



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

BOARD OF DIRECTORS
EXECUTIVE COMMITTEE MEETING

COMMITTEE MEMBERS

KATIE RICE – CHAIR
TERESA BARRETT
JOHN GIOIA
SCOTT HAGGERTY
TYRONE JUE
BRAD WAGENKNECHT

ROD SINKS – VICE CHAIR
CINDY CHAVEZ
CAROLE GROOM
DAVE HUDSON
JIM SPERING

WEDNESDAY
MARCH 20, 2019
9:30 A.M.

1ST FLOOR BOARD ROOM
375 BEALE STREET
SAN FRANCISCO, CA 94105

AGENDA

1. **CALL TO ORDER - ROLL CALL**
PLEDGE OF ALLEGIANCE
PUBLIC MEETING PROCEDURE

The Committee Chair shall call the meeting to order and the Clerk of the Boards shall take roll of the Committee members. The Committee Chair shall lead the Pledge of Allegiance.

This meeting will be webcast. To see the webcast, please visit 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 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.*

2. **PUBLIC COMMENT ON NON-AGENDA MATTERS**

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.*

Staff/Phone (415) 749-

3. **APPROVAL OF THE MINUTES OF NOVEMBER 19, 2018**

Clerk of the Boards/5073

The Committee will consider approving the draft minutes of the Executive Committee meeting of November 19, 2018.

4. **HEARING BOARD QUARTERLY REPORT: OCTOBER 2018 – DECEMBER 2018**

J. Broadbent/5052

jbroadbent@baaqmd.gov

The Committee will review the Hearing Board Quarterly Report for the period of October through December 2018.

5. **REPORT OF THE ADVISORY COUNCIL MEETING FROM MARCH 11, 2019**

J. Broadbent/5052

jbroadbent@baaqmd.gov

The Committee will receive a report of the recent Advisory Council meeting from March 11, 2019.

6. **BAY AREA REGIONAL COLLABORATIVE (BARC) UPDATE**

J. Broadbent/5052

jbroadbent@baaqmd.gov

The Committee will receive an update by Deputy Air Pollution Control Officer, Greg Nudd, on the activities of the Bay Area Regional Collaborative (BARC).

7. **CONSIDER RECOMMENDING THE BOARD OF DIRECTORS ACCEPT NEW GRANT PROGRAM REVENUE RESULTING FROM ASSEMBLY BILL (AB) 617**

J. Broadbent/5052

jbroadbent@baaqmd.gov

The Committee will consider recommending the Board of Directors approve the Air District's acceptance of the Fiscal Year Ending (FYE) 2019, Community Air Protection Program funds; and authorize the Executive Officer/APCO to execute all necessary agreements with the California Air Resources Board (CARB) to implement the program.

8. **CONSIDER RECOMMENDING THE BOARD OF DIRECTORS AUTHORIZE EXECUTION OF A MASTER SERVICES AGREEMENT (MSA) FOR AIR QUALITY MAPPING AND ASSOCIATED SERVICES**

J. Broadbent/5052

jbroadbent@baaqmd.gov

The Committee will consider recommending the Board of Directors authorize the Executive Officer/APCO to execute a two-year Master Services Agreement (MSA) with Aclima, in the amount not to exceed \$5,980,000 over two years for hyperlocal, background air quality mapping of the entire Bay Area, a data repository and web portal, and community capacity building activities.

9. **CONSIDER RECOMMENDING THE BOARD OF DIRECTORS AUTHORIZE EXECUTION OF CONTRACT AMENDMENTS FOR PRODUCTION SYSTEM OFFICE**

J. Broadbent/5052

jbroadbent@baaqmd.gov

The Committee will consider recommending the Board of Directors authorize the Executive Officer/APCO to execute contract amendments for Production System Office.

10. **CONSIDER RECOMMENDING THE BOARD OF DIRECTORS AUTHORIZE EXECUTION OF CONTRACTS FOR BUILD-OUT OF A PORTION OF THE RICHMOND, LAKESIDE DRIVE BUILDING**

J. Broadbent/5052

jbroadbent@baaqmd.gov

The Committee will consider recommending the Board of Directors authorize the Executive Officer/APCO to obtain bids and execute contracts to build-out approximately 7,300 square feet of the Richmond, Lakeside building with cubicles and offices, in an amount not to exceed \$1,800,000.

11. **2018-2019 WINTER SPARE THE AIR PROGRAM OVERVIEW**

J. Broadbent/5052

jbroadbent@baaqmd.gov

The Committee will receive an overview of the 2018-2019 Winter Spare the Air Program.

12. **PUBLIC COMMENT ON NON-AGENDA MATTERS**

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

13. **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).

14. **TIME AND PLACE OF NEXT MEETING**

At the call of the Chair.

15. **ADJOURNMENT**

The Committee meeting shall be adjourned by the Committee Chair.

CONTACT:

MANAGER, EXECUTIVE OPERATIONS
375 BEALE STREET, SAN FRANCISCO, CA 94105
vjohnson@baaqmd.gov

(415) 749-4941
FAX: (415) 928-8560
BAAQMD homepage:
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 Executive Committee” 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 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

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

375 BEALE STREET, SAN FRANCISCO, CA 94105

FOR QUESTIONS PLEASE CALL (415) 749-4941

EXECUTIVE OFFICE:

MONTHLY CALENDAR OF AIR DISTRICT ANTICIPATED MEETINGS

MARCH 2019

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Stationary Source Committee	Monday	18	9:30 a.m.	1 st Floor Board Room
Board of Directors Executive Committee	Wednesday	20	9:30 a.m.	1 st Floor Board Room
Board of Directors Budget and Finance Committee	Friday	22	9:30 a.m.	1 st Floor, Board Room
Board of Directors Technology Implementation Office Steering Committee	Monday	25	9:30 a.m.	1 st Floor Board Room
Board of Directors Legislative Committee	Wednesday	27	9:30 a.m.	1 st Floor, Yerba Buena Room #109
Board of Directors Mobile Source Committee	Thursday	28	9:30 a.m.	1 st Floor Board Room

APRIL 2019

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Regular Meeting	Wednesday	3	9:30 a.m.	1 st Floor Board Room
Board of Directors Personnel Committee	Friday	5	9:30 a.m.	1 st Floor Board Room
Board of Directors Regular Meeting	Wednesday	17	9:30 a.m.	1 st Floor Board Room
Board of Directors Climate Protection Committee	Monday	22	9:30 a.m.	1 st Floor Board Room
Board of Directors Budget and Finance Committee	Monday	22	10:30 a.m.	1 st Floor, Board Room
Board of Directors Legislative Committee	Wednesday	24	9:30 a.m.	1 st Floor, Yerba Buena Room #109
Board of Directors Mobile Source Committee	Thursday	25	9:30 a.m.	1 st Floor Board Room
Board of Directors Stationary Source Committee	Monday	29	9:30 a.m.	1 st Floor Board Room

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Katie Rice and Members
of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: February 26, 2019

Re: Approval of the Minutes of November 19, 2018

RECOMMENDED ACTION

Approve the attached draft minutes of the Executive Committee (Committee) meeting of November 19, 2018.

DISCUSSION

Attached for your review and approval are the draft minutes of the Committee meeting of November 19, 2018.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Marcy Hiratzka
Reviewed by: Vanessa Johnson

Attachment 3A: Draft Minutes of the Committee Meeting of November 19, 2018

AGENDA 3A – ATTACHMENT

Draft Minutes – Executive Committee Meeting of November 19, 2018

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

DRAFT MINUTES

Summary of Board of Directors
Executive Committee Meeting
Monday, November 19, 2018

1. CALL TO ORDER – ROLL CALL

Executive Committee (Committee) Chairperson, David Hudson, called the meeting to order at 9:02 a.m.

Roll Call:

Present: Committee Chairperson David Hudson; Committee Vice Chair Katie Rice; and Directors Cindy Chavez, John Gioia, Carole Groom, Mark Ross, Rod Sinks, Jim Spering, and Brad Wagenknecht.

Absent: Directors Scott Haggerty, and Nate Miley.

Also Present: None.

2. PUBLIC COMMENT ON NON-AGENDA MATTERS

No requests received.

3. APPROVAL OF THE MINUTES OF JULY 23, 2018

Public Comments

No requests received.

Committee Comments

None.

Committee Action

Director Spering made a motion, seconded by Vice Chair Rice, to **approve** the minutes of July 23, 2018; and the motion carried by the following vote of the Committee:

AYES: Chavez, Gioia, Groom, Hudson, Rice, Sinks, Spering, and Wagenknecht.
NOES: None.
ABSTAIN: None.
ABSENT: Haggerty, Miley, and Ross.

4. HEARING BOARD QUARTERLY REPORT: JULY – SEPTEMBER 2018

Hearing Board Chairperson, Valerie J. Armento, Esq., presented this report.

Public Comments

No requests received.

Committee Comments

None.

Committee Action

None; receive and file.

5. BAY AREA REGIONAL COLLABORATIVE UPDATE

Allison Brooks, Executive Director of the Bay Area Regional Collaborative (BARC), gave an update on recent BARC activities, including: key program areas; level playing field – program development and priority communities mapping; combining mitigation and adaptation approaches – Caltrans Senate Bill 1 Adaptation Planning Grants: North Bay, State Route 37 Public Access, South San Francisco, Colma Creek, and East Palo Alto/Dumbarton Bridge Resilience Study; Resilient By Design Bay Area Challenge Assessment; impact of the challenge; new, integrated ideas; lessons learned for future challenges; opportunities for advancing design elements; and interviewees: what’s needed going forward.

Public Comments

No requests received.

Committee Comments

The committee and staff discussed the need to monitor whether solar energy generation is impacted by wildfires; and feedback regarding the resilient by design project in North Richmond called ouR-HOME.

Committee Action

None; receive and file.

6. **UPDATE ON PRODUCTION SYSTEM OFFICE AND AUTHORIZATION TO EXECUTE CONTRACT AMENDMENTS FOR PRODUCTION SYSTEM OFFICE**

Damian Breen, Deputy Air Pollution Control Officer (DAPCO) of Technology, introduced Blair Adams, Information Systems Manager, gave the staff presentation *Production System Office (PSO) Status Update*, including: agenda; PSO scope of services; public websites - 2018 accomplishments; permitting and compliance system: three development tracks, current production features, remaining goals for 2018, demonstration and summary, and scaled development resources; public websites - 2019 goals; PSO contractor team; and staff recommendation.

During Mr. Adams’ presentation, Kevin Vo, Air Quality Specialist, presented the supplemental video demonstration of the Permitting and Compliance System entitled “Facility Inspections,” and Adriana Husain, Air Quality Engineer, navigated the demonstration of the Permitting and Compliance System entitled “Major Facility Portal.”

NOTED PRESENT: Director Ross was noted present at 9:21 a.m.

Public Comments

Public comments were given by Janet Stromberg, 350 Bay Area.

Committee Comments

The Committee and staff discussed who has access to the Permitting and Compliance System, whether the system is secure, and aspirations to make these services public; the Committee’s appreciation of staff’s transparency of the elements of the Production System; who manages the Bay Area Air Quality Management District’s (Air District) multiple vendors listed in the recommendation; the PSO’s future goal of bringing some of the activities currently allocated to consultants back in-house, and the suggestion that the Air District provide appropriate training to employees at such a time; whether the Permitting and Compliance System is subject to California Public Records Act; and how the Bay Area Air Quality Management District’s Production System applications compare to those used by other California air districts.

Committee Action

Director Gioia made a motion, seconded by Director Groom, to **authorize** the Executive Officer/APCO to execute the seven recommended contract amendments for the Production System Office; and the motion carried by the following vote of the Committee:

- AYES: Chavez, Gioia, Groom, Hudson, Rice, Ross, Sinks, Spering, and Wagenknecht.
- NOES: None.
- ABSTAIN: None.
- ABSENT: Haggerty, and Miley.

7. UPDATE ON AIR DISTRICT IMPLEMENTATION OF ASSEMBLY BILL 617

Jack P. Broadbent, Executive Officer/APCO, introduced Elizabeth Yura, Community Health Protection Officer, who gave the staff presentation *Assembly Bill (AB) 617: Community Health Protection Program*, including: AB 617 program components; community identification and prioritization - Year 1; Richmond Monitoring Plan; West Oakland Action Plan; build capacity; incentives; statewide inventory; control technology; and what's next.

Public Comments

Public comments were given by Janet Scoll Johnson, Sunflower Alliance.

Committee Comments

The Committee and staff discussed the Air District's process for identifying and maintaining relationships with community leaders who can assist the Air District build capacity in communities that lack relationships with the Air District; the suggestion that Air District staff align AB 617 activities with elements of existing Air District plans; and the request for a process map to which the public can refer regarding the current status of AB 617 efforts in the Bay Area.

Committee Action

None; receive and file.

8. COMMITTEE CHAIR REPORTS ON BOARD OF DIRECTORS MEETING AGENDAS

Chair Hudson explained that the Air District's Board of Directors (Board) members have been questioning the necessity of the Committee Chair reports that are read aloud at Board meetings and wondered if those reports could be moved to the Consent Calendar in lieu of being read, as it is time-consuming. Chair Hudson asked the Committee to provide direction to staff, regarding placement of Committee Chair Reports on Board meeting agendas.

Public Comments

No requests received.

Committee Comments

The Committee and staff discussed the benefits and disadvantages of the reading aloud of the Committee Chair Reports; the suggestion that the decision be left to the Committee Chairs; and the suggestion that Committee Chair Reports containing significant expenditures still be read to and discussed by the Board.

Committee Action

None; receive and file.

9. **PUBLIC COMMENT ON NON-AGENDA MATTERS**

No requests received.

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

None.

11. **TIME AND PLACE OF NEXT MEETING**

The next Executive Committee meeting will be held at the Call of the Chair.

12. **ADJOURNMENT**

The meeting adjourned at 10:17 a.m.

Marcy Hiratzka
Clerk of the Boards

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Katie Rice and Members
of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: March 6, 2019

Re: Hearing Board Quarterly Report: October – December 2018

RECOMMENDED ACTION

None; receive and file.

DISCUSSION

During the fourth calendar quarter of 2018 (October - December), the Hearing Board:

- Held no hearings;
- Processed no orders; and
- Collected a total of \$0.00 in filing fees.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Marcy Hiratzka
Reviewed by: Vanessa Johnson

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Katie Rice and Members
of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: March 7, 2019

Re: Report of the Advisory Council Meeting from March 11, 2019

RECOMMENDED ACTION

None; receive and file.

BACKGROUND

On March 11, 2019 the Advisory Council met to receive reports on, and deliberate regarding, the health effects of Particulate Matter (PM).

DISCUSSION

The Committee will receive an update of the Advisory Council meeting, including a report on the Environmental Protection Agency (EPA) Draft Integrated Science Assessment for Particulate Matter, the discussion of a potential symposium on PM to be convened by the Advisory Council, and the Advisory Council's deliberation on these topics.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Jeff McKay

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Katie Rice and Members
of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: March 11, 2019

Re: Bay Area Regional Collaborative (BARC) Update

RECOMMENDED ACTION

None; receive and file.

BACKGROUND

The Bay Area Regional Collaborative (BARC) consists of Board/Commission representatives of the four regional agencies and provides a forum for discussing issues of regional importance.

DISCUSSION

At the upcoming Executive Committee meeting, Deputy Air Pollution Control Officer, Greg Nudd, will provide an update on the activities of BARC.

BUDGET CONSIDERATIONS/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Vanessa Johnson
Reviewed by: Greg Nudd

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Katie Rice and Members
of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: March 12, 2019

Re: Consider Recommending the Board of Directors Accept New Grant Program Revenue
Resulting from Assembly Bill (AB) 617

RECOMMENDATIONS

Recommend the Board of Directors:

1. Approve the Bay Area Air Quality Management District's (Air District) acceptance of the Fiscal Year Ending (FYE) 2019, Community Air Protection Program funds; and
2. Authorize the Executive Officer/APCO to execute all necessary agreements with the California Air Resources Board (CARB) to implement the program.

BACKGROUND

Senate Bill (SB) 856 (Mitchell, Budget Act of 2018) provides funds for CARB to allocate to local air quality districts for expenses related to AB 617 (C. Garcia, Chapter 136, Statutes of 2017). The California Air Pollution Control Officers (CAPCOA) Association Board approved an allocation plan for distribution of available funds to the air quality districts.

DISCUSSION

CARB has requested that the Air District's Board of Directors (Board) execute a resolution (see Attachment 7A) to accept this funding.

BUDGET CONSIDERATION / FINANCIAL IMPACT

These funds will be added to the Air District's FYE 2019 budget.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Eric Stevenson
Reviewed by: Jeff McKay

Attachment 7A: Resolution to Accept Community Air Protection Program Funds from the
California Air Resources Board

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

RESOLUTION No. 2019 -

**A Resolution Accepting Community Air Protection Program Funds
from the California Air Resources Board**

WHEREAS, Senate Bill 856 (Mitchell, Budget Act of 2108) provides funds for the California Air Resources Board (CARB) to allocate to local air quality districts;

WHEREAS, Assembly Bill 617 (C. Garcia, Chapter 136, Statutes of 2017) directs air districts to implement a Community Air Protection Program;

WHEREAS, the California Air Pollution Control Officers Association Board approved an allocation plan for the available funds;

WHEREAS, CARB will authorize a grant to the District to implement the Community Air Protection Program upon approval by the Board of Directors to accept such grant of funds;

WHEREAS, CARB will award a grant in the amount of \$10,000,000 for Fiscal Year Ending 2019.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors hereby approves the Air District's acceptance of the Fiscal Year Ending 2018-2019, Community Air Protection Program funds, to be awarded to eligible District projects in accordance with the CARB Community Air Protection Program guidelines.

BE IT FURTHER RESOLVED, the Executive Officer/Air Pollution Control Officer is hereby authorized and empowered to execute on behalf of the District all necessary agreements with CARB to implement and carry out the purposes of this resolution.

The foregoing resolution was duly and regularly introduced, passed and adopted at a regular meeting of the Board of Directors of the Bay Area Air Quality Management District on the

Motion of Director _____, seconded by Director _____, on the _____ day of _____, 2019, by the following vote of the Board:

AYES:

NOES:

ABSENT:

Katie Rice
Chairperson of the Board of Directors

ATTEST:

Cindy Chavez
Secretary of the Board of Directors

DRAFT

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Katie Rice and Members
of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: March 11, 2019

Re: Consider Recommending the Board of Directors Authorize Execution of a Master
Services Agreement (MSA) for Air Quality Mapping and Associated Services

RECOMMENDED ACTION

The Committee will recommend the Board of Directors consider authorizing the Executive Officer/APCO to execute a two-year Master Services Agreement (MSA) with Aclima in an amount not to exceed \$5,980,000 over two years for hyperlocal, background air quality mapping of the entire Bay Area, a data repository and web portal, and community capacity building activities.

BACKGROUND

The Bay Area Air Quality Management District's (Air District) implementation of Assembly Bill (AB) 617 is a coordinated effort to reduce human exposure to air pollution in the most impacted and susceptible Bay Area communities. While there is some information to guide preliminary areas of our focus, little actual measurement data exists at a fine enough scale to describe local impacts in a meaningful way. Ramping up stationary monitoring capabilities to get hyperlocal air quality data at a District-wide scale is impractical, being both time and resource prohibitive. Furthermore, collection of such large quantities of data presents challenges in terms of storage, dissemination, and determining relevant uses for different types of data.

DISCUSSION

San Francisco-based company Aclima, have proposed a monitoring solution that addresses the scale issues associated with District-wide monitoring on a relatively short timeframe, along with community engagement support and a web-based portal to house and display air quality data collected from any number of sources. Aclima has been involved in cutting edge mobile monitoring studies and has developed a well-tested instrument package as well as other supporting technologies. Staff has thoroughly researched and verified the quality of the data generated and the additional technologies and products have met the needs of both the studies and the communities being studied. Mobile monitoring requires that roadways throughout the District are driven multiple times and the large amounts of data be verified, analyzed, stored in such a way that results can be provided to the public in an efficient and easily understood manor. Staff was unable to identify other agencies or companies that have the capabilities to perform this work on the scale and timeline necessary to meet the requirements of AB 617. The structure of the MSA

allows staff to closely monitor performance and work output to ensure that timelines and milestones are met, and that additional work and tasks will not be assigned if staff are not satisfied with results.

The monitoring proposed by Aclima consists of repeatedly driving a fleet of vehicles equipped with air monitoring sensors along every roadway in the District to establish baseline concentrations of critical air pollutants. The resultant data can be used to identify hot-spots of these pollutants across the entire Bay Area, providing information to inform decision making. For example, these data will help focus the deployment of further monitoring resources, assist in identification of communities for future inclusion in monitoring and emission reduction plans, as well as may provide preliminary information to initiate source attribution and source apportionment studies.

Additional services that Aclima offers include capacity building in communities and a community air quality data portal and measurement of methane and ethane which together can be used as an indicator for natural gas leaks. As part of capacity building, Aclima would work with stakeholders and community organizers to encourage engagement and build understanding of what different types of air quality data mean and what types of questions they may be used to answer. The air quality portal has the capacity to incorporate data from various sources (e.g., our reference monitor network, community collected sensor data, mobile monitoring data, etc.) and would be a means to house and dynamically visualize different types of data in different ways. For example, sensor data might be layered with reference monitor data atop the regional background as measured during Aclima's monitoring campaign, bringing diverse data sets together for review and analysis in one place. As part of the ongoing development of the data portal and capacity building, Aclima would work with the Air District to help community members answer such questions as:

- How does air quality in my neighborhood compare to other neighborhoods?
- Is the air quality better where I work than where I live?

By utilizing an MSA, the Air District could add these services under a single contract via additional work orders.

Air District staff recommend executing an MSA with Aclima who have proposed monitoring at a District-wide scale with actionable results on a short timeframe; working with the Air District to bolster understanding of issues around air quality and support ongoing work; and exploring the potential for a community air quality data portal to house, disseminate, and describe data from Aclima, sensor networks, and our own air monitoring network, all together in one place.

BUDGET CONSIDERATION/FINANCIAL IMPACT

Funds for this purchase will be derived from AB 617 grant funds for the first year. Alternate funding sources will be investigated and budgeted for the second year to allow for more general fund stability and flexibility. The scope of the work orders will be limited to minimize general fund expenditures.

Respectfully Submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Eric Stevenson
Reviewed by: Greg Nudd and Wayne Kino

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Katie Rice and Members
of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: March 14, 2019

Re: Consider Recommending the Board of Directors Authorize Execution of Contract
Amendments for Production System Office

RECOMMENDED ACTION

Recommend the Board of Directors authorize the Executive Officer/APCO to execute contract amendments with the following vendors in the amounts listed in Table 1.

Table 1		
Vendor	Amount	Service Description
C&G Technology Services	\$140,971	Software testing services for the permitting and compliance system.
Clearsparc Inc.	\$356,566	Software architecture, design, development, build and release management services for the permitting and compliance system.
Cylogy	\$486,425	Backend website content management system integration, customization and infrastructure support.
ITDependz	\$176,415	Business analysis and user experience services for the permitting and compliance system.
Malinda Lai	\$77,007	Website content management and infrastructure support.
SoftwareOne	\$187,900	Microsoft authorized reseller of Azure cloud services.
Trinity Technology Group	\$70,019	Legacy system management and data transfer services. Business analysis, database rules and logic implementation.
TOTAL	\$1,495,303	

BACKGROUND

Bay Area Air Quality Management District (Air District) staff is recommending contract amendments for existing vendors assisting with software development and website management support to meet Fiscal Year Ending (FYE) 2019 goals.

DISCUSSION

The Production System Office (PSO) is composed of the Permitting and Compliance System, Data Services and Online Services. These systems and services abide by a continuous improvement process whereby existing functionality is maintained while new features are implemented extending functionality to match evolving business requirements. These efforts include expanding permitting and compliance system functionality, extending the availability of tools for website content management, and expanding our web presence.

To continue supporting the Air District's content management infrastructure and enhance current programs, staff plans to focus on the following activities for the remainder of the FYE 2019:

- Customer facing transaction for all facilities handled via Permitting and Compliance System including:
 - Credit card and electronic check payments
 - Financial integration (JD Edwards)
 - Invoice generation including fee schedules
 - Permit generation
- Health Risk Assessment Reporting for 11-18
- Upgrade of the Air District's web content management system
- Implementation of new data visualization for air quality data
- Redevelopment of interactive maps and extension of mapping support
- Website design refresh to support new site functionality
- Continuation of website language translation
- Annual Report website implementation

Staff recommends the continued use of vendors proven familiar with the PSO for the remainder of FYE 2019. The Air District has successfully collaborated with Cylogy and Malinda Lai in the design, development and testing of the language translation system and website content management system in prior engagements. The Air District has also successfully collaborated with C&G Technology Services, Clearsparc Inc., IdeaBlade, ITDependz, and Trinity Technology Group in prior design, software development and quality assurance engagements.

Vendor	Type of Services	Initial Contract	Procurement Method
C&G Technology Services	Software testing services for the permitting and compliance system.	FYE 2013*	Selected the firm and resources through an informal bid process.
Clearsparc Inc.	Software architecture, design, development, build and release management services.	FYE 2015*	Request for Qualifications (RFQ). One of three firms to respond. Had staff expertise and availability to perform the required scope of work.
Cylogy	Backend website content management system integration, customization, and infrastructure support.	FYE 2013	Request for Proposal (RFP) rebid in Fiscal Year Ending (FYE) 2014. One of four firms to respond that had appropriate staff, expertise, and availability to perform the required scope of work.
ITDependz	Business analysis and user experience services for the permitting and compliance system.	FYE 2012*	Selected the firm and resources through an informal bid process.
Malinda Lai	Website content management system and infrastructure support.	FYE 2006	Procurement occurred prior to the tenure of the current web team.
SoftwareOne	The Air District's longstanding Microsoft authorized reseller (Compucom) was acquired by SoftwareOne.	FYE 2016	Microsoft requires that all software and service purchases be conducted by a designated authorized reseller.
Trinity Technology Group	Legacy data management and transfer services. Business analysis, database rules and logic implementation.	FYE 2015*	RFQ was done in FYE 2018.
* Contractors requalified via December 2017 Request for Qualification process.			

BUDGET CONSIDERATION/FINANCIAL IMPACT

Funding for the vendor contract recommendations is included in 309 and 125 program budgets for FYE 2019.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Blair Adams
Reviewed by: Damian Breen

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Katie Rice and Members
of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: March 14, 2019

Re: Consider Recommending the Board of Directors Authorize Execution of Contracts for
Build-Out of a Portion of the Richmond, Lakeside Drive Building

RECOMMENDED ACTION

Recommend the Board of Directors authorize the Executive Officer/APCO to obtain bids and execute contracts to build out approximately 7,300 square feet of the Richmond, Lakeside building with cubicles and offices, in an amount not to exceed \$1,800,000.

BACKGROUND

At the August 1, 2018 meeting of the Board of Directors, staff was authorized to execute the purchase of a building in Richmond, CA for offices, and various other uses. The prior owner continues to lease back a portion of the building until the end of 2019. However, approximately 7,300 square feet of the building are available for immediate reconfiguration as office space.

DISCUSSION

The offices and cubicles in the Richmond, Lakeside building are intended to be essentially identical to those at the Beale Street headquarters. The Air District has a continuing contract for cubicles and furniture from the original build-out of Beale Street.

The proposed work at Richmond, Lakeside would be carried out after a bidding process including not less than three bidders for General Contracting.

The built-out space would include:

- Six Offices
- Twenty-Eight Cubicles
- Two Meeting Rooms
- One Copy Room
- One Pantry
- One Server Room
- Restrooms

BUDGET CONSIDERATION/FINANCIAL IMPACT

Funding is included in the proposed budget for Fiscal Year Ending 2020.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Jeff McKay

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Katie Rice and Members
of the Executive Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: March 6, 2018

Re: 2018-2019 Winter Spare the Air Program Overview

RECOMMENDED ACTION

None; receive and file.

BACKGROUND

In July 2008, the Board of Directors (Board) adopted Regulation 6; Rule 3: Wood Burning Devices. The rule applies to wood-burning devices including fireplaces, fire pits, wood stoves, pellet stoves, and any other wood-fired heating device. The rule was amended by the Board on October 21, 2015, to further protect Bay Area residents from the public health impacts of fine particulates generated from burning wood or solid fuels as a source of primary or supplemental heat, or for ambiance. The year's wood smoke regulatory season ran from November 1, 2018 through February 28, 2019.

There are an estimated 1.4 million fireplaces and wood-burning devices in the Bay Area; and in the winter, more than 30% of Particulate Matter (PM)_{2.5} air pollution is attributed to wood-burning. Although Rule 6-3, has successfully reduced wintertime PM_{2.5} emissions regionally by about 2,660 tons per year (tpy), wood smoke continues to cause unhealthy air, to exceed the PM_{2.5} federal health standard, and negatively impact local air quality.

The 2018-2019 Winter Spare the Air campaign featured the same strong message from last season and links the serious health impacts from wood smoke to those of cigarette smoke. Advertising that clearly illustrates this link has resonated so well with the public it will be refreshed for the 2019-20 winter season.

DISCUSSION

Staff will present an update on the 2018-2019 Winter Spare the Air Program including information about:

- Regulation 6, Rule 3 implementation.
- The Wood Smoke Reduction Incentive Program that was developed to help Bay Area homeowners and landlords replace their wood-burning heating devices with cleaner options.
- The Winter Spare the Air campaign which highlights changes to the wood burning rule, publicizes the benefits of replacing old fireplaces and continue to focus on the localized health impacts from wood smoke.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Wayne Kino