 3<sup>rd</sup> Wednesday of each Month)</i>	Wednesday	17	9:30 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors TIO Steering Committee</b> <i>(At the Call of the Chair)</i>	Monday	22	9:30 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors Budget &amp; Finance Committee</b> <i>(Meets on the 4<sup>th</sup> Wednesday of each Month)</i>	Wednesday	24	9:30 a.m.	1 <sup>st</sup> Floor, Yerba Buena Room #109
<b>Board of Directors Mobile Source Committee</b> <i>(Meets on the 4<sup>th</sup> Thursday of each Month)</i>	Thursday	25	9:30 a.m.	1 <sup>st</sup> Floor Board Room
<b>Advisory Council Mtg.</b> <i>(At the Call of the Chair)</i>	Monday	29	10:00 a.m.	1 <sup>st</sup> Floor Board Room



## **NOVEMBER 2018**

<b><u>TYPE OF MEETING</u></b>	<b><u>DAY</u></b>	<b><u>DATE</u></b>	<b><u>TIME</u></b>	<b><u>ROOM</u></b>
<b>Board of Directors Regular Meeting</b> <i>(Meets on the 1<sup>st</sup> &amp; 3<sup>rd</sup> Wednesday of each Month)</i>	Wednesday	7	9:30 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors Climate Protection Committee</b> <i>(Meets on the 3<sup>rd</sup> Thursday of every other Month)</i>	Thursday	15	9:30 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors Stationary Source Committee</b> <i>(Meets on the 3<sup>rd</sup> Monday of every other Month)</i>	Monday	19	9:30 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors Regular Meeting</b> <i>(Meets on the 1<sup>st</sup> &amp; 3<sup>rd</sup> Wednesday of each Month)</i> - CANCELLED	Wednesday	21	9:30 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors Mobile Source Committee</b> <i>(Meets on the 4<sup>th</sup> Thursday of each Month)</i> - CANCELLED	Thursday	22	9:30 a.m.	1 <sup>st</sup> Floor Board Room
<b>Board of Directors Budget &amp; Finance Committee</b> <i>(Meets on the 4<sup>th</sup> Wednesday of each Month)</i>	Wednesday	28	9:30 a.m.	1 <sup>st</sup> Floor, Yerba Buena Room #109

HL – 9/11/18 – 3:00 p.m.

G/Board/Executive Office/Moncal

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

Memorandum

To: Chairperson David Hudson and Members  
of the Board of Directors

From: Jack P. Broadbent  
Executive Officer/APCO

Date: September 10, 2018

Re: Minutes of the Board of Directors Regular Meeting of September 5, 2018

RECOMMENDED ACTION

Approve the attached draft minutes of the Board of Directors Regular Meeting of September 5, 2018.

DISCUSSION

Attached for your review and approval are the draft minutes of the Board of Directors Regular Meeting of September 5, 2018.

Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: Marcy Hiratzka  
Reviewed by: Vanessa Johnson

Attachment 4A: Draft Minutes of the Board of Directors Regular Meeting of September 5, 2018

## AGENDA 4A – ATTACHMENT

Draft Minutes - Board of Directors Regular Meeting of September 5, 2018

Bay Area Air Quality Management District  
375 Beale Street, Suite 600, San Francisco, CA 94105  
(415) 749-5073

Board of Directors Regular Meeting  
Wednesday, September 5, 2018

### **DRAFT MINUTES**

*Note: Audio recordings of the meeting are available on the website of the  
Bay Area Air Quality Management District at  
[www.baaqmd.gov/bodagendas](http://www.baaqmd.gov/bodagendas)*

#### **CALL TO ORDER**

1. **Opening Comments:** Board of Directors (Board) Chairperson, David Hudson, called the meeting to order at 9:32 a.m.

#### **Roll Call:**

Present: Chairperson David Hudson; Vice Chair Katie Rice; Secretary Rod Sinks; and Directors Margaret Abe-Koga, Teresa Barrett, David Canepa, Cindy Chavez, Pauline Russo Cutter, John Gioia, Carole Groom, Doug Kim, Nate Miley, Karen Mitchoff, Hillary Ronen, Mark Ross, Pete Sanchez, Jim Spering, and Shirlee Zane.

Absent: Directors John J. Bauters, Scott Haggerty, Tyrone Jue, Liz Kniss, and Brad Wagenknecht.

#### **PUBLIC COMMENT ON NON-AGENDA MATTERS**

2. **Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3**

NOTED PRESENT: Director Chavez was noted present at 9:35 a.m.; Director Canepa was noted present at 9:43 a.m.; and Director Ross was noted present at 10:12 a.m.

Public comments were given by: Jed Holtzman, 350 Bay Area; Isabella Zizi, Idle No More; Nadja Goldberg, Youth vs. Apocalypse; Nancy Reiser, Crockett-Rodeo United to Defend the Environment; Andres Soto, Communities for a Better Environment (CBE); Stephen Rosenblum, Palo Alto resident; Kathy Kerridge, Benicians for a Safe and Healthy Community; Ladona Williams, All Positives Possible; Hon. Jovanka Beckles, City of Richmond/Richmond Progressive Alliance; Janet Stromberg, 350 Bay Area; Ken Jones, Greenbrae resident; Charles Davidson, Sunflower Alliance; Mike Miller, United Steel Workers; Tyson Bagley, Philipps 66; Maria Dorsey, Idle No More; Toby Blomé, Women for Peace; Amanda Bloom, Idle No More; Paul Ehara, Idle No More; Ros Paul, Nectary; Steve Nadel, Sunflower Alliance; Pat Tothe-Smith, Benicia Industrial Safety Ordinance Committee; Wileen Ellen Sweet, 350 Marin; Maureen Brennan, Rodeo resident; Pat Dodson, All Things Positive; Ruscal Cayangyang, Vallejo resident; Amy Hutto, Idle No More; Tyler Earl, CBE; Carolyn Norr, Youth vs. Apocalypse; Ernesto Arevalo, CBE; Colin Miller, Oakland Climate Action Coalition; Lu Aya, Peace Poets; Niria

Alicia, Greenaction for Health and Environmental Justice; Joanne Fanucchi, Pittsburg resident; Martin Mackerel, San Francisco resident; Bill Pinkham, Sunflower Alliance; Felecia Phillips, San Anselmo resident; Greg Karras, CBE; and Steve Randall, San Francisco resident.

**CONSENT CALENDAR (ITEMS 3 – 13)**

3. Minutes of the Regular Board of Directors Meeting of August 1, 2018
4. Board Communications Received from August 1, 2018 through September 4, 2018
5. Notices of Violations Issued and Settlements in Excess of \$10,000 during the month of July 2018
6. Quarterly Report of California Air Resources Board Representative – Honorable John Gioia
7. Quarterly Report of the Executive Office and Division Activities for the Months of April 2018 – June 2018
8. Notice of Proposed Amendments to the Administrative Code, Division 1, Operating Policies and Procedures, Section 1, Board of Directors Meetings, Division I: New Section 1.6, Adoption of Resolutions.
9. Authorization to Execute Contracts and Accept Funding to Conduct Aircraft-Based Wind Measurements in a Cooperative Project to Assess Methane Emissions from Sources within Bay Area Facilities
10. Authorization to Execute Contract Amendments for Production System Office
11. Authorization to Enter into a Supplemental Environmental Project (SEP) Agreement and Accept \$2 million in New SEP Funds
12. Consider Establishing New Job Classifications
13. Consider Authorizing the Executive Officer/APCO to Issue a Purchase Order for \$1,238,000 for Technical and Business (T&B) Systems to Continue Operation and Maintenance of the BioWatch Monitoring Network through June 30, 2019 as Outlined in a Grant from the Department of Homeland Security.

**Public Comments:**

Public comments were given by Andres Soto, CBE; and Janet Stromberg, 350 Bay Area.

**Board Comments:**

The Board and staff discussed the request from the Board members and public that hyperlinks to relevant documents referenced in Board meeting agendas be embedded in future Board meeting agendas, perhaps replacing the staff email addresses that currently accompany each item on the agendas, and that issues preventing this improvement be addressed at a future Board meeting; and how the proposed amendments to the Air District's (District's) Administrative Code to clarify the process for proposal of resolutions and amendments came about, and the clarification that Item 8 requires the noticing of proposed amendments at a preceding meeting of the Board of Directors before adoption can take place.

Chair Hudson pulled Item 8 from the Consent Calendar for separate discussion.

Board Action:

Director Mitchoff made a motion, seconded by Director Ross, to **approve** the Consent Calendar Items 3 through 7, and 9 through 13; and the motion **carried** by the following vote of the Board:

AYES: Abe-Koga, Barrett, Canepa, Chavez, Cutter, Gioia, Groom, Hudson, Kim, Mitchoff, Rice, Ronen, Ross, Sanchez, Sinks, Spering, and Zane.  
NOES: None.  
ABSTAIN: None.  
ABSENT: Bauters, Haggerty, Jue, Kniss, Miley, and Wagenknecht.

NOTED PRESENT: Director Miley was noted present at 11:04 a.m.

Director Mitchoff made a motion, seconded by Director Chavez, to **approve** the Consent Calendar Item 8; and the motion **carried** by the following vote of the Board:

AYES: Abe-Koga, Barrett, Canepa, Chavez, Cutter, Gioia, Groom, Hudson, Kim, Miley, Mitchoff, Rice, Ronen, Ross, Sanchez, Sinks, Spering, and Zane.  
NOES: None.  
ABSTAIN: None.  
ABSENT: Bauters, Haggerty, Jue, Kniss, and Wagenknecht.

**PRESENTATIONS**

**14. UPDATE ON EVALUATION OF BEST AVAILABLE RETROFIT CONTROL TECHNOLOGY (BARCT) FOR CAP-AND-TRADE INDUSTRIAL SOURCES, AND IDENTIFICATION OF POTENTIAL RULE DEVELOPMENT PROJECTS**

Jack Broadbent, Executive Officer/Air Pollution Control Officer, introduced Victor Douglas, Rule Development Manager, who gave the staff presentation *Assembly Bill (AB) 617, Industrial Cap and Trade Sources, Best Available Retrofit Control Technology (BARCT), and Expedited Implementation Schedule*, including: outline; BARCT schedule requirements and development; prioritization of projects; potential rule development projects; organic liquid storage tanks; refinery fluid catalytic crackers and carbon monoxide boilers; and next steps.

Public Comments

Public comments were given by: Jed Holtzman, 350 Bay Area; Steve Nadel, Sunflower Alliance; Jan Warren, Interfaith Climate Action Network of Contra Costa County; Tyler Earl, CBE; Bill Quinn, California Council for Environmental and Economic Balance; and Charles Davison, Sunflower Alliance.

Board Comments

The Board and staff discussed the Board's request for the AB 617 BARCT implementation adoption schedule; the suggestion that the District considers developing BARCT regulations that have localized (versus regional) benefits on nitrogen dioxide and particulates (versus ozone precursors); the request for a work plan that will provide the Board members with details on this item to supplement the one-

page memorandum in the packet; whether any of the Board's committees are reviewing implications of AB 617 in its entirety, and not just the section of AB 617 that affects the District; the concern that companies that are making modifications to technology will be discouraged by District New Source Review compliance requirements; whether any future District regulations will address condensable particulate matter (PM) from refineries, quarries, and fluid catalytic cracking units; previous and future changes to District Regulation 6, Rule 5 (Particulate Emissions from Refinery Fluidized Catalytic Cracking Units); cost effectiveness and tradeoffs of wet and dry scrubbing technology; the Board's request for a workflow chart of all the potential regulations and projects staff is working on, including timelines, expectations, and realistic resources and capacity; and the concern that the District's public outreach process lacks transparency.

### Board Action

None; receive and file.

## 15. **THE LEGAL FRAMEWORK FOR THE AIR DISTRICT**

Mr. Broadbent introduced Brian Bunger, District Counsel, who gave the staff presentation *What is the Legal Framework for Air District Operations*, including: air quality problems; regulatory framework; District authority; roles of Board and staff; roles of Board-appointed bodies; criteria pollutant control - planning and regulations; District regulations; criteria pollutant control - permits; air toxics control; greenhouse gases; and other topics.

### Public Comments

Public comments were made by Janet Stromberg and Jed Holtzman, 350 Bay Area; Ann Harvey, Oakland resident; and Martin Mackerel, San Francisco resident.

### Board Comments

The Board and staff discussed the ways in which the District can affect and partner with motor vehicle industries and consumers, as the District lacks regulatory authority over air pollution from motor vehicles; the request that the District addresses cumulative effects on air pollution based on mobile sources; whether the air pollution from motor vehicles owned by refineries can be regulated by the District; acknowledgement from the presentation author of a typo on slide 8 called "Criteria Pollutant Control - Planning" in which the "2005" in the first bullet should be "2001"; the District's definition of "Community (monitoring)"; the suggestion that the District utilizes city or community profiles that may have been published by county or regional planning agencies, and the California Air Resources Board's (CARB) intention that community steering committees for first-year AB 617 communities utilize stakeholders and residents from the communities; the Board's appreciation for information of things outside of the District's purview, and the Board's appreciation of the staff; the amount of autonomy the District and CARB may exercise independently from the United States Environmental Protection Agency; the District's process for issuing a Permit to Operate; the disconnect between the District's vision to reduce emissions and its obligation to issue permits for equipment that releases emissions; the ways in which a lack of land-use authority impacts the District's ability to monitor facilities and impose California Environmental Quality Act (CEQA) mitigation; the request that the District's permitting system becomes more consistent with the macro-vision stated in the District's 2017 Clean Air Plan; emission offsets for pre-construction permits for major sources and the District's "no net increase"

requirement; and the suggestion that staff improve its methodology of analyzing adverse impacts of disadvantaged communities.

Board Action

None; receive and file.

**PUBLIC COMMENT ON NON-AGENDA MATTERS**

**16. Public Comment on Non-Agenda Items, Pursuant to Government Code Section 54954.3**

Public comments were given by Tony Fisher, Coalition for Clean Air.

**BOARD MEMBER COMMENTS**

**17. Board Member Comments**

- Directors Zane and Gioia, and Secretary Sinks summarized their trip to the Athabasca tar sands in Fort McMurray, Alberta, Canada in mid-August and provided their thoughts on the experience. In response, Mr. Broadbent announced that representatives from First Nation and Alberta government will be invited to present to the Board before the end of 2018.

**OTHER BUSINESS**

**18. Report of the Executive Officer/Air Pollution Control Officer**

Mr. Broadbent announced the following:

- Thus far in 2018, there were three days on which the Bay Area exceeded Federal Ambient Air Quality Standards, and three days on which the Bay Area exceeded national ozone exceedances, although the PM is aloft, and not at ground level.
- The District will send reminders to the Board members of the Global Climate Action Summit affiliate events that the District is hosting on September 12 and 13, 2018. Board members are encouraged to RSVP and sign the online “Diesel-Free by ‘33” pledge.
- Thomas Addison, former Legislative Analyst, has retired after 26 years at the District.
- Eva “Beba” Sanchez has been hired as a Sr. Executive Assistant in the District’s Executive Office.

**19. Chairperson’s Report**

Chair Hudson gave remarks about the tour of the Athabasca tar sands that he attended in mid-August in Fort McMurray, Alberta, Canada, and the poor air quality there, due to the British Columbia wildfires.

20. **Time and Place of Next Meeting**

Wednesday, September 19, 2018, at 375 Beale Street, San Francisco, CA 94105 at 9:45 a.m.

21. **Adjournment**

The meeting adjourned at 2:00 p.m.

Marcy Hiratzka  
Clerk of the Boards



**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

Memorandum

To: Chairperson David Hudson and Members  
of the Board of Directors

From: Jack P. Broadbent  
Executive Officer/APCO

Date: September 5, 2018

Re: Board Communications Received from September 5, 2018 through September 18,  
2018

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RECOMMENDED ACTION

None; receive and file.

DISCUSSION

Copies of communications directed to the Board of Directors received by the Air District from September 5, 2018, through September 18, 2018, if any, will be at each Board Member's place at the September 19, 2018, Board meeting.

Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: Aloha de Guzman

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

## Memorandum

To: Chairperson David Hudson and Members  
of the Board of Directors

From: Jack P. Broadbent  
Executive Officer/APCO

Date: September 6, 2018

Re: Air District Personnel on Out-of-State Business Travel

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**RECOMMENDED ACTION**

None; receive and file.

**BACKGROUND**

In accordance with Section 5.4 (b) of the Air District's Administrative Code, Fiscal Policies and Procedures Section, the Board is hereby notified of District personnel who have traveled on out-of-state business.

The report covers the out-of-state business travel for the month of August 2018. The monthly out-of-state business travel report is presented in the month following travel completion.

**DISCUSSION**

The following out-of-state business travel activities occurred in the month of August 2018:

**Canadian Oil Sands Fact Finding Tour, Edmonton, Canada, August 12-15, 2018 Attendees:**

- David Hudson, Board of Directors (Chair)
- Rod Sinks, Board of Directors (Secretary)
- John Gioia, Board of Directors (Member)
- Shirlee Zane, Board Directors (Member)
- John Bauters, Board of Directors (Member)
- Brad Wagenknecht, Board of Directors (Member)
- Michael Kleinman, Advisory Council (Member)
- Jack P. Broadbent, Executive Officer
- Wayne Kino, Deputy Air Pollution Control Officer
- Damian Breen, Deputy Air Pollution Control Officer
- Brian Bunger, Counsel
- Maricela Martinez, Director
- Victor Douglas, Manager
- Vanessa Johnson, Manager

The 2018 National Ambient Air Monitoring Conference, Portland, Oregon, August 13–17, 2018  
Attendees:

- Eric Stevenson, Director
- Mairi Beacon, Manager
- Katherine Hoag, Principal Air Quality Engineer
- Maria delCarmen Duran, Air Quality Chemist
- Daniel Alrick, Air Quality Meteorologist
- Natalie LaGuardia, Staff Specialist
- William Pochereva, Air Quality Instrument Specialist
- Ila Perkins, Supervising Air Quality Instrument Specialist
- Michael Chan, Senior Air Quality Instrument Specialist

Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: Stephanie Osaze  
Reviewed by: Jeff McKay

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

Memorandum

To: Chairperson David Hudson and Members  
of the Board of Directors

From: Jack P. Broadbent  
Executive Officer/APCO

Date: September 6, 2018

Re: Consider Adopting Amendments to the Administrative Code, Division 1, Operating  
Policies and Procedures, Section 1, Board of Directors Meetings, Division I: New  
Section 1.6, Adoption of Resolutions

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RECOMMENDED ACTION

The Board will consider adopting amendments to the Air District's Administrative Code, Division I: Operating Policies and Procedures, Section 1, Board of Directors Meetings, New Section 1.6 Adoption of Resolutions.

BACKGROUND

Over the past few years, several resolutions have been considered by the Board of Directors, but it has not always been clear to the Board members who authored the resolution language. As a result, concerns have been raised about the process by which resolutions are drafted and amended. Accordingly, staff was directed to propose an amendment to the Air District's Administrative Code to clarify the process for proposal of resolutions and amendments. The attached language for new Section 1.6, Adoption of Resolutions was discussed and approved by the Executive Committee of the Board of Directors at its July 23, 2018, meeting.

DISCUSSION

Administrative Code Section 14.1, Amendments Mechanism, requires the noticing of proposed amendments at a preceding meeting of the Board of Directors before adoption can take place.

The proposed amendments to the Administrative Code are attached for your review and consideration.

Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: Brian C. Bunger

Attachment 7A: Proposed Administrative Code Amendment

**PROPOSED ADMINISTRATIVE CODE AMENDMENT**

**SECTION 1 BOARD OF DIRECTORS, MEETINGS**

**[New] 1.6 ADOPTION OF RESOLUTIONS.**

When a resolution is necessary or appropriate to document an action of the Board of Directors, such as when adopting a rule or regulation, or establishing a Board of Directors policy related to Air District governance, staff shall prepare a draft resolution and shall include that draft with supporting materials in the agenda for the meeting at which the action is to be taken. If a member of the Board wishes to amend the draft resolution or introduce a different resolution, that member shall introduce such resolution or amendment at the appropriate time by motion in the course of the related hearing. Any such amendment or different resolution requires a second and the affirmative vote of the Board to consider the resolution. In order to provide opportunity for notice and public comment, the adoption of any such amended or different resolution shall be taken up at a subsequent meeting of the Board of Directors and shall require the affirmative vote of a majority of the Board.

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

Memorandum

To: Chairperson David Hudson and Members  
of the Board of Directors

From: Jack P. Broadbent  
Executive Officer/APCO

Date: September 12, 2018

Re: Consider Authorization to Execute Contract Amendments for Spare the Air Website  
Redesign

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**RECOMMENDED ACTION**

Recommend the Board of Directors authorize the Executive Officer/APCO to execute contract amendments with the following vendor in the amount listed below to meet 2019 calendar year end goals:

<b>Vendor</b>	<b>Amount</b>	<b>Service Description</b>
Cylogy, Inc.	\$376,352.00	Backend website content management system integration with new design, customization and infrastructure upgrades.
<b>TOTAL</b>	<b>\$376,352.00</b>	

**BACKGROUND**

The Air District’s Communications Office relies on contractors to assist with various aspects of its advertising and outreach programs. The Communications Office completed a Request for Proposal (RFP) process in May 2017 to solicit responses for the Spare the Air Website Redesign.

The sparetheair.org website is the public face of the Spare the Air program. It provides easy access to information and questions about the program, daily air quality forecasts, Spare the Air Alerts, commuter benefit information, helpful commuter information for students, teachers, the public, and more. The website was last updated in 2010.

In response to the May 2017 RFP, the Air District received bids from seven contractors throughout the United States with experience in designing websites and online user interfaces. Cylogy was selected and retained for the project in July 2017. The website design is near completion with a new modern interface as well as significant upgrades to support the new user experience.

DISCUSSION

Staff recommends the continued use of the vendors proven familiar with Air District web architecture and applications to implement the completed design. The Air District has successfully collaborated with Cylogy in design, architecture, and implementation planning work for Air District Websites. Cylogy customized the Air District’s web content management system and is well-versed with the technical requirements and business needs of the agency for website management, maintenance, and upgrades.

To complete the last stage of development on the Spare the Air Website Redesign, staff recommends the agency continue to work with Cylogy on the following activities though the first quarter of the 2019 calendar year:

- Content creation to meet program goals
- Development of backend components to support new design
- Reconfiguration and system upgrades to the website content management system
- Integration of translated content for the Spare the Air site
- Extension of analytics in the website content management system

<b>Vendor</b>	<b>Type of Services</b>	<b>Initial Contract</b>	<b>Procurement Method</b>
Cylogy, Inc.	Design, architecture, rebuild of the backend website content management system integration, and infrastructure upgrades for the Spare the Air Website.	<a href="#">FYE 2017</a> <i>Amended for time extension to end of 2018 calendar year.</i>	Request for Proposal (RFP) in FYE 2017. One of seven firms to respond that had appropriate staff, expertise, and availability to perform the required scope of work.

BUDGET CONSIDERATION/FINANCIAL IMPACT

Funding for the vendor contract recommendation comes from the following sources:

- Spare the Air Every Day
  - Transportation Fund for Clean Air (TFCA) - \$150,000 FYE 2018
  - Transportation Fund for Clean Air (TFCA) - \$176,352 FYE 2019
- Winter Spare the Air
  - General Revenue - \$50,000 FYE 2019



Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: Lisa Fasano  
Reviewed by: Wayne Kino

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

Memorandum

To: Chairperson David Hudson and Members  
of the Board of Directors

From: Jack P. Broadbent  
Executive Officer/APCO

Date: September 6, 2018

Re: Notices of Violations Issued and Settlements in excess of \$10,000 in the month of  
August 2018

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RECOMMENDED ACTION

None; receive and file.

DISCUSSION

In accordance with Resolution No. 2012-08, attached to this Memorandum is a listing of all Notices of Violations issued, and all settlements for amounts in excess of \$10,000 during the calendar months prior to this report.

BUDGET CONSIDERATION/FINANCIAL IMPACT

The amounts of civil penalties collected are included in the Air District's general fund budget.

Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: Brian C. Bungler

Attachments 9A: Notices of Violations for the Month of August 2018

AGENDA 9A – ATTACHMENT

**NOTICES OF VIOLATIONS ISSUED**

The following Notice(s) of Violations were issued in August 2018:

<b>Alameda</b>						
<b>Site Name</b>	<b>Site #</b>	<b>City</b>	<b>NOV #</b>	<b>Issuance Date</b>	<b>Regulation</b>	<b>Comments</b>
ERI	Y6209	Hayward	A58049A	8/14/18	11-2-401.5	Inaccurate start date
Livermore, City of	L1819	Livermore	A58414A	8/22/18	11-2-401.5	Failure to revise.
P.W. Stephens Environmental, Inc.	Z3449	Hayward	A58068A	8/13/18	11-2-303.6	No Viewport
Restoration Management Company	R2288	Hayward	A58486A	8/30/18	11-2-401.5	Inaccurate start date.
Schnitzer Steel Products Company	A0208	Oakland	A56069A	8/24/18	5-301.1	Non-ferrous raw stockpile fire.
Schnitzer Steel Products Company	A0208	Oakland	A56069B	8/24/18	6-4-301.1	Failure to comply with stockpile temperature monitoring in their EMP & maintaining records.
Schnitzer Steel Products Company	A0208	Oakland	A56069C	8/24/18	6-4-501	Failure to comply with stockpile temperature monitoring in their EMP & maintaining records.
Tesla, Inc	A1438	Fremont	A55792A	8/24/18	2-1-301	No A/C, no P/O for GA-4 Operation
Tesla, Inc	A1438	Fremont	A55792B	8/24/18	2-1-302	No A/C, no P/O for GA-4 Operation
Tesla, Inc	A1438	Fremont	A55793A	8/24/18	2-1-301	No A/C, no P/O for Paint Hospital Hangar Operation
Tesla, Inc	A1438	Fremont	A55793B	8/24/18	2-1-302	No A/C, no P/O for Paint Hospital Hangar Operation

Tesla, Inc	A1438	Fremont	A55794A	8/24/18	2-6-307	PC#9172, Part 3, No records of coating usage.
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<b>Contra Costa</b>						
<b>Site Name</b>	<b>Site #</b>	<b>City</b>	<b>NOV #</b>	<b>Issuance Date</b>	<b>Regulation</b>	<b>Comments</b>
Ameresco Keller Canyon LLC	B7667	Pittsburg	A57642A	8/10/18	2-6-307	P/C #23962.1 / Late reporting.
Ameresco Keller Canyon LLC	B7667	Pittsburg	A57642B	8/10/18	1-523.3	P/C #23962.1 / Late reporting.
Crockett Cogeneration, A Cal Ltd Partnership	A8664	Crockett	A57778A	8/14/18	1-523.3	Ammonia slip in excess of p/c 14970, late reporting of the excess
Cutting Arco	Z4832	Richmond	A58249A	8/20/18	8-7-314	Missing hold open latches on #4 and #5 nozzles (VST Generation 2).
Deal Auto Company, LLC	E3960	Richmond	A56498A	8/14/18	8-5-301	Failure to maintain storage tank control requirements
Eco Services Operations Corp	B1661	Martinez	A57598A	8/16/18	2-6-307	PC#17734 section 13a ST#057046 NST4661 H2S >0.09 lbs/hr & >0.0036 lbs/langton S loaded
Kaiser Antioch Deer Valley	B6855	Antioch	A56927A	8/10/18	9-8-503	Failure to perform quarterly NOx & CO emissions readings.
Kentco Construction	R8708	Bethel Island	A58069A	8/20/18	11-2-401.5	Inaccurate start date.
KT Builders	Z4872	Brentwood	A58071A	8/29/18	11-2-401.5	Inaccurate start date.
Phillips 66 Company - San Francisco Refinery	A0016	Rodeo	A57714A	8/6/18	1-522.4	Late reporting of inoperative monitor episode. RCA 07H33; Dev. #5194
Tesoro Logistics Operations LLC	E1200	Martinez	A58295A	8/24/18	2-1-307	Title V reporting requirements

Tesoro Refining & Marketing Company LLC	B2758	Martinez	A58282A	8/10/18	9-2-301	H2S excess @ PS GLM. RCA #07B19
Tesoro Refining & Marketing Company LLC	B2758	Martinez	A58283A	8/10/18	9-2-301	H@S excess @ PS GLM. RCA #07B81
Tesoro Refining & Marketing Company LLC	B2758	Martinez	A58284A	8/10/18	9-2-301	H2S excess @ PS GLM. RCA #07B87
Tesoro Refining & Marketing Company LLC	B2758	Martinez	A58285A	8/10/18	9-2-301	H2S excess @ PS GLM. RCA #07B88
Tesoro Refining & Marketing Company LLC	B2758	Martinez	A58286A	8/10/18	9-2-301	H2S excess @ PS GLM. RCA #07B97
Tesoro Refining & Marketing Company LLC	B2758	Martinez	A58287A	8/10/18	9-2-301	H2S excess @ PS GLM. RCA #07C00
Tesoro Refining & Marketing Company LLC	B2758	Martinez	A58288A	8/10/18	9-2-301	H2S excess @ PS GLM. RCA #07C02
Tesoro Refining & Marketing Company LLC	B2758	Martinez	A58289A	8/10/18	9-2-301	H2S excess @ wfrd GLM. RCA #07E76
Tesoro Refining & Marketing Company LLC	B2758	Martinez	A58290A	8/10/18	9-2-301	H2S excess @ wfrd GLM. RCA #07E99
Tesoro Refining & Marketing Company LLC	B2758	Martinez	A58291A	8/10/18	9-1-301	H2S excess @ PS GLM. RCA #07F06
Tesoro Refining & Marketing Company LLC	B2758	Martinez	A58292A	8/10/18	9-2-301	H2S excess @ PS GLM. RCA #07F07
Tesoro Refining & Marketing Company LLC	B2758	Martinez	A58293A	8/10/18	9-2-301	H2S excess @ Wfrd GLM. RCA #07F10
Tesoro Refining & Marketing Company LLC	B2758	Martinez	A58294A	8/24/18	6-1-302	Excess opacity emissions @ FCCU/7BH. RCA #07E43
West County Wastewater District	A1271	Richmond	A56499A	8/29/18	9-7-307.7	Failed source test. NOX, CO

<b>Marin</b>						
<b>Site Name</b>	<b>Site #</b>	<b>City</b>	<b>NOV #</b>	<b>Issuance Date</b>	<b>Regulation</b>	<b>Comments</b>
SFD	T3491	Novato	A58067A	8/13/18	11-2-303.8	No survey
SFD	T3491	Novato	A58067B	8/13/18	11-2-401.3	Failure to notify.

<b>San Francisco</b>						
<b>Site Name</b>	<b>Site #</b>	<b>City</b>	<b>NOV #</b>	<b>Issuance Date</b>	<b>Regulation</b>	<b>Comments</b>
FOCIL-MB LLC	Z4793	San Francisco	A58339A	8/15/18	CCR	Failure to comply with adequately wet requirement

<b>San Mateo</b>						
<b>Site Name</b>	<b>Site #</b>	<b>City</b>	<b>NOV #</b>	<b>Issuance Date</b>	<b>Regulation</b>	<b>Comments</b>
Reliance Construction	N4905	Burlingame	A58484A	8/20/18	11-2-401.5	Inaccurate start date.

<b>Santa Clara</b>						
<b>Site Name</b>	<b>Site #</b>	<b>City</b>	<b>NOV #</b>	<b>Issuance Date</b>	<b>Regulation</b>	<b>Comments</b>
Ferma Corporation	K6081	Mountain View	A58482A	8/10/18	11-2-401.5	Inaccurate start date.
International Disposal Corp of CA	A9013	Milpitas	A56525A	8/21/18	2-6-307	Failure to record hourly temp. Failure to process feedstock within 48 hours.

Intuitive Surgical Inc	Z4818	Sunnyvale	A58210A	8/21/18	2-1-301	No authority to construct/no permit to operate
Intuitive Surgical Inc	Z4818	Sunnyvale	A58210B	8/21/18	2-1-302	No authority to construct/no permit to operate
Lehigh Southwest Cement Company	A0017	Cupertino	A56542A	8/29/18	9-13-503.1	S-154, cement kiln, 2017 annual source test report not submitted to District
Lehigh Southwest Cement Company	A0017	Cupertino	A56542B	8/29/18	9-13-503.11	S-154, cement kiln, 2017 annual CEM RATA report not submitted to District
SFD	Z4795	San Jose	A58483A	8/13/18	11-2-401.3	Failure to notify.

<b>Solano</b>						
<b>Site Name</b>	<b>Site #</b>	<b>City</b>	<b>NOV #</b>	<b>Issuance Date</b>	<b>Regulation</b>	<b>Comments</b>
G&M Oil Company	Z4831	Vallejo	A58373A	8/20/18	2-1-307	AQ Source Testing not conducted in 2017. Permit condition 100037, 100040
G&M Oil Company	Z4831	Vallejo	A58374A	8/21/18	2-1-301	Converted from VR-202 to VR-204 without authority to construct.
Suisun Bay Reserve Fleet	A2042	Benicia	A57348A	8/24/18	9-8-530	No monthly engine runtime records.
Vision Recycling Benicia	B3384	Benicia	A57347A	8/22/18	2-1-301	No permit - No authority to construct on compost.
Vision Recycling Benicia	B3384	Benicia	A57347B	8/22/18	2-1-302	No permit - No authority to construct on compost.

<b>Sonoma</b>						
<b>Site Name</b>	<b>Site #</b>	<b>City</b>	<b>NOV #</b>	<b>Issuance Date</b>	<b>Regulation</b>	<b>Comments</b>
City of Santa Rosa Utilities Dept	B5047	Santa Rosa	A58250A	8/21/18	2-1-307	No current static pressure test (last 2/22/2012).

<b>District Wide</b>						
<b>Site Name</b>	<b>Site #</b>	<b>City</b>	<b>NOV #</b>	<b>Issuance Date</b>	<b>Regulation</b>	<b>Comments</b>
PARC Environmental - Fresno, CA	Y0262	Fresno	A58066A	8/8/18	11-2-303.6	No Viewport
Safeway Inc	Z4398	Phoenix	A58248A	8/16/18	8-7-301.2	87 #1 fill adaptor not secured to tank riser (loosened/removed by hand).
Randazzo Enterprises, Inc	M2174	Castroville	A58048A	8/13/18	11-2-401.3	Demolition prior to start date.

**SETTLEMENTS FOR \$10,000 OR MORE REACHED**

There was 1 settlement(s) for \$10,000 or more completed in July 2018.

- 1) On July 30, 2018, the District reached settlement with City Gas Milpitas for \$15,000, regarding the allegations contained in the following 1 Notice of Violation:

<b>NOV #</b>	<b>Issuance Date</b>	<b>Occurrence Date</b>	<b>Regulation</b>	<b>Comments from Enforcement</b>
A57658	11/6/17	9/1/17	2-1-302	Permit to operate expired



There were 2 settlement(s) for \$10,000 or more completed in August 2018.

- 1) On August 13,2018, the District reached settlement with Southwest Hazard Control, Inc. for \$10,000, regarding the allegations contained in the following 1 Notice of Violation:

<b>NOV #</b>	<b>Issuance Date</b>	<b>Occurrence Date</b>	<b>Regulation</b>	<b>Comments from Enforcement</b>
A58033A	4/10/18	4/3/18	11-2-303	303.1; 303.6; 303.9; 304.1
A58033B	4/10/18	4/3/18	11-2-304	303.1; 303.6; 303.9; 304.1

- 2) On August 20,2018, the District reached settlement with Central Contra Costa Sanitary District for \$18,800, regarding the allegations contained in the following 6 Notices of Violation:

<b>NOV #</b>	<b>Issuance Date</b>	<b>Occurrence Date</b>	<b>Regulation</b>	<b>Comments from Enforcement</b>
A53985A	5/27/15	5/4/15	2-6-307	Exceeded run hour limit (72 hours)
A55536A	5/16/16	4/28/16	2-6-307	CO > 157 lbs/day
A56228A	6/28/16	4/29/16	40 CFR 129, Subpart MMMM	Power outage; 129 Emission limit exceeded.
A57318A	3/5/18	11/30/17	2-6-307	Excess PM limit
A57319A	3/5/18	12/12/17	2-6-307	Excess PM limit
A57320A	4/24/18	1/26/18	2-6-307	Excess PM

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

Memorandum

To: Chairperson David Hudson and Members  
of the Board of Directors

From: Jack P. Broadbent  
Executive Officer/APCO

Date: September 10, 2018

Re: Report of the Stationary Source Committee Meeting of September 17, 2018

**RECOMMENDED ACTION**

The Stationary Source Committee (Committee) will receive only informational items and will have no recommendations of approval by the Board of Directors (Board).

**BACKGROUND**

The Committee will meet on Monday, September 17, 2018, and will receive the following reports:

- A) Update on Odor Control Actions at South Bay Waste Operations;
- B) Update on Development of Rule 13-1: Significant Methane Releases; and
- C) Update on Development Efforts for 13-2: Organic Material Handling and Rule 13-3: Composting Operations.

Chairperson John Gioia will provide an oral report of the Committee meeting.

**BUDGET CONSIDERATION/FINANCIAL IMPACT**

- A) None;
- B) None; and
- C) None.

Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: Kristine Garcia  
Reviewed by: Vanessa Johnson

Attachment 10A: 09/17/18 – Stationary Source Committee Meeting Agenda #4  
Attachment 10B: 09/17/18 – Stationary Source Committee Meeting Agenda #5  
Attachment 10C: 09/17/18 – Stationary Source Committee Meeting Agenda #6

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

## Memorandum

To: Chairperson John Gioia and Members  
of the Stationary Source Committee

From: Jack P. Broadbent  
Executive Officer/APCO

Date: September 9, 2018

Re: Update on Odor Control Actions at South Bay Waste Operations

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**RECOMMENDED ACTION**

None; receive and file.

**BACKGROUND**

Over the past three years, the Bay Area Air Quality Management District (Air District) received a significant number of odor complaints from organic waste operations in the South Bay. Population density and proximity of residential housing and public spaces to the landfill, transfer station, waste water treatment facility, compost and organic waste processing operations have affected air quality in the nearby surrounding communities. The Air District's Compliance and Enforcement and Engineering staff identify sources and operations that continue to impact the air quality in the area and ensure both short-term and long-term odor mitigation measures are taken. There have been a number of positive steps toward improving odors and staff's work have resulted in the conversion of the traditional, uncontrolled windrow composting to Covered Aerated Static Pile (CASP) composting, operational changes and improvements to the landfill gas collection system and the commitment to enclose and abate the transfer station at Newby Island's Material Recovery Facility (MRF). Air District staff work closely with CalRecycle and the local enforcement agency to strengthen enforcement actions and odor mitigation strategies from compost operations.

**DISCUSSION**

Staff will present an overview of the improvements and progress made in the South Bay. This presentation will include additional rule development efforts in the Air District to control odors and organic emissions from the variety of organic waste operations in the Bay Area.

**BUDGET CONSIDERATION/FINANCIAL IMPACT**

None.

Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: Nora Lew and Tracy Lee  
Reviewed by: Wayne Kino

STATIONARY SOURCE COMMITTEE  
MEETING OF 09/17/2018

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

## Memorandum

To: Chairperson John Gioia and Members  
of the Stationary Source Committee

From: Jack P. Broadbent  
Executive Officer/APCO

Date: September 6, 2018

Re: Update on Development of Rule 13-1: Significant Methane Releases

**RECOMMENDED ACTION**

None; receive and file.

**BACKGROUND**

The Air District has a policy goal of reducing Bay Area greenhouse gas (GHG) emissions to 40 percent below 1990 levels by 2030, and 80 percent below 1990 levels by 2050. Methane (CH<sub>4</sub>) is a potent and short-lived GHG; pound per pound, its global warming potential is 86 times stronger than that of carbon dioxide (CO<sub>2</sub>), when compared on a 20-year time horizon. Methane represents the second largest emissions of GHGs in the region, after CO<sub>2</sub>. In 2015, all methane sources located within the Air District boundaries emitted an estimated 10 million metric tons of CO<sub>2</sub> equivalent (MMT CO<sub>2</sub>e) about 10 percent of the Bay Area's GHG inventory. These sources include stationary sources such as landfills; wastewater treatment; petroleum refineries; the natural gas production and distribution systems; mobile sources, such as cars and trucks; and natural sources such as wetlands. Given the importance of controlling methane, the Air District has developed a comprehensive Basin-wide Methane Strategy as part of its 2017 Clean Air Plan.

The Methane Strategy is an agency-wide effort to better quantify and reduce the region's methane emissions. Regulation 13: Climate Pollutants, Rule 1: Significant Methane Releases (Rule 13-1) would be the first rule developed as part of this Strategy. The purpose of the Rule is to limit significant methane releases throughout the Bay Area and, if adopted, it would be the first Air District rule to focus on climate protection by regulating methane emissions. Subsequent source-specific methane rules will be adopted to address emissions from various specific operations.

## DISCUSSION

In this presentation, staff will provide the Stationary Source Committee with information on:

- Background greenhouse gas emission reduction goals;
- Purpose of this rule;
- Most likely affected industries;
- Summary of rule development efforts; and
- Next steps in the process.

## BUDGET CONSIDERATIONS/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: William Thomas Saltz  
Reviewed by: Victor Douglas

STATIONARY SOURCE COMMITTEE  
MEETING OF 09/17/2018

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

## Memorandum

To: Chairperson John Gioia and Members  
of the Stationary Source Committee

From: Jack P. Broadbent  
Executive Officer/APCO

Date: September 6, 2018

Re: Update on Rule Development Efforts for Rule 13-2: Organic Material Handling and  
Rule 13-3: Composting Operations

---

**RECOMMENDED ACTION**

None; receive and file.

**BACKGROUND**

Landfills are a significant source of methane emissions, which is a potent climate pollutant. To reduce methane emissions, the State of California, through a series of legislative actions (SB 32, SB 605, SB 1383), has committed to reduce the statewide disposal of organic waste by 50 percent of 2014 levels by 2020, and 75 percent of 2014 levels by 2025. This mandated diversion of organic material from landfills will result in an increase in compost production throughout California, particularly in the more populated areas of the state. In consultation with the California Air Resources Board (CARB) and the California Air Pollution Control Officers Association (CAPCOA), the California Department of Resources Recycling and Recovery (CalRecycle) estimates that 12 to 15 new composting facilities will be needed in the Air District in order to process an additional 700 to 900 thousand tons per year of organic feedstock. This addition is roughly equal to the current processing capacity of the number of facilities permitted in the Air District. Some of these facilities may be expanded to accommodate a portion of this additional material, but with roughly a doubling of the material processed in the Air District, a significant number of new and modified permit applications will need to be evaluated and subsequently issued.

Composting is a controlled biological process of converting organic matter under aerobic conditions (in the presence of oxygen) into simple stable compounds in a solid substrate. Microorganisms use oxygen to convert organic matter into compost while also producing carbon dioxide, water, nitrate, sulfate and heat. In real world conditions, Volatile Organic Compounds (VOCs) and other odor causing compounds may be released during an intermediary step of the process and organic material may be converted to methane due to anaerobic or anoxic conditions (in the absence of oxygen). A well-run composting operation minimizes emissions of odors and methane through facility planning, adoption of Best Management Practices (BMPs), odor impact monitoring, and biofiltration systems.



All composting facilities have the potential to generate odor complaints from the surrounding communities, but poorly run operations are much more likely to have excess odors. Since 2010, the Bay Area Air Quality Management District (Air District) has received nearly 10,000 odor complaints related to facilities processing solid waste and most of these complaints are specific to a relatively small number of facilities processing organic waste. As per California Health and Safety Code section 41705, odors emanating from composting operations are exempt from the Air District's nuisance provisions. As is the case with all complaints, Air District's Compliance and Enforcement staff investigate the cause of these odor complaints; however, staff is not able to pursue enforcement action other than to provide the results of these investigations to the County Health Department or other local enforcement agency.

These two rules are under development for the purposes of minimizing excess emissions of methane and odor causing compounds from all facilities, controlling VOC emissions from larger facilities, and for consistency in compliance and permitting of facilities handling and processing organic materials. BMPs for storage piles, material processing and composting operations are intended to minimize excess emissions of methane and odors. Enforcement actions may then be based on BMP compliance. Composting facilities of significant size will be required to apply biofiltration for the control of VOCs in addition to the application of BMPs for their operations. The codification of the control requirements currently found in permit conditions into Rules 13-2 and 13-3 will help ensure consistency for the many anticipated new and modified sources needed to achieve the organics diversion goals detailed in the previous section.

## DISCUSSION

In this report, staff will provide the Committee with information on:

- Background on organic material processing and composting Operations;
- Current regulatory framework addressing these operations;
- Update on preliminary rule development efforts; and
- Next steps in that process.

## BUDGET CONSIDERATIONS/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: Robert Cave  
Reviewed by: Victor Douglas

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

Memorandum

To: Chairperson David Hudson and Members  
of the Board of Directors

From: Jack P. Broadbent  
Executive Officer/APCO

Date: September 6, 2018

Re: Report of the Ad Hoc Building Oversight Committee Meeting of September 19, 2018

RECOMMENDED ACTION

A) Closed Session

- 1) REAL PROPERTY NEGOTIATIONS – (Government Code Section 54956.8) The Committee will meet in closed session pursuant to Government Code Section 54956.8 to confer with real property negotiators to discuss acquisition of real property.

Property: 4102, 4104, 4108, 4114, 4124 Lakeside Drive,  
Richmond, CA 94806

Air District Negotiators: Jack P. Broadbent, Executive Officer/APCO  
Rex Sanders, Chief Administrative Officer

Negotiating Parties: Bay City Mechanical

Under Negotiation: Price and Terms

The Ad Hoc Building Oversight Committee (Committee) may recommend Board of Directors' approval of the following items:

B) Contract with Swinerton Builders for Renovation of Portions of the Eighth Floor at 375 Beale

- 1) Consider recommending the Board of Directors authorize the Executive Officer/APO to negotiate and execute a contract, not to exceed \$900,000 with Swinerton Builders for general contracting services for renovation of portions of the eighth floor at 375 Beale Street, and transfer the funds for this contract from reserves into the general fund budget.

## BACKGROUND

The Committee will meet on Wednesday, September 19, 2018, and will receive the following reports:

- A) Closed Session – Real Property Negotiations; and
- B) Contract with Swinerton Builders for Renovation of Portions of the Eighth Floor at 375 Beale

Chairperson Mark Ross will provide an oral report of the Committee meeting.

## BUDGET CONSIDERATION/FINANCIAL IMPACT

- A) None; and
- B) The cost of the proposed contract with Swinerton Builders will be provided for by a transfer from reserves.

Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: Justine Buenaflor  
Reviewed by: Vanessa Johnson

Attachment 11A: 09/19/18 – Ad Hoc Building Oversight Committee Meeting Agenda #5

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

## Memorandum

To: Chairperson Mark Ross and Members  
of the Ad Hoc Building Oversight Committee

From: Jack P. Broadbent  
Executive Officer/APCO

Date: August 22, 2018

Re: Contract with Swinerton Builders for Renovation of Portions of the Eighth Floor at 375 Beale

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**RECOMMENDED ACTION**

Consider recommending the Board of Directors authorize the Executive Officer/APCO to negotiate and execute a contract, not to exceed \$900,000, with Swinerton Builders for general contracting services for renovation of portions of the eighth floor at 375 Beale Street, and transfer the funds for this contract from reserves into the general fund budget.

**BACKGROUND**

The Board of Directors recently approved the purchase of approximately 11,400 square feet on the eighth floor of 375 Beale Street. The purchase includes space already occupied by the Bay Area Air Quality Management District (Air District), as well as space previously occupied by other organizations. The proposed contract connects these two spaces and provides for associated reconfiguration of the workstations, offices and conference rooms.

The building manager, Cushman & Wakefield, has established a contractor list based on past projects at 375 Beale Street, which consists of four general contractors, each of which was contacted by the Air District regarding their interest in this proposed project. The Air District received two proposals in response, one each from Swinerton Builders and Commercial Interior Builders (CIB). The proposed project was not part of a new request for proposals process because of the established contractor list and associated preferred rates available to the Air District as a co-tenant of the Bay Area Headquarters Authority.

Staff recommends the selection of Swinerton Builders based on a proposal totaling \$681,821 (Attachment 5A), as compared to a proposal from CIB for \$871,877 (Attachment 5B). The recommended authorization to negotiate and execute a \$900,000 contract, less the Swinerton Builders proposal of \$681,821 leaves a difference of \$218,719 for permitting fees and contingencies.

**BUDGET CONSIDERATION/FINANCIAL IMPACT**

The cost of the proposed project will be provided for by a transfer from reserves.

Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: Sean Gallagher  
Reviewed by: Jeff McKay and Maricela Martinez

Attachment 5A: General Contracting Services Proposal for BAAQMD  
Attachment 5B: Commercial Interior Builders General Contracting Services Proposal for BAAQMD

AD HOC BUILDING OVERSIGHT  
COMMITTEE MEETING OF 09/19/2018



260 Townsend Street  
San Francisco, CA 94107  
(415) 421-2980 | swinerton.com



**BAY AREA  
AIR QUALITY  
MANAGEMENT  
DISTRICT**

**GENERAL CONTRACTING SERVICES PROPOSAL FOR**

**BAAQMD**

**375 Beale Street, 8th Floor  
San Francisco, Ca 94105**

Date 7/2/2018  
Version R 1  
Job No. 18090115P

**375 Beale Street, 8th Floor**  
San Francisco, Ca 94105  
Re: BAAQMD

Dear Mr. Raymond Wang:

Thank you for the opportunity to submit the attached proposal for general contracting services for the above referenced project. We urge you to peruse this proposal in detail as we are confident in our plan to deliver value and quality to you and your client.

For over 130 years, Swinerton Builders has earned a reputation for providing outstanding construction service with proven performance, quality workmanship and ethical business practices. Swinerton Special Projects has been a specialized division focused solely on the construction of corporate environments. The dedication of each of our employee-owners is integral in achieving a level of performance that consistently exceeds the goals and expectations of each of our clients.

As the project manager for this project, I am confident we will provide your team with a meticulously planned, equally executed, and professionally managed project. I am committed personally, and we as a company and individually to delivering the service, resources, and dedication necessary for success.

**Demolition**

Provide all labor and materials to demo and haulout existing walls, ceiling grid and tile, doors, frames, hardware, millwork and MEPs.

**Architectural Woodwork**

Provide all labor and materials to supply and install plastic laminate cabinets & corian countertops for kitchen 8361, plastic laminate and acrylic inserts for the mail cabinet 8306 and plastic laminate with acrylic inserts for supplies cabinet 8306.

**Doors, Frames & Hardware**

Provide all labor and materials to reinstall reused frames and furnish and install new frames, doors and hardware per plan.

**Glass & Glazing**

Provide all labor and materials to furnish and install glazing per plan.

**Drywall & Framing**

Provide all labor and materials to patch demolition/ electrical scars, frame, insulate and finish new full height drywall partitions.

**Acoustical Ceiling**

Provide all labor and materials to furnish and install new acoustical grid, tile and aluminum moldings per plan.

**Carpet**

Provide all labor and materials to patch demolition scars and install new rubber base per plan.

**Paint**

Provide all labor and materials to paint all affected/new walls and also paint exposed ceiling.

**Fire Sprinklers**

Provide all labor and materials to modify existing fire suppression system based on new layout.

**Plumbing**

Provide all labor and materials to complete rough-in & trimout of the breakroom sink, and rough in for owners appliances.

**HVAC**

Provide all labor and materials to modify the existing HVAC system, install new equipment and provide engineered drawings for permit.

**Electrical**

Provide all labor and materials to modify existing electrical, install new electrical drops, install new lighting and controls and provide engineered electrical drawings for permit. Also, include modification to the fire life safety system based on new layout.

**Communications**

Provide all labor and materials to furnish and install (2) cat-6 cables to (8) work stations and (21) to wall locations.

If you should have any questions related to our proposal, please feel free to contact us at the number below. Thank you for your consideration and we look forward to hearing from you soon.

Very Truly Yours,  
**Joe DeLuca**  
Swinerton Builders

Project Name **BAAQMD**  
Client 375 Beale Street, 8th Floor  
Location San Francisco, Ca 94105  
Architect Brereton

Date 07/02/2018  
Version R 1  
Job No. 18090115P

**PROPOSAL SUMMARY**

ROW	CODE	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
13	01 10 00	General requirements	1	30,600.00	30,600
16	01 74 23	Final cleaning	1	3,000.00	3,000
17	02 41 00	Selective demolition	1	22,452.00	22,452
27	06 40 00	Architectural woodwork	1	44,314.00	44,314
36	08 10 00	Doors, frames, hardware	1	32,551.00	32,551
38	08 80 00	Glass and glazing	1	20,200.00	20,200
41	09 29 00	Gypsum board	1	44,148.00	44,148
43	09 51 00	Acoustic ceiling	1	39,942.00	39,942
47	09 68 00	Carpet	1	4,100.00	4,100
50	09 91 00	Painting	1	23,987.00	23,987
82	21 10 00	Fire sprinklers	1	16,455.00	16,455
83	22 00 00	Plumbing	1	21,339.00	21,339
84	23 00 00	HVAC	1	115,501.00	115,501
85	26 00 00	Electrical	1	139,040.00	139,040
86	27 00 00	Communications	1	26,671.00	26,671
<b>Subtotal</b>					<b>611,200</b>
General conditions					37,899
Preconstruction services					EXCLUDED
Design services					EXCLUDED
<b>Subtotal</b>					<b>649,099</b>
Builder's risk insurance					5,193
General liability insurances					6,019
City gross receipts tax					1,651
Contractor contingency					EXCLUDED
Contractor fee					19,859
Permit Allowance					EXCLUDED
<b>Grand total</b>					<b>681,821</b>

THE ATTACHED QUALIFICATIONS SHOULD BE REFERRED TO DURING A REVIEW OF THIS PROPOSAL.



Project Name	<b>BAAQMD</b>	Date	07/02/2018
Client	375 Beale Street, 8th Floor	Version	R 1
Location	San Francisco, Ca 94105	Job No.	18090115P
Architect	Brereton		

**QUALIFICATIONS**

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1. We acknowledge receipt of the following documents:
  - a. Brereton plans dated 5/16/18.
  - b. Site Walk completed on 6/25/18.
2. All work to be performed after normal work hours.
3. The schedule is anticipated to start TBD with a construction duration of Six (6) weeks. Long lead equipment and material will need to be procured prior to starting the project.
4. Estimate breakdowns are provided for accounting purposes only and not stand alone pricing.
5. All work completed by Union labor.
6. We have not included permit fee's in this proposal.
7. We have included the cost for design build engineering for MEPs.
8. We have included salvage of existing office glass, however cannot confirm it will fit in new glazing systems.
9. Excludes doors 5&6, they are not called out on the floor plan.
10. We have not included any work associated with restroom, common area and ADA upgrades.
11. We have not included modifications to the existing wood ceiling.
12. We have not included any scope related to security and/or electrified door hardware.

**General Exclusions**

2. Design and engineering except for fire sprinklers and fire alarm.
4. Building plan check and permit fees.
5. ADA or code upgrades.
6. Correction of existing building deficiencies.
7. Cost of building utilities, services, security, engineer, and landlord fees.
10. Hazardous materials testing, abatement, disposal, work in containment, and related work.
11. Removal, disposal, or handing of existing furniture and equipment.
17. Relocation of existing construction not specifically shown.
19. Audio visual equipment and wiring.
22. Tel/data equipment and wiring.
23. Security systems.
25. Concealed and unforeseen conditions.

**End of Section**

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June 11, 2018

Mr. Raymond Wang  
 Bay Area Air Quality Management District  
 375 Beale Street, Suite 600  
 San Francisco, CA 94105

Re: Office Revisions  
 375 Beale Street, 6<sup>th</sup>, 7<sup>th</sup> & 8<sup>th</sup> Floors  
 San Francisco, CA  
 Revision #1

Dear Raymond,

In response to your request to provide a price for the work in accordance with Brereton's Architectural Plans dated March 6, 2018 for the 6<sup>th</sup> Floor, February 6, 2018 for the 7<sup>th</sup> Floor and May 16, 2018 for the 8<sup>th</sup> Floor, we submit our Proposal as follows:

• 6 <sup>th</sup> Floor	\$ 92,309
• 7 <sup>th</sup> Floor	\$ 38,630
• 8 <sup>th</sup> Floor	\$ 871,877

I have attached copies of our breakdowns for your review.

This Proposal is based on the following:

Clarifications:

1. The existing distribution systems are assumed to be adequate and in working order for the proposed new work.
2. An allowance for plancheck and permit fees has been included.
3. The HVAC units will remain.

Exclusions:

1. Doubletime.
2. Accessibility work.
3. Engineered drawings. We will provide engineered drawings to obtain the required permits.
4. Metering for the suite.
5. Architectural fees.
6. Expedited/Compressed schedule.
7. Moving costs.
8. Special cooling.
9. Phasing.



**COMMERCIAL  
INTERIOR  
BUILDERS**

Office Revisions Proposal, Revision #1

Page 2

June 8, 2018

Exclusions continued:

10. A contingency.
11. ACM/Hazardous materials costs.
12. Landlord or Building services costs, including (but not limited to) assistance from building maintenance personnel, elevator usage, security, access to the building, overtime charges for any operations staff, utilities and other similar costs.

Please be advised that this budget is preliminary in nature and is based on our assessment of the work to be performed. Adjustments to the allowances will be necessary when the work scope becomes more definite.

Should you have any questions, please do not hesitate to call.

Sincerely,

**Commercial Interior Builders, Inc.**

Jim Bruntz

[JBruntz@ComIntBldrs.com](mailto:JBruntz@ComIntBldrs.com)

AD HOC BUILDING OVERSIGHT  
COMMITTEE MEETING OF 09/19/2018



# Estimate

DATE	ESTIMATE NO.
6/8/2018	18-035-0-8R

101 The Embarcadero, Suite 205  
San Francisco, CA 94105

(415) 896-1102 Phone  
(415) 896-1103 Fax

www.ComIntBldrs.com

**BAAQMD**  
375 Beale Street, 6th Floor  
San Francisco, CA 94105

DESCRIPTION	QTY	UNIT	COST	TOTAL
Painting Bid	1	LS	12,800.00	12,800.00
TOTAL COST OF PAINTING & WALLCOVERING			0.00	12,800.00
Appliances	1	LS	3,500.00	3,500.00
TOTAL COST OF EQUIPMENT			0.00	3,500.00
Signage	1	LS	850.00	850.00
TOTAL COST OF SIGNAGE			0.00	850.00
HVAC Bid	1	LS	57,500.00	57,500.00
TOTAL COST OF HVAC			0.00	57,500.00
Plumbing Bid	1	LS	11,842.00	11,842.00
TOTAL COST OF PLUMBING			0.00	11,842.00
Fire Sprinkler Bid	1	LS	12,750.00	12,750.00
TOTAL COST OF FIRE PROTECTION			0.00	12,750.00
Electrical Bid	1	LS	269,616.00	269,616.00
O.T.	1	LS	103,762.00	103,762.00
Design/Engin Fees	1	LS	6,500.00	6,500.00
TOTAL COST OF ELECTRICAL			0.00	379,878.00
Subtotal				799,598.00
Insurance	1	LS	11,994.00	11,994.00
Overhead & Fee	1	LS	56,811.00	56,811.00
GRT	1	LS	3,474.00	3,474.00

**TOTAL** **\$871,877.00**



**COMMERCIAL  
INTERIOR  
BUILDERS**

**Estimate**

DATE	ESTIMATE NO.
6/8/2018	18-035-0-8R

101 The Embarcadero, Suite 205  
San Francisco, CA 94105

(415) 896-1102 Phone  
(415) 896-1103 Fax

www.ComIntBldrs.com

**BAAQMD**  
375 Beale Street, 6th Floor  
San Francisco, CA 94105

DESCRIPTION	QTY	UNIT	COST	TOTAL
Plancheck & Permit Fees	1	LS	12,000.00	12,000.00
TOTAL COST OF PERMIT FEES			0.00	12,000.00
Supervision O.T.	8	Wks	6,600.00	52,800.00
TOTAL COST OF GENERAL CONDITIONS			0.00	52,800.00
Final Cleanup Bid	1	LS	2,500.00	2,500.00
Progressive Cleanup	8	Wks	3,300.00	26,400.00
Temp Barrier	1	LS	6,200.00	6,200.00
TOTAL COST OF PROTECTION & CLEANUP			0.00	35,100.00
Demolition Bid	1	LS	24,000.00	24,000.00
TOTAL COST OF DEMOLITION			0.00	24,000.00
Misc. Carpentry	1	LS	1,500.00	1,500.00
TOTAL COST OF CARPENTRY			0.00	1,500.00
Millwork Bid	1	LS	22,875.00	22,875.00
TOTAL COST OF MILLWORK			0.00	22,875.00
Interior Doors - Type A	1	Ea.	3,000.00	3,000.00
Interior Doors Full Lite - Type B	3	Ea.	3,500.00	10,500.00
Relocate (E) D/F/H	3	Ea.	1,500.00	4,500.00
Install Glazing	36	LF	200.00	7,200.00
TOTAL COST OF DOOR/FRAME/HARDWARE			0.00	25,200.00
Glass	1	LS	10,586.00	10,586.00
TOTAL COST OF GLASS & GLAZING			0.00	10,586.00
Drywall Bid	1	LS	48,407.00	48,407.00
TOTAL COST OF DRYWALL			0.00	48,407.00
Base Area	1	LS	47,660.00	47,660.00
Open/Close on Floor Below O.T.	1	LS	1,650.00	1,650.00
TOTAL COST OF ACOUSTIC CEILING			0.00	49,310.00
Carpeting Bid	1	LS	38,700.00	38,700.00
TOTAL COST OF FLOORCOVERING			0.00	38,700.00

**TOTAL**



**COMMERCIAL  
INTERIOR  
BUILDERS**

**Estimate**

DATE	ESTIMATE NO.
5/7/2018	18-035-06th

101 The Embarcadero, Suite 205  
San Francisco, CA 94105

(415) 896-1102 Phone  
(415) 896-1103 Fax

www.ComIntBldrs.com

**BAAQMD**  
375 Beale Street, 6th Floor  
San Francisco, CA 94105

DESCRIPTION	QTY	UNIT	COST	TOTAL
Plancheck & Permit Fees TOTAL COST OF PERMIT FEES	1	LS	3,000.00 0.00	3,000.00 3,000.00
Supervision TOTAL COST OF GENERAL CONDITIONS	1.5	Wks	6,400.00 0.00	9,600.00 9,600.00
Final Cleanup Progressive Cleanup TOTAL COST OF PROTECTION & CLEANUP	1.5 1	LS LS	2,500.00 3,200.00 0.00	3,750.00 3,200.00 6,950.00
Demolition TOTAL COST OF DEMOLITION	1	LS	3,332.00 0.00	3,332.00 3,332.00
Misc. Carpentry TOTAL COST OF CARPENTRY	1	LS	850.00 0.00	850.00 850.00
Interior Doors Furnish and Install Side Lite TOTAL COST OF DOOR/FRAME/HARDWARE	1 1	Ea. Ea.	3,500.00 650.00 0.00	3,500.00 650.00 4,150.00
Glass TOTAL COST OF GLASS & GLAZING	1	LS	803.00 0.00	803.00 803.00
Drywall TOTAL COST OF DRYWALL	1	LS	2,750.00 0.00	2,750.00 2,750.00
Base Area TOTAL COST OF ACOUSTIC CEILING	1	LS	26,331.00 0.00	26,331.00 26,331.00
Carpeting and Base Patching TOTAL COST OF FLOORCOVERING	1	LS	5,500.00 0.00	5,500.00 5,500.00
Painting TOTAL COST OF PAINTING & WALLCOVERING	1	LS	2,100.00 0.00	2,100.00 2,100.00
Fire Sprinkler Bid TOTAL COST OF FIRE PROTECTION	1	LS	7,290.00 0.00	7,290.00 7,290.00

**TOTAL**

# Estimate



**COMMERCIAL  
INTERIOR  
BUILDERS**

DATE	ESTIMATE NO.
5/7/2018	18-035-06th

101 The Embarcadero, Suite 205  
San Francisco, CA 94105

(415) 896-1102 Phone  
(415) 896-1103 Fax

www.ComIntBldrs.com

BAAQMD  
375 Beale Street, 6th Floor  
San Francisco, CA 94105

DESCRIPTION	QTY	UNIT	COST	TOTAL
Electrical Bid	1	LS	12,000.00	12,000.00
TOTAL COST OF ELECTRICAL			0.00	12,000.00
Subtotal				84,656.00
Insurance	1	LS	1,270.00	1,270.00
Overhead & Fee	1	LS	6,015.00	6,015.00
GRT	1	LS	368.00	368.00

**TOTAL**

**\$92,309.00**



**COMMERCIAL  
INTERIOR  
BUILDERS**

June 11, 2018

Mr. Raymond Wang  
Bay Area Air Quality Management District  
375 Beale Street, Suite 600  
San Francisco, CA 94105

Re: Office Revisions  
375 Beale Street, 6<sup>th</sup>, 7<sup>th</sup> & 8<sup>th</sup> Floors  
San Francisco, CA

Dear Raymond,

In response to your request to provide a price for the work in accordance with Brereton's Architectural Plans dated March 6, 2018 for the 6<sup>th</sup> Floor, February 6, 2018 for the 7<sup>th</sup> Floor and April 17, 2018 for the 8<sup>th</sup> Floor, we submit our Proposal as follows:

• 6 <sup>th</sup> Floor	\$ 92,309
• 7 <sup>th</sup> Floor	\$ 38,630
• 8 <sup>th</sup> Floor	\$ 866,374

I have attached copies of our breakdowns for your review.

This Proposal is based on the following:

Clarifications:

1. The existing distribution systems are assumed to be adequate and in working order for the proposed new work.
2. An allowance for plancheck and permit fees has been included.
3. The HVAC units will remain.

Exclusions:

1. Doubletime.
2. Accessibility work.
3. Engineered drawings. We will provide engineered drawings to obtain the required permits.
4. Metering for the suite.
5. Architectural fees.
6. Expedited/Compressed schedule.
7. Moving costs.
8. Special cooling.
9. Phasing.





**COMMERCIAL  
INTERIOR  
BUILDERS**

Office Revisions Proposal

Page 2

May 7, 2018

Exclusions continued:

10. A contingency.
11. ACM/Hazardous materials costs.
12. Landlord or Building services costs, including (but not limited to) assistance from building maintenance personnel, elevator usage, security, access to the building, overtime charges for any operations staff, utilities and other similar costs.

Please be advised that this budget is preliminary in nature and is based on our assessment of the work to be performed. Adjustments to the allowances will be necessary when the work scope becomes more definite.

Should you have any questions, please do not hesitate to call.

Sincerely,  
**Commercial Interior Builders, Inc.**

Jim Bruntz

[JBruntz@ComIntBldrs.com](mailto:JBruntz@ComIntBldrs.com)

AD HOC BUILDING OVERSIGHT  
COMMITTEE MEETING OF 09/19/2018



**COMMERCIAL  
INTERIOR  
BUILDERS**

**Estimate**

DATE	ESTIMATE NO.
5/7/2018	18-035-0-8

101 The Embarcadero, Suite 205  
San Francisco, CA 94105

(415) 896-1102 Phone  
(415) 896-1103 Fax

www.ComIntBldrs.com

**BAAQMD**  
375 Beale Street, 6th Floor  
San Francisco, CA 94105

DESCRIPTION	QTY	UNIT	COST	TOTAL
Painting Bid	1	LS	12,800.00	12,800.00
TOTAL COST OF PAINTING & WALLCOVERING			0.00	12,800.00
Appliances	1	LS	3,500.00	3,500.00
TOTAL COST OF EQUIPMENT			0.00	3,500.00
Signage	1	LS	850.00	850.00
TOTAL COST OF SIGNAGE			0.00	850.00
HVAC Bid	1	LS	57,500.00	57,500.00
TOTAL COST OF HVAC			0.00	57,500.00
Plumbing Bid	1	LS	11,842.00	11,842.00
TOTAL COST OF PLUMBING			0.00	11,842.00
Fire Sprinkler Bid	1	LS	12,750.00	12,750.00
TOTAL COST OF FIRE PROTECTION			0.00	12,750.00
Electrical Bid	1	LS	270,034.00	270,034.00
O.T.	1	LS	79,462.00	79,462.00
Design/Engin Fees	1	LS	6,500.00	6,500.00
TOTAL COST OF ELECTRICAL			0.00	355,996.00
Subtotal				794,551.00
Insurance	1	LS	11,918.00	11,918.00
Overhead & Fee	1	LS	56,453.00	56,453.00
GRT	1	LS	3,452.00	3,452.00

AD HOC BUILDING OVERSIGHT COMMITTEE MEETING OF 05/19/2018

<b>TOTAL</b>	<b>\$866,374.00</b>
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**COMMERCIAL  
INTERIOR  
BUILDERS**

# Estimate

DATE	ESTIMATE NO.
5/7/2018	18-035-0-8

101 The Embarcadero, Suite 205  
San Francisco, CA 94105

(415) 896-1102 Phone  
(415) 896-1103 Fax

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**BAAQMD**  
375 Beale Street, 6th Floor  
San Francisco, CA 94105

DESCRIPTION	QTY	UNIT	COST	TOTAL
Plancheck & Permit Fees	1	LS	12,000.00	12,000.00
TOTAL COST OF PERMIT FEES			0.00	12,000.00
Supervision O.T.	8	Wks	6,600.00	52,800.00
TOTAL COST OF GENERAL CONDITIONS			0.00	52,800.00
Final Cleanup Bid	1	LS	2,500.00	2,500.00
Progressive Cleanup	8	Wks	3,300.00	26,400.00
Temp Barrier	1	LS	6,200.00	6,200.00
TOTAL COST OF PROTECTION & CLEANUP			0.00	35,100.00
Demolition Bid	1	LS	24,000.00	24,000.00
TOTAL COST OF DEMOLITION			0.00	24,000.00
Misc. Carpentry	1	LS	1,500.00	1,500.00
TOTAL COST OF CARPENTRY			0.00	1,500.00
Millwork Bid	1	LS	22,875.00	22,875.00
TOTAL COST OF MILLWORK			0.00	22,875.00
Interior Doors - Type A	1	Ea.	3,000.00	3,000.00
Interior Doors Full Lite - Type B	4	Ea.	3,500.00	14,000.00
Interior Doors - Type C	2	Ea.	1,850.00	3,700.00
Install Glazing	32	LF	200.00	6,400.00
TOTAL COST OF DOOR/FRAME/HARDWARE			0.00	27,100.00
Glass	1	LS	19,053.00	19,053.00
TOTAL COST OF GLASS & GLAZING			0.00	19,053.00
Drywall Bid	1	LS	53,500.00	53,500.00
TOTAL COST OF DRYWALL			0.00	53,500.00
Base Area	1	LS	51,035.00	51,035.00
Open/Close on Floor Below O.T.	1	LS	1,650.00	1,650.00
TOTAL COST OF ACOUSTIC CEILING			0.00	52,685.00
Carpeting Bid	1	LS	38,700.00	38,700.00
TOTAL COST OF FLOORCOVERING			0.00	38,700.00

**TOTAL**

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

## Memorandum

To: Chairperson David Hudson and Members  
of the Board of Directors

From: Jack P. Broadbent  
Executive Officer/APCO

Date: September 6, 2018

Re: Diesel Particulate Matter: Health Burden, Climate Impacts, and Regional and Local  
Assessments

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**RECOMMENDED ACTION**

None; receive and file.

**BACKGROUND**

Diesel particulate matter (diesel PM) remains a significant contributor to health impacts from air pollution in the Bay Area, especially for disadvantaged communities living near freeways and industrial areas. Diesel PM also contributes to regional emissions of black carbon (BC), a compound that contributes significantly to global climate change.

**DISCUSSION**

Diesel PM consists of over 40 known toxic air contaminants and has been classified as a potent carcinogen by CalEPA's Office of Environmental Health Hazard Assessment. Health studies show that exposure to fine particulate matter (PM) (with diameter less than 2.5 micrometers, PM<sub>2.5</sub>), including diesel PM, is associated with an increased risk of cardiovascular and respiratory disease. In the Bay Area, areas with the highest cumulative impact from air pollution were identified through regional modeling and other studies conducted under the Air District's Community Air Risk Evaluation (CARE) program to focus agency resources in these areas.

Diesel engines in trucks and generators continue to be sources of BC, which contributes to climate change by absorbing sunlight and heating the atmosphere. When BC settles on the ground, it darkens the surface of the earth and, when it is deposited on ice or snow, it can hasten melting.

Staff will summarize the health burden and climate impacts of diesel PM and present regional and local analyses and measurement studies that further our understanding of diesel PM emissions, concentrations, and exposures in the Bay Area. Such studies show that diesel PM contributes about 65% of the regional cancer risk from air pollution, about 15% of regional PM<sub>2.5</sub>, and about 25% of BC.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: Phil Martien and Judy Cutino  
Reviewed by: Greg Nudd

**BAY AREA AIR QUALITY MANAGEMENT DISTRICT**

Memorandum

To: Chairperson David Hudson and Members  
of the Board of Directors

From: Jack P. Broadbent  
Executive Officer/APCO

Date: September 7, 2018

Re: Report on Governor's Global Climate Action Summit Affiliated Events

**RECOMMENDED ACTION**

None; receive and file.

**BACKGROUND**

The Air District held 2 affiliated events to the Governor's Climate Action Summit that occurred September 12-14, 2018 in San Francisco. The Diesel Free by '33 and the Climate Tech Marketplace events were hosted by the Air District and held at the Bay Area Metro Center, 375 Beale St. San Francisco.

**DISCUSSION**

The two affiliated events are described in more detail below:

1. September 12, 2018 – United Against GHG's – Diesel Free by '33. The event brought together mayors, county supervisors and industry leaders to sign a commitment in principal to go diesel free in their communities by 2033.
2. September 13, 2018 - Climate Tech Marketplace. This event was a networking expo connecting business and government customers with innovative climate technologies and to highlight the Air District's role as a matchmaker and accelerator to implement new climate technologies.

Staff will present a summary of these two events, their attendances, and outcomes.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent  
Executive Officer/APCO

Prepared by: Lisa Fasano and Ranyee Chiang  
Reviewed by: Damian Breen