

# South Bay Cities Council of Governments

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**SBCCOG Board of Directors' Meeting**  
**Thursday, November 21, 2019 @ 6:00 pm**  
**Katy Geissert Civic Center Library**  
**3301 Torrance Blvd.**  
**Torrance, Ca. 90503**

To assure a quorum, if you or your alternate representative *cannot* attend the meeting, please contact  
SBCCOG Executive Director Jacki Bacharach @ 310-377-8987.  
PLEASE NOTE: YOU CAN ALSO FIND SBCCOG AGENDAS ON OUR WEB SITE - [www.southbaycities.org](http://www.southbaycities.org)

The Board of Directors, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Written materials distributed to the Board within 72 hours of the Board meeting are available for public inspection immediately upon distribution in the SBCCOG/SBESC office at 20285 Western Avenue, Torrance, CA90501, during normal business hours.

Unless otherwise noted in the Agenda, the Public can only comment on SBCCOG related business that is within the jurisdiction of cities and/or items listed on the Agenda during the Public Comment portion of the meeting (Item #V). The time limit for comments is three (3) minutes per person. Before speaking to the Board, please come to the podium and state: Your name and residence and the organization you represent, if appropriate.

## AGENDA

- I. **CALL TO ORDER & SALUTE TO THE FLAG (6:00 PM)**  
Christian Horvath, Chair
- II. **INTRODUCTIONS**
- III. **CONFIRM POSTING OF THE AGENDA BY TORRANCE CITY CLERK**
- IV. **ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA**
- V. **COMMENTS FROM THE PUBLIC (6:05 pm)**
- VI. **CONSENT CALENDAR (6:10 pm)**  
Matters listed under Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Calendar and considered separately.
  - A. **October Board Meeting Minutes (attachment) – Approve**
  - B. **Chamber of Commerce Memberships (attachment) – Approve**
  - C. **I.T. Management Services (attachment) – Approve**
  - D. **Website Services (attachments) – Approve**
  - E. **Actions of Steering Committee since last Board meeting (attachment) – Receive and file**
  - F. **Monthly Reports – Receive and File**
    1. **South Bay Environmental Services Center Report (attachment)**
    2. **Transportation Report (attachment)**
- VII. **PRESENTATIONS – (all prepared presentations will be posted @ [www.southbaycities.org](http://www.southbaycities.org))**
  - A. **Electric Car Charging – Improving Access for Apartment-Dwellers in Carson (6:15 pm)**
    1. Jon Rodman, SBCCOG Volunteer

- B. **Voting Solutions for All People (VSAP): The Voting Experience of the Future** (6:25 pm)
  - 1. Dean Logan, Registrar-Recorder
- C. **SCAG Connect SoCal Briefing** (6:50 pm)
  - 1. Darin Chidsey, SCAG COO

VIII. **SBCCOG PROGRAM ACTION ITEMS, REPORTS AND UPDATES** (7:10 pm)

- A. South Bay Fiber Network
  - 1. Work Order #1 for the Construction of the Ring (*attachment*) – **Approve**
- B. Office Move
- C. Senior Services
- D. Homeless Services
- E. Ad Hoc Finance Committee
- F. General Assembly
- G. Other

IX. **TRANSPORTATION REPORTS**

- A. Metro Report by Board member James Butts/Mike Bohlke (**7:25 pm**)
- B. Service Council Report by Ralph Franklin, Chair (*to be available at the meeting*)
- C. SBCCOG Transportation Committee by Christian Horvath - (**7:30 pm**)
  - 1. Evaluation of Measure M & R Call for Projects & Sub-Fund Transfer Option (*attachments*)

X. **AGENCY REPORTS** (7:45 pm)

**NOTE: Oral reports will only be made to clarify or amplify written attachments**

**Attachments received**

- A. Air Quality Management District (Judy Mitchell, Joe Buscaino, Janice Hahn & Denny Shaw) (*attachment*)
- B. SCAG & Committees (*attachments*)
  - 1. Energy and Environment (Judy Mitchell, Jim Osborne)
  - 2. Transportation (Dan Medina, James Gazeley, Drew Boyles)
  - 3. Community, Economic, & Human Development (Frank Zerunyan & Mark Waronek)
  - 4. Regional Council (Judy Mitchell, Dan Medina, James Gazeley)
- C. South Bay Workforce Investment Board (Chris Cagle) (*attachment*)

**No Attachments received**

- D. League of California Cities & LA Division Legislative Committee (Bea Dieringer & Jeffrey Kiernan)
- E. Santa Monica Bay Restoration Commission (Bill Brand/Jeff Duclos)
- F. Stormwater Funding
  - 1. CCCA/LCC Stormwater Funding Options Committee (Hany Fangary & Milton Herring)
- G. South Bay Association of Chambers of Commerce (Olivia Valentine)
- H. South Bay Aerospace Alliance (Olivia Valentine/Rodney Tanaka)
- I. KHRH (Hawthorne Airport) Committee re: Community Impacts (Olivia Valentine)
- J. California Association of Councils of Governments - CALCOG (Britt Huff)

XI. **UPCOMING EVENTS & ANNOUNCEMENTS**

January 31      **LCC/SBCCOG/SBACC Meet and Greet for Legislators**

XII. **ADJOURNMENT**

**Next Board meeting - Thursday, January 23, 2020**  
**@ Redondo Beach Library**  
**HAPPY HOLIDAYS!!**



**X: Inactive (missed last 3 meetings in a row)**  
**Inactive Membership is automatically re-instated by attending a meeting**

**SBCCOG MEETINGS: ATTENDANCE 2019**

City	May - 19	Jun - 19	Jul - 19	Aug - 19	Sept - 19	Oct - 19	Nov - 19
<b>Carson</b>	Hicks		Hicks	Hicks			
<b>El Segundo</b>	Boyles	Boyles				Pimentel	
<b>Gardena</b>		Medina	Medina	Medina	Medina	Medina	
<b>Hawthorne</b>	Valentine	Valentine	Valentine	Valentine	Valentine Monteiro	Valentine	
<b>Hermosa Beach</b>	Fangary		Massey	Massey		Massey	
<b>Inglewood</b>	Franklin	Franklin				Franklin	
<b>Lawndale</b>	Suarez Pullen-Miles	Suarez Osborne Pullen-Miles	Suarez	Suarez	Suarez	Suarez	
<b>Lomita</b>	Gazeley	Gazeley	Gazeley	Gazeley	Gazeley		
<b>Los Angeles</b>	X	X	X	X	X	X	X
<b>Manhattan Beach</b>		Hadley	Stern			Stern	
<b>Palos Verdes Estates</b>	Kao	Kao	Kao		Lozzi	Kao	
<b>Rancho Palos Verdes</b>	Alegria	Alegria Cruikshank	Cruikshank	Alegria	Alegria		
<b>Redondo Beach</b>	Horvath	Horvath	Horvath	Horvath	Horvath	Horvath	
<b>Rolling Hills</b>	Dieringer		Dieringer	Dieringer	Dieringer	Dieringer	
<b>Rolling Hills Estates</b>	Huff Zerunyan	Huff Zuckerman	Huff	Huff	Huff Mitchell	Huff	
<b>Torrance</b>		Rizzo Herring	Rizzo		Rizzo	Rizzo	
<b>County of Los Angeles-2<sup>nd</sup> District</b>		Johnson		Johnson	Johnson		
<b>County of Los Angeles- 4<sup>th</sup> District</b>		LaMarque		LaMarque		LaMarque	

<b>Number of Active Agencies</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>15</b>	<b>17</b>
<b>Quorum Required (50% +1)</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>8</b>	<b>9</b>
<b>Number of Agencies Attending</b>	<b>12</b>	<b>14</b>	<b>13</b>	<b>12</b>	<b>11</b>	<b>13</b>	

**SOUTH BAY CITIES COUNCIL OF GOVERNMENTS  
THURSDAY, OCTOBER 24, 2019  
REDONDO BEACH MAIN LIBRARY  
303 PACIFIC COAST HIGHWAY, REDONDO BEACH, CA 90277**

**I. CALL TO ORDER**

Chair Horvath called the SBCCOG Board of Directors meeting to order at 6:06pm.

**II. INTRODUCTIONS**

**In attendance were the following voting elected officials:**

Chris Pimentel, El Segundo	Kenny Kao, Palos Verdes Estates
Dan Medina, Gardena	Christian Horvath, Redondo Beach
Olivia Valentine, Hawthorne (6:20 arrival)	Bea Dieringer, Rolling Hills
Justin Massey, Hermosa Beach	Britt Huff, Rolling Hills Estates
Ralph Franklin, Inglewood	Geoff Rizzo, Torrance
Bernadette Suarez, Lawndale (6:34 arrival)	Jennifer LaMarque, SD-2 (6:15 arrival)
Hildy Stern, Manhattan Beach	

**Also, in attendance were the following persons:**

Kanasha Pompey, Carson	David Daigle, American Dark Fiber
Paul Samaras, El Segundo	Ivy Daulo, US Census Bureau
Amanda Acuna, Gardena	Pilar Diaz, US Census Bureau
Jacob Haik, LA CD-15	Shaun Miller, EcoMotion
Meaghan Truman, Manhattan Beach	Ted Flanigan, EcoMotion
Brianna Rindge, PVE	Avery Palmer, Solar Foundation
Ara Mihranian, RPV	Ray Tahir, TECS Environmental
Elaine Jeng, Rolling Hills	Jacki Bacharach, SBCCOG
Jonatan Barrera, Torrance	Kim Fuentes, SBCCOG
Kim Turner, Torrance Transit	Steve Lantz, SBCCOG
Arnie Saebs, Los Angeles	David Leger, SBCCOG
Sarah Patterson, SCAG	Natalie Champion, SBCCOG
Jeff Kiernan, League of CA Cities	Grace Farwell, SBCCOG
Chris Cagle, SBWIB	Karen Kanda, SBCCOG Volunteer

**III. CONFIRM POSTING OF THE AGENDA BY THE CITY OF TORRANCE**

Jacki Bacharach confirmed that the agenda was properly posted in the City of Torrance.

**IV. ANNOUNCEMENTS OF ANY CHANGES TO THE AGENDA**

Ms. Bacharach announced that Item B of the consent calendar was not received from the County in time for the meeting. The Board will be asked to approve the scope of work that is included in the agenda packet and allow the Steering Committee to approve the contract documents.

**V. PUBLIC COMMENT**

No public comment received.

**VI. CONSENT CALENDAR**

- A. September Board Meeting Minutes (attachment) – Approved**
- B. ~~Contract~~ SCOPE OF WORK with Los Angeles County for SBCCOG Compensation for Homeless Services Coordination (attachment) – Approved**
- C. Subcontract with PATH for SBCCOG Compensation for Homeless Services Coordination (attachment) – Approved**
- D. Torrance Energy Efficiency Services Payment (attachment) – Approved**
- E. Actions of Steering Committee since last Board meeting (attachment) – Received and Filed**
- F. Status of Legislation of Interest to SBCCOG (attachment) – Received and Filed**
- G. Monthly Reports – Receive and Filed**
  - 1. South Bay Environmental Services Center Report (attachment)**

2. **Transportation Report** (*attachment*)
3. **Service Council Report by Ralph Franklin, Chair** (*attachment*)

**MOTION** by Board Member Huff, seconded by Board Member Medina, to **APPROVE** the Consent Calendar. No objection. So ordered.

## **VII. PRESENTATIONS**

### **A. Recognition of SolSmart cities and SBCCOG achievements**

Mr. Palmer, Communications Director at the Solar Foundation provided a brief overview of the organization, explaining that it is a nonprofit that is dedicated to advancing the use of solar and solar-compatible technologies around the world and noted that it helps oversee SolSmart, a program funded through the US Department of Energy. SolSmart aims to streamline requirements at the local level to encourage solar development. EcoMotion, one of SolSmart's Los Angeles-area advisors, worked hand-in-hand with SBCCOG and city staff to certify eight cities and the SBCCOG as "SolSmart Designated" entities. The cities of Carson, El Segundo, Gardena, Manhattan Beach, Rancho Palos Verdes, and Torrance were designated SolSmart Gold. Hawthorne and Palos Verdes Estates were designated SolSmart Silver, and Redondo Beach was previously designated SolSmart Bronze. The SBCCOG also became the first regional organization in California to earn the SolSmart Gold designation. EcoMotion representatives Mr. Flannery and Mr. Miller briefly touched on the work accomplished by the cities and thanked the staff for their hard work.

Board Members and staff were invited up to receive their plaques and to take photos.

### **B. Status on the 2020 Census**

Ms. Daulo and Ms. Diaz provided an update on the status of the 2020 census. They reviewed reasons why the census data is important such as redistricting, re-apportionment of congressional seats, federal funding distribution, and more. They also touched on the various ways in which you can participate in the census, including the first ever online submittal process, as well as census worker outreach efforts to reach those communities that historically have low response rates. For more detail, the presentation is available online at: [http://southbaycities.org/sites/default/files/board\\_directors/meeting/PRESENTATION\\_Census%202020.pdf](http://southbaycities.org/sites/default/files/board_directors/meeting/PRESENTATION_Census%202020.pdf)

### **C. Impact of City Win Over the State Water Boards**

Mr. Tahir presented an update on the City of Gardena's litigation on MS4 Permits. The court ruled in favor of Gardena/Duarte over the State Water Boards. The court set aside the MS4 Permit pending the water boards reconsideration of the court's order. More detail is available in the full presentation available here: [http://southbaycities.org/sites/default/files/board\\_directors/meeting/PRESENTATION\\_Impact%20Gardena%20lawsuit%20102419.pdf](http://southbaycities.org/sites/default/files/board_directors/meeting/PRESENTATION_Impact%20Gardena%20lawsuit%20102419.pdf)

## **VIII. SBCCOG PROGRAM ACTION ITEMS, REPORTS AND UPDATES**

### **A. South Bay Fiber Network**

1. **Letter of Commitment for SBCCOG to join the South Bay Fiber Network** (*attachment*) – **Approved**
2. **Master Services Agreement with America Dark Fiber** (*available [here](#)*) – **Approved**
3. **Advance payment with Inglewood** (*available [here](#)*) – **Approved**

Chair Horvath explained that these items were handed out in a separate packet and can be voted on separately or together. Board Members indicated they would like to vote on them separately.

Ms. Bacharach explained that the first item is the letter of commitment which states that the SBCCOG is committed to connecting its new Park Del Amo office to the network. Each agency joining the network was asked to fill out the same letter.

Ms. Bacharach went on to provide a background on the Master Services Agreement (MSA). The MSA required significant legal review and was not ready upon printing of the agenda packets. Copies of the MSA were passed around. Ms. Bacharach explained that the SBCCOG's legal counsel was unable to provide feedback on the agreement in time and that Chair Horvath utilized the services of Redondo Beach's legal counsel (pro bono) to review the MSA. The MSA between the SBCCOG and American Dark Fiber (ADF) will last 15 years and is the agreement that details the terms. Cities will enter into separate agreements with Race Communications that cover the level of service they are subscribing to. Prices are able to be negotiated every 3 years and will be reduced by 5% automatically upon \$57,000 in monthly subscriptions. Should ADF default,

the SBCCOG would have first right to identify a replacement operator. The SBCCOG is ineligible to operate the network due to PUC regulations. Cities will also be offered the opportunity to own the lateral connections to their facilities.

The final document is a low-interest loan agreement with the City of Inglewood. This agreement was needed because the MSA details the payment structure for the project as 3 payments of approximately \$800,000. This is more than the SBCCOG is able to cover, and Metro was unwilling to facilitate an alternative to a reimbursement process, so Board Member Franklin offered the City of Inglewood's assistance. The City will provide the SBCCOG a low-interest loan to pay SBFN invoices. Upon reimbursement from Metro, the SBCCOG will repay the funds to the City.

Board Member Dieringer expressed her concerns with some of the terms of the MSA and noted that she was not going to be able to approve it at this meeting. She asked if there was additional time to have each city's legal counsel review the agreement. Chair Horvath added that Redondo Beach used the services of Richard, Watsons & Gershon (RWG) to review the agreement for the city and the SBCCOG. RWG also represents other SBCCOG cities.

**MOTION** by Board Member Dieringer, seconded by Board Member Rizzo, to table the item until the next meeting.

Board Members Suarez, Rizzo, and Medina expressed similar concerns as Board Member Dieringer.

Chair Horvath asked what window of time the SBCCOG has if the MSA is not approved tonight. Ms. Bacharach and Mr. Daigle explained that there really is not much time left to approve the MSA because the contractors have been holding their prices for almost a year. If the project does not move forward now, the prices will be redone and will likely be significantly higher.

**SUBSTITUTE MOTION** by Board Member Franklin, seconded by Board Member Valentine, to **APPROVE** the Master Services Agreement. Yays: Stern, Huff, LaMarque, Horvath, Massey, Kao, Pimentel, Valentine, and Franklin. Nays: Medina, Rizzo, Dieringer. Abstentions: Suarez. Motion passed. So ordered.

**MOTION** by Board Member Franklin, seconded by Board Member Valentine, to **APPROVE** the Letter of Commitment. No objection. So ordered.

**MOTION** by Board Member Franklin, seconded by Board Member Valentine, to **APPROVE** the Advance Payment Agreement with the City of Inglewood. No objection. So ordered.

**B. Office Move (attachments) – Approved**

Ms. Bacharach reported that Councilmember Buscaino and Jacob Haik have facilitated use of a suite in their San Pedro office building. This space will be available to the SBCCOG at no cost until the Park Del Amo office is ready. Ms. Bacharach noted that the space is not large enough for meetings but is large enough for most if not all SBCCOG staff. SBCCOG staff is continuing to prepare information on furniture lists (to keep/potential purchases). Tonight's approval will be for a not to exceed amount for moving services as recommended by the Steering Committee.

**MOTION** by Board Member Franklin, seconded by Board Member Valentine, to **APPROVE** Steering Committee recommendation to move forward with moving costs not to exceed \$11,000. No objection. So ordered.

Ms. Bacharach went on to discuss the potential additional space that is being considered. This space is the space that was considered earlier this year and would have been subleased to other agencies. Since the lease was signed, the SBCCOG has received additional funding and may need to consider bringing on additional staff. The space currently being built out is only large enough for current SBCCOG staff. Between the time this item was presented to the Steering Committee and now, SBCCOG staff learned that the building is being sold and the new owner is unable to rent the additional space at a rate less than \$2.65/sf due to loan processing. The main SBCCOG space is leased at \$2.35/sf. The new owner has offered to provide 6 additional weeks of free rent for the entire space, which is equal to cost difference between \$2.35 and \$2.65/sf over the term of the lease. The Board is being asked for approval to move forward.

Board Member Franklin expressed concern over the additional expense considering the SBCCOG is trying to keep its finances in order. Ms. Bacharach noted that the majority of the rent is funded through the grants and contracts, not city dues.

Board Member Dieringer asked why the space was needed and why the original 4000sf space is not enough. Ms. Bacharach explained that although the SBCCOG is downsizing, it's also adding in a Board room to the space. This limits the available space for staff.

Board Member Franklin added that if the SBCCOG gets this space and considers subleasing down the road, it would be better to get the space now.

**MOTION** by Board Member Franklin, seconded by Board Member Kao, to **APPROVE** the additional space. No objection. So ordered.

**C. Regional Housing Needs Assessment**

Chair Horvath explained that SCAG has made a minor change to the formula. The RHNA sub-committee at SCAG approved the item with the Chair breaking the tie vote. It is now going to the Regional Council on November 7<sup>th</sup>. Ms. Patterson added that the Connect SoCal (Long Range Transportation Plan) is also going before the Regional Council on November 7<sup>th</sup> to start the comment period.

**D. Senior Services**

Ms. Bacharach reported that Rolling Hills Estates, Inglewood, and Hermosa Beach are in the process of applying for AARP "age-friendly" designation. The SBCCOG is exploring funding opportunities to assist cities in applying as well as exploring an age-friendly regional designation. The League of Women Voters is helping in the cities of Hawthorne and Inglewood. Board Member Huff urged Board Members to consider starting the process and told them to contact Grace Farwell at the SBCCOG to learn more about the process.

**E. Homeless Services**

Ms. Bacharach informed the Board that there is a new supportive housing project being built in SD-2 for seniors. She and Ms. Farwell are arranging a visit. Ms. Bacharach also announced that the County will be giving the SBCCOG over \$730,000 to either increase housing and/or focus on enhancing LA County services. The funding has to be used by June 2021, but likely won't be available until early 2020. There will be a discussion at the November 6<sup>th</sup> Homeless Services Committee on what to do with the funding. Initial ideas include a senior home sharing service aimed at preventing those seniors at risk of becoming homeless from becoming homeless. Board Member Valentine urged a large regional project be considered. Board Member Massey added that there should also be consideration for a shelter being built.

Chair Horvath, Ms. Farwell, and a Torrance staff member will be participating in a LACHI panel discussion on city issues surrounding Measure H.

**F. Slow Speed/Local Travel Network**

Ms. Bacharach reported that SBCCOG staff is currently meeting with each city to go over what the project means in their city and to hear any comments/concerns.

**G. Caltrans Sustainability Grant**

SBCCOG staff submitted the grant application to Caltrans. The project would start flushing out the SBCCOG's neighborhood centers concept and how it could work.

**H. Other – no other updates.**

**IX. TRANSPORTATION REPORTS**

**A. Metro Report**

Mr. Lantz reported the following from the Metro Board:

- 1) Metro has funding available to assist with five state ATP project applications. There will also be a follow-up LA County round of funding if a city's project is not funded at the state level.
- 2) Approved proceeding into the EIR phase for the North San Fernando Bus Rapid Transit project.
- 3) An update was given on Metro's homelessness efforts on buses/trains.

**B. SBCCOG Transportation Committee**

**1. Sub-Regional Sales Tax Sources for Transit Capital Funding (attachment)**

Mr. Lantz reminded the Board that applications for Measure R and M highway and potential transit projects are due October 31<sup>st</sup>. The November 14<sup>th</sup> Transportation Committee will have a substantial discussion on the item and list of projects. Ms. Bacharach explained that Measure R allows for a once-a-decade transfer of funds from highway to transit (or vice versa). The SBCCOG is considering requesting Metro transfer funds from the Measure R South Bay Highway Program to a transit program. Ms. Bacharach also explained that there is a Measure M Sub-Regional Equity Program which is \$130M for the South Bay. The SBCCOG Board will likely be asked by the City of Inglewood to consider requesting the Metro Board accelerate those funds to be used for the Centinela Avenue Grade Separation for the Crenshaw/LAX Rail Line.

Mr. Lantz continued to explain that project applications will help determine the magnitude of the potential transfer as well as highlight highway projects that may be jeopardized if too much funding is transferred.

**X. AGENCY REPORTS**

**NOTE: Oral reports are only made to clarify or amplify written attachments. All reports that were submitted or handed out are available online here: <http://southbaycities.org/committees/board-directors/board-directors-meeting-56>**

**A. League of California Cities & LA Division Legislative Committee (attachment)**

Mr. Kiernan added to his report that the State Auditor released a city fiscal health dashboard on their website.

**B. South Coast Air Quality Management District (attachment)**

**C. SCAG & Committees (attachment)**

**D. Santa Monica Bay Restoration Commission – No report given.**

**E. Stormwater Funding**

1. CCCA/LCC Stormwater Funding Options Committee – No report given.

**F. South Bay Association of Chambers of Commerce (attachment)**

**G. South Bay Aerospace Alliance – No report given.**

**H. KHHR (Hawthorne Airport) Committee re: Community Impacts**

Board Member Valentine handed out her report and added that the City of Hawthorne received a grant to do an airport noise survey.

**I. South Bay Workforce Investment Board**

Mr. Cagle thanked the Chair for allowing him to provide a verbal report and indicated he'll submit a written report for the next meeting. Mr. Cagle handed out copies of the Flexible Workplaces Study that was conducted with help from the SBCCOG. Board Member LaMarque added that the Board of Supervisors will be honoring the SBWIB for their BioFlex apprenticeship program.

**J. California Association of Councils of Governments – No report given.**

**XI. UPCOMING EVENTS & ANNOUNCEMENTS**

November 21: Annual SBCCOG/SBESC Volunteer Recognition Reception

January 31: LCC/SBCCOG/SBACC Legislative Meet and Greet

**LaMarque (SD-4):** Inaugural Veterans Day event at the Veterans Coliseum

**Huff (Rolling Hills Estates):** Peninsula Holiday Parade on December 7<sup>th</sup>

**Medina (Gardena):** Veterans Day event at City Hall

**Franklin (Inglewood):** Requested that the meeting be adjourned in reference and support to those families being affected by the wildfires

**Kao (Palos Verdes Estates):** Thanks to the SBCCOG staff for facilitating the Boring Company tours

**Massey (Hermosa Beach):** Beach Cities Toy Drive is starting

**Horvath (Redondo Beach):** Halloween event at Riviera Village; Veterans Day celebration at Veterans Park; Holiday Boat Parade in early December

**XII. ADJOURNMENT**

Chair Horvath closed the meeting with a moment of silence for those families affected by the wildfires as suggested by Board Member Franklin and adjourned the meeting at 8:16 pm to Thursday, November 21, 2019 at 6:00 pm at the Katy Geissert Library in Torrance.

David Leger  
Assistant Board Secretary



# South Bay Cities Council of Governments

November 21, 2019

TO: SBCCOG Board of Directors  
FROM: Jacki Bacharach, Executive Director  
RE: Recommendation for Chamber of Commerce Memberships

## Adherence to Strategic Plan:

*Goal B: Regional Advocacy.* Advocate for the interests of the South Bay.

## BACKGROUND

Last year, the SBCCOG joined 14 Chambers of Commerce in the South Bay at a cost of \$2,767. Joining the recommended Chambers is helpful to the implementation of the SBCCOG's Green Business Assist and Green Business Certification programs and our water and waste partner contracts. We also enlist the Chambers to support our advocacy positions, grant applications, and more.

Due to memberships expiring at varying times throughout the fiscal year, SBCCOG staff is recommending Board approval now to maintain membership in the 14 Chambers of Commerce of which the SBCCOG is currently a member, at a cost of \$2,782. This action will authorize payment of memberships that become due throughout the remainder of FY19-20. In the spring of 2020, SBCCOG staff will provide a recommendation for the FY 20-21.

See Exhibit A for a breakdown of membership dues for each Chamber of Commerce.

## RECOMMENDATION

Recommend Board approval to join the following Chambers of Commerce for the FY19-20 year at a cost of \$2,782.

- South Bay Association of Chambers of Commerce
- Carson Chamber of Commerce
- El Segundo Chamber of Commerce
- Gardena Chamber of Commerce
- Hawthorne Chamber of Commerce
- Hermosa Beach Chamber of Commerce
- Inglewood Chamber of Commerce
- Los Angeles Gateway Chamber of Commerce
- Manhattan Beach Chamber of Commerce
- Palos Verdes Peninsula Chamber of Commerce
- Redondo Beach Chamber of Commerce
- San Pedro Chamber of Commerce
- Torrance Chamber of Commerce
- Wilmington Chamber of Commerce

*Prepared by David Leger*

**South Bay Chamber Membership Renewals FY19-20**

<b>Name</b>	<b>Member in 2018-19 (Y/N)</b>	<b>2019-2020 Dues</b>
Carson Chamber of Commerce	Y	\$200.00
El Segundo Chamber of Commerce	Y	\$285.00
Gardena Valley Chamber of Commerce	Y	\$270.00
Hawthorne Chamber of Commerce	Y	\$125.00
Hermosa Beach Chamber of Commerce	Y	\$75.00
Inglewood/Airport Area Chamber of Commerce	Y	\$300.00
LA Gateway Chamber of Commerce	Y	\$100.00
Manhattan Beach Chamber of Commerce	Y	\$272.00
Palos Verdes Peninsula Chamber	Y	\$300.00
Redondo Beach Chamber of Commerce	Y	\$255.00
San Pedro Chamber of Commerce	Y	\$200.00
Torrance Chamber of Commerce	Y	\$300.00
Wilmington Chamber of Commerce	Y	\$100.00
South Bay Association of Chambers of Commerce	Y	\$0.00
<b>Total for recommended memberships</b>		<b>\$2,782.00</b>

# South Bay Cities Council of Governments

November 21, 2019

TO: SBCCOG Board of Directors

FROM: Jacki Bacharach, SBCCOG Executive Director  
Chandler Shields, SBCCOG Staff

SUBJECT: I.T. Managed Service Provider for SBCCOG

## Adherence to Strategic Plan:

*Goal D: Organizational Stability.* Be a high performing organization with a clear path to long-term financial health, staffing continuity, and sustained board commitment.

## **BACKGROUND**

SBCCOG's contract with its current I.T. managed services provider, SugarShot, concludes on January 31, 2020. These services maintain an operational and secure office I.T. environment while troubleshooting software and device issues for staff. The term of the agreement was three years, at a monthly rate of \$2,445.00. Prior to this agreement, SugarShot (then CSG) transitioned SBCCOG's I.T. system databases into the cloud (Microsoft Office 365) in 2016.

SBCCOG staff has also identified two enhancements needed in addition to the current suite of services provided by SugarShot: 1) reinforced email security in consideration of recent fraudulent emails in our system, and 2) file back-up in the cloud beyond the existing Microsoft servers to ensure the safety of the organization's digital assets and records.

## **ANALYSIS**

SBCCOG staff researched vendors for a new contract term that supports the Microsoft Office 365 environment with the additional needed enhancements. SugarShot, along with 2 other vendors submitted the attached proposals—Prosum (current client list and references include cities of Hermosa Beach, El Segundo, Palos Verdes Estates, and Rancho Palos Verdes, Beach Cities Health Districts, and West Basin MWD) and SHARP (current client list and references include Kola 99.9, JVS SoCal (non-profit), PKL Services, Inc., and Pauma Band of Mission Indians (government agency)). It is important to note that the SBCCOG's I.T. service needs are on par with those of a small business or non-profit.

To provide comparative proposals, SBCCOG staff requested costs that cover current staffing needs and devices in the following categories: managed user and device support (Help Desk); security/performance monitoring and I.T. network support; and file back-up. Rates are based on the number of users and devices. Below is a summary of the total costs by vendor:

<b>Firm</b>	<b>Monthly Rate</b>	<b>One-Time Costs</b>
SugarShot*	\$ 3,158.00	\$ 499.00
Prosum	\$ 2,890.00	\$ 5,000.00
SHARP	\$ 1,001.00**	\$ 2,640.00

*\*Note: SugarShot's proposal includes three separate month costs which have been totaled. Since SugarShot is SBCCOG's current vendor, they will not charge for on-boarding/transition but require a one-time cost to set up file back-up.*

*\*\* Note: SHARP's monthly rate in the quote is listed at \$1,319.75 which allows for future staff growth. In conjunction with SHARP the amount has been reduced by \$318.75 for comparisons with other vendors.*

There are additional taxes and fees for each vendor based on various as needed services such as onboarding new employees, on-site trouble shooting, and implementation of new software solution. These costs are not included in the table above as they are potential future services and the specifics are unknown at this time. SBCCOG staff is proposing a cushion of \$4,000.00 for these services.

SHARP's service package is comparable and related costs are significantly less. SHARP was purchased by Foxconn (company that assembles iPhones) in 2016. In 2018, after the acquisition of Pink Hat, they enhanced their managed I.T. services within their industry portfolio (in addition to making screens, displays, printer/copiers, etc.). Leveraging the resources from Foxconn, they have become a serious cost competitor in the I.T. managed services market. SBCCOG checked all of SHARP's references and they provided positive feedback regarding customer service, software/hardware expertise, and problem solving. JVS SoCal, a workforce development non-profit that collaborates with SBWIB, has contracted with SHARP's I.T. managed services and originally worked with Pink Hat for several years before its 2018 acquisition. JVS is currently expanding the scope of SHARP's services to more than 125 employees.

SBCCOG staff is recommending SHARP because the vendor is capable of supporting the organization's modest operation as well as potential for growth. Their cost proposal is within the approved 2019-2020 SBCCOG Budget. With their competency being comparable to the other vendors at a significantly lesser cost, staff believes that SHARP is the best solution for SBCCOG's I.T. managed service.

### **RECOMMENDATION**

Recommend Board approval the following in a total amount not to exceed \$42,676:

- 3-year agreement with SHARP not to exceed a monthly rate of \$1,001.00
- Budget for on-boarding/transition with SHARP in an amount not to exceed \$2,640.00
- Contingency for potential needed services through 2023 in an amount not to exceed \$4,000.00
- Future years' staff growth will be handled through the annual budget process



## **South Bay Environmental Services Center Managed Network Services Proposal**

**Prepared By:**  
**Derbie Anton, Sharp Business Systems of Southern California**

**Proposal Date:** 11/5/2019  
**Contract Effective Date:** 12/1/2019

**Prepared For**

Chandler Shields  
 South Bay Environmental Services Center  
 20285 S Western Ave Ste 100  
 Torrance, California 90501  
 (714) 540-9737

**Effective Date:**  
**12/1/2019**

**Contract Length**  
**3 Year**

**Prepared By**

Derbie Anton  
 SBS Southern California (Santa Ana)  
 4 Hutton Centre, Suite 590  
 Santa Ana, CA 92707  
 888-258-2802

### Schedule #1

#	Item Type	Item #	Description	Qty.	Billing	Price	Extended Price
1	Desktop Services	MNS-DMSD-BH	Desktop Management with Business Hour Help Desk (Business Hour Helpdesk, Microsoft Patching, Endpoint Protection License and Management, Monthly Report)	12	Monthly	\$ 45.00	\$ 540.00
2	Desktop Services	MNS-DM	Desktop Management (Microsoft Patching, Endpoint Protection License and Management, Monthly Report)	7	Monthly	\$ 13.00	\$ 91.00
3	Other Monthly Services	O365BE	Office 365 Business Essentials	14	Monthly	\$ 5.00	\$ 70.00
4	Other Monthly Services	O365BP	Office 365 Business Premium	14	Monthly	\$ 12.50	\$ 175.00
5	Other Monthly Services	BEC	Barracuda Essentials Complete	20	Monthly	\$ 6.25	\$ 125.00
6	Project Labor	Labor	Professional Services	16	One Time	\$ 165.00	\$ 2,640.00
7							
8							
9							
10							
						<b>Total Per Hour Price</b>	<b>\$ -</b>
						<b>Total Monthly Price</b>	<b>\$ 1,001.00</b>
						<b>Total Annual Price</b>	<b>\$ -</b>
						<b>Total One Time Price</b>	<b>\$ 2,640.00</b>

**Comments**

Customer Authorizing Signature

Date

Sharp Authorizing Signature

Date

We offer onsite technical support between 8:00AM and 5:00PM on standard work days at a rate of \$165 per hour plus a travel fee of \$50 will apply for each incident.

# Statement of Work

## Desktop Management with Business Hour Help Desk

### 1. Microsoft Patch Management

Research and test patches released from Microsoft. Each patch is installed in a test environment to see if there are any performance problems. The patches that are approved are then whitelisted.

### 2. 3rd Party Patching

In addition to Microsoft patches, management of the patches for the software below is included.

Adobe Acrobat, AIR, Flash, Reader, Shockwave, Apple iTunes, QuickTime, Mozilla Firefox, Java Development Kit, Runtime Environment

### 3. Endpoint Protection (Anti-Virus and Anti-malware) Software Management

Anti-Virus/anti-malware software is included, which protects machines against viruses and attacks, as well as malware, rootkits and unwanted spyware.

The maintenance of this application is included, including correcting corrupted installations and identification of endpoints with disabled protection.

### 4. Endpoint Protection (Anti-Virus and Anti-malware) Definitions

The endpoint protection is kept up to date with definitions to keep the software up to date and catch infections.

### 5. Executive Reports

Reports for (3) months at a time are provided on a quarterly basis during the Quarterly Business Review.

### 6. Asset & Inventory Reports

Track desktop hardware and software to easily identify what machines are out of warranty. Also provides ability to track software changes if users install rogue software. This is provided quarterly during the Quarterly Business Review.

### 7. Remote Problem Resolution/ Remote Control Access

Remote access is available for a technician to remote in to work on the issue at the billable rate.

Remote Access can be given to specified users.

### 8. Desktop Performance Monitoring

Monitoring of the hard drive, CPU, and RAM

### 9. Help Desk for Business Hour (8am-6pm)

Service Desk will take calls from end users on issues with their desktops and most popular desktop and software applications.

Support Windows and MAC OS, as well as do limited mobile Support. Mobile Support from the Service Desk will be for e-mail applications, troubleshoot or help configure to device. Basic administrative tasks such as add/delete/modify users.

(See the detail of coverage in the section of Service Desk Service Level)

## Statement of Work (Continued)

Desktop Management - No Help Desk support included

### 1. Microsoft Patch Management

Research and test patches released from Microsoft. Each patch is installed in a test environment to see if there are any performance problems. The patches that are approved are then whitelisted.

### 2. 3rd Party Patching

In addition to Microsoft patches, management of the patches for the software below is included.

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Monitoring of the hard drive, CPU, and RAM



## Statement of Work (Continued)

### BARRACUDA ESSENTIALS COMPLETE DESCRIPTION

- \* Cloud-to-cloud Office 365 backups, including Exchange, OneDrive, SharePoint, and Groups
- \* Email filtering and Advance Email Threat Protection, including content filtering, virus scanning, spam scoring, real-time intent analysis, URL link protection, reputation checks, and Barracuda Central 24x7 threat operations center
- \* Email archiving & encryption

## Statement of Work (Continued)

- Remove current Agents from all covered PC's and Servers
- Remove Anti-Virus from all covered PC's and Servers
- Install all Agents to all covered PC's and Servers
- Install Webroot Anti-Virus to all covered PC's and Servers
- Install Malwarebytes to all covered PC's and Servers
- Install LogMeIn Pro to all covered PC's and Servers
- Setup Windows Patch and Update Schedule According to clients' needs
- Move management of O365 portal from previous provider to Sharp
- Deploy Barracuda solution
- Address security policies
- Perform any additional changes required to provide support
- Train users in support procedures

## Statement of Work (Continued)

### Scope of Services for Service Desk

- Supported Software and Hardware
- Supported Services
- Additional Services
- Scope Limitations
- Processing Client Requests

### Service Level Options

Service Desk offers 24 x 7 support 365 days per year including holidays. Service Desk support hours will vary based on the service level you choose. All service levels are offered on a per Customer basis.

Service Level	Hours
Business Hours	8:00 am to 6:00 pm
After Hours Only	5:00 pm to 9:00 pm
24 x 7 Coverage	24 Hours

1. Service Desk is available for sites that are using Elite Server Care.
2. All hours are based on your client's local time zone.
3. Business Hours are available to North American-based partners only. All other international partners may only select 24 x 7 Coverage.
4. 24 x 7 Coverage is for single shift workers who need extra support during off hours such as nights, weekends, and holidays. 24 x 7 Coverage is per end-client and does not apply to use of a single machine shared by multiple shifts.

### Contacting the Service Desk

Chat: Icon in the System Tray by the time

Client Toll-Free Telephone Number: 1-866-520-6414

Email: [MNSSupport@SharpUSA.com](mailto:MNSSupport@SharpUSA.com)

# Statement of Work (Continued)

## Supported Software and Hardware

Service Desk supports numerous commonly used desktop software products, many of which are listed below. As discussed later, Service Desk also offers more limited support for line of business and proprietary applications. Service Desk fully supports desktops, laptops, thin clients, and printers, and provides more limited support for tablets, smart phones, and local networks.

### Desktop Operating Systems

- Microsoft Windows 7
- Microsoft Windows 8 & 8.1
- Microsoft Windows 10
- Mac OS X 10.8 (Mountain Lion)
- Mac OS X 10.9 (Mavericks)
- Mac OS X 10.10 (Yosemite)
- Mac OS X 10.11 (El Capitan)
- MacOS 10.12 (Sierra)

### Desktop Applications

- Microsoft Office 2010
  - Microsoft Office 2013
  - Microsoft Office 2016
    - \*Includes Word, Excel, Powerpoint, Access
  - Microsoft Outlook 2010/2013
  - Microsoft Windows Mail App
  - Microsoft Office 365
  - Google Apps
- 0

### Browsers

- Internet Explorer 7 and above
- Mozilla Firefox
- Google Chrome
- Safari

### Thin Client and Virtual Desktop Interface (VDI) Support

- Citrix
- Microsoft Terminal Server

## Statement of Work (Continued)

### Supported Services

Service Desk responds to a wide range of end-user requests. Although our Service Desk supports new user and equipment set-ups as well as other desktop projects, our first priority is to resolve high priority incidents that impede an existing client's ability to work. Therefore, we divide our services into two primary categories – Real-Time and Desktop Project Requests.

#### Real-Time Requests

Real-time requests include high priority problem resolution as well as common administrative tasks and client inquiries. These requests are handled immediately by Service Desk technicians and worked to resolution. Because there are so many types of Real-Time Requests, it is useful to organize them into three categories: (1) High Priority Problems, (2) Administrative Tasks, and (3) Application Support.

#### (1) High Priority Problems

High priority problems severely impede a client's ability to work. In some cases, multiple users may be affected. Examples include:

- **Email or application crashed or not functioning properly**
- **Printing issues**
- **Database connectivity issues**
- **File and folder access problems**
- **General hardware failures**
- **Computer performance problems**
- **Virus and malware infections\***
- **Network connectivity failures\*\***

In certain cases, we may recommend performing the work at night so that the client and their workstation is not tied up during business hours. For example, if the client is experiencing moderate performance problems or has a minor virus or malware problem, we will coordinate with the client to schedule the diagnosis and remediation after working hours. When difficult server-related problems are identified, the Service Desk will engage with NOC which specializes in server troubleshooting and remediation.

\* The Service Desk will scan and remove viruses/malware from individual workstations. Where a more widespread infection exists, the Field Technician may need to visit to resolve the problem. Note that sites with network infections often require workstations to be physically disconnected from the network to prevent re-infection during clean-up, in which case the NOC's ability to assist is constrained.

\*\* The Service Desk is prepared to resolve limited network problems. The Service Desk will attempt to isolate a network problem and direct the client to power-cycle attached devices such as a local router as necessary. The Service Desk does not change network configurations, nor does it provide support for troubleshooting or power-cycling network gear found in server rooms or data centers.

## Statement of Work (Continued)

### (2) Administrative Tasks

The Service Desk responds immediately to Administrative Tasks such as those listed below. As described under Project Requests, more complex administrative tasks such as new workstation setups are not performed real time. Administrative tasks include:

- Single user account and group creation
- Mailbox and distribution list creation
- Password resets and unlocking of domain accounts
- File/folder permission changes
- Microsoft Outlook profile set-ups
- Mobile device email setup and configuration, and email, contact and calendar sync troubleshooting
- File and Folder Restores - Microsoft Shadow Copy and VERITAS/Symantec Backup Exec 8.0 and above only

### (3) Application Support

Application Support includes Common Desktop Applications and Line of Business and Proprietary Applications. All Service Desk technicians are fully trained in Common Desktop Applications, however, they are generally not familiar with Line of Business and Proprietary Applications. Therefore, we approach support for each of these differently.

#### (3.1) Common Desktop Applications

Common Desktop Applications are listed in Supported Software and Hardware. The Service Desk provides in-depth troubleshooting and assistance for these applications and draws on a wide range of resources to ensure comprehensive support including use of our Knowledgebase, partner Notes, and web searches. Although the Service Desk does not provide end-user training, technicians will assist users with simple application questions such as how to print from a specific application or add a signature block to an email.

#### (3.2) Line of Business and Proprietary Applications

Line of Business and proprietary applications are supported using our Knowledge Base as well as partner Notes. Our Knowledge Base contains an extensive repository of knowledge articles for Level 1 and limited Level 2 support for numerous third-party applications such as QuickBooks. Technicians do not search the web or call or ticket third-party vendors.

## Statement of Work (Continued)

### Desktop Project Request

Desktop Project Requests are those requests which can be anticipated and thus scheduled in advance and require extended time, generally 20 minutes or more, to address. Project requests will be performed after hours when the client is not using their workstation. We will make best efforts to complete project requests no later than 6:00 a.m. of the client's local time zone on the day following the request, but in any event, no more than 24 hours from the time of request. Examples of project requests include:

- New computer set-ups and configurations
- Network printer set-ups requiring configuration of the printer and multiple end-user workstations
- New user set-ups involving multiple application installations
- User terminations involving more than two password disables and/or multiple software removals or any email archiving or transfers
- Complex desktop software installations
- Any request involving 3 – 5 workstations, e.g., installing software across multiple workstations, configuring multiple workstations for a new network printer\*

\* Requests involving more than 5 workstations are beyond the Service Desk scope and it requires additional project work and fee to fulfill these requests as desired.

When a client calls the Service Desk for a Project Request, the Service Desk will collect the necessary information, create a ticket and assign it to the NOC. To complete the project, the workstations must remain on and connected to the client's network throughout the night. Additionally, the necessary credentials need to be informed before the work.

### Scope Limitations

Service Desk delivers a wide range of service to your clients and is committed to delivering superior service at all times. To ensure that our technicians are able to provide fast, effective service, there are a few services that we do not provide which are important to keep in mind.

- Support for PCs without an agent (other than thin client and VDI environments)
  - If a client calling from home has a work workstation with an agent, the Service Desk will assist with work connectivity problems (for example, a VPN connection), but does not support any other home PC issues.
- Network Device Management/Configuration (Firewalls, Routers, Switches, etc.)
- Hardware-related issues (Hard Disk, Memory, Power Supply, etc.); all hardware and/or equipment failures or related issues are not covered by Service Desk. It may be covered by manufacture warranty or require additional cost.
- For all hardware that is covered by a manufacturer's warranty, it will be the sole responsibility of the customer to contact the provider for break/fix resolution. In the event that a technician is dispatched for onsite service and the hardware is found to be covered by a manufacturer's warranty, appropriate fees for the technician's travel and service will apply. Regardless of warranty status, there will be no additional charge if the problem can be fixed remotely by the Helpdesk.
- ISP outages
- Hardware/Software/ISP vendor ticketing and management
- Application "How To" training
- Any request involving more than 5 workstations

## Statement of Work (Continued)

### Processing Client Requests

#### Chat & Telephone

Chats and calls are answered in the order in which they are received. If all technicians are busy the caller will be placed on hold in the call queue and will be transferred to a technician as soon as one becomes available.

The Service Desk will create or update a ticket for each call received, whether the issue is in or out of scope. For requests in scope, the Service Desk technician will attempt to work the issue to resolution. If there is a need for further investigation, the Service Desk will follow up with the caller once the investigation has been completed. When additional support is needed or the call is for a Project Request, the Service Desk will assign the ticket to the appropriate resource.

#### Emails

The Service Desk can receive service requests via email and will create tickets for new requests. Emails are processed in the order received, however, they should be limited to low priority issues as there can be up to a twenty-four hour response time.

For those requests requiring client interaction, a technician will contact the client within six hours of email receipt. For Desktop Project Requests and other requests that can be completed without client interaction, the email will be acknowledged within six hours. Desktop Project Requests will be completed by the next morning or within 24 hours as discussed above.

**For email requests to be processed, the following information must be included in the body of the email:**

- Requester's full name
- Client company name
- Call-back number(s)
- Detailed description of the issue

If this information is not in the email request such that the client cannot be determined from the return address, the Service Desk will be unable to create a ticket or contact the client so no further action can be taken.

#### Tickets

For Tickets created by Client, it is important to understand that no matter what priority is set, all tickets are handled in the order received.

Incoming tickets will be placed in the Service Desk ticket queue and the client will be contacted within six hours.



## Statement of Work (Continued)

### Client Call-Backs and Other Service Desk Outreach

The Client Contact Table describes when and how the Service Desk will proactively reach out to your clients and how no-contact situations will be handled. Outbound calls placed from the Service Desk will have a Caller ID of 866-520-6414 and will display “Technical Support”. If there is no answer, the technician will leave a voicemail asking for the client to call the Service Desk at 866-520-6414.

<b>Client Contact Table</b>	
<b>Scenario</b>	<b>Service Desk Actions</b>
<p>Service Desk needs to reach client to initiate work on an email or ticket, or</p> <p>Service Desk began work on a call, but needed to conduct further research offline and is now ready to re-start work</p>	<ul style="list-style-type: none"> <li>• Make 2 call attempts within 3 days using up to 2 available numbers per attempt (office, mobile) – voice messages are left</li> <li>• If client doesn’t respond, Service Desk sends an email to client "We tried to reach you" and will not call back client further</li> </ul>
<p>Service Desk completes work without client on phone (e.g., an email or Project Request)</p>	<ul style="list-style-type: none"> <li>• Service Desk emails the client indicating the work is complete and invites reply or call back if the client is not fully satisfied</li> <li>• If no further client contact within 2 – 3 days, Service Desk will not contact the client further</li> </ul>
<p>Service Desk is unable to complete scheduled work (e.g., AV scan scheduled after hours, Desktop Project Requests)</p> <p>NOTE: Occurs, for example, when workstations are not online and connected to the network or credentials are missing or invalid</p>	<ul style="list-style-type: none"> <li>• Service Desk emails the client informing them of the problem and indicating they will try again the following night</li> <li>• If the second attempt is unsuccessful, Service Desk will not contact the client further</li> </ul>
<p>Client stops work during a call with a Service Desk Technician (e.g., they must go to a meeting)</p>	<ul style="list-style-type: none"> <li>• If the technician can continue to work the ticket without the client on the phone, they will do so</li> <li>• Otherwise, no further action will be taken unless the client calls back</li> <li>• If no call-back is received within 3 days, Service Desk will not contact the client further</li> </ul>

# Master Client Services Agreement

## Sharp Business Systems

This Master Client Services Agreement (this "Agreement") is between Sharp Electronics Corporation, a New York corporation, doing business as Sharp Business Systems, that maintains an office at 4 Hutton Centre, Suite 590 Santa Ana, CA 92707 ("Company"), and South Bay Environmental Services Center, a JPIA that maintains an office for business at 20285 S Western Ave Ste 100 Torrance, California 90501 ("Client"). The Agreement shall be effective as of the latest date of the signatures of the parties below ("Effective Date"). The parties agree as follows:

- 1) **SCOPE OF SERVICES.** Company agrees to assist Client with information technology and hosting services as set forth in Schedule 1, and as set forth in one or more applicable statements of work (each, a "Statement of Work") that may be executed from time-to-time by both parties under this Agreement (collectively, the "Services"). To be effective, each Statement of Work (if any) shall reference this Agreement and, when executed by both parties, shall automatically be deemed a part of, and governed by the terms of, this Agreement. Each Statement of Work is enforceable according to the terms and conditions contained therein, and in the event of a direct conflict between the language of this Agreement and any Statement of Work, the language of the Statement of Work shall control, but only with respect to that particular Statement of Work. Company shall perform all Services in accordance with the relevant standard practices for the managed service provider industry, as well as those service levels explicitly described in any relevant Statement of Work.
- 2) **PAYMENT.** Unless otherwise stated in a statement of work, Payment is due within ten (10) calendar days from the date Client receives an invoice for Services from Company. For prepaid fees or fees paid pursuant to a service plan, payment must be made in advance of work performed, unless other arrangements are agreed upon in Schedule 1 or a relevant Statement of Work. Late payments shall be subject to interest on the unpaid invoice amount(s) until and including the date payment is received, at the lower of either 1.5% per month or the maximum allowable rate of interest permitted by applicable law. Client shall be liable for all reasonable attorneys' fees as well as costs incurred in collection of past due balances including but not limited to collection fees, filing fees and court costs. TIME IS OF THE ESSENCE IN THE PERFORMANCE OF ALL PAYMENT OBLIGATIONS BY CLIENT.
- 3) **AUTHORIZED CONTACT PERSON.** Client shall designate one or more authorized contact person(s) (each, an Authorized Contact") with whom Company will conduct Service-related communications. Client's initial Authorized Contact(s) is/are: Chandler, Brooke Likewise, Client may designate one or more Authorized Contact(s) with respect to individual Statements of Work. Each Authorized Contact shall be a point of contact for Company, and shall be authorized to provide, modify and approve on Client's behalf, work direction, Statements of Work, and Change Orders. Client understands and agrees that Company shall be permitted to act upon the direction and apparent authority of each Authorized Contact, unless and until Company receives written notice from Client (as described below) that an Authorized Contact is no longer authorized to act on Client's behalf. If during the Term of this Agreement, Client wishes to add or remove an Authorized Contact, or modify an Authorized Contact's information or authority, Client must notify Company in writing of the change(s) including (in the event of the addition of an Authorized Contact) the Authorized Contact's name, address, email address and telephone number.
- 4) **ACCESS TO PREMISES:** To the extent that Services are performed on Client's premises ("Premises"), Client hereby grants to Company the right of ingress and egress over the Premises and further grants Company a license to provide the Services described in any Statement of Work within the Premises. To the extent that Services are provided to Client on property other than the Premises, it shall be Client's responsibility to secure, at Client's own cost, prior to the commencement of any Services, any necessary rights of entry, licenses, permits or other permission necessary for Company to provide Services at such location(s). Client shall provide Company with any passwords or keys (virtual or otherwise) that Company requires in order to provide the Services to Client. Company shall not be liable for delay in performance or nonperformance of any term or condition of this Agreement directly or indirectly resulting from Client's denial to Company of full and free access to Client's systems and components thereof, or Client's denial to Company of full and free access to Client's personnel or Premises pursuant to this Agreement.
- 5) **WARRANTIES; LIMITATIONS OF LIABILITY**
  - a) Any third party products provided to Client pursuant to this Agreement, including but not limited to third party hardware, software, peripherals and accessories (collectively, "Third Party Products") shall be provided to Client "as is". Company shall use reasonable efforts to assign all warranties (if any) for the Third Party Products to Client, but will have no liability whatsoever for such third party products. All Third Party Products are provided WITHOUT ANY WARRANTY WHATSOEVER as between Company and Client, and Company shall not be held liable as an insurer or guarantor of the
  - b) Company assumes no liability for failure of equipment or software or any losses resulting from such failure.
  - c) Client warrants and represents that it shall not use any systems or processes made available by Company to Client for any purposes or activities that violate the laws of any jurisdiction, including the sending of unsolicited, bulk commercial email (i.e., SPAM).
  - d) IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY SPECIAL, INDIRECT, EXEMPLARY OR CONSEQUENTIAL DAMAGES, OR FOR LOST REVENUE, LOSS OF PROFITS, SAVINGS, OR OTHER ECONOMIC LOSS ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, ANY STATEMENT OF WORK(S) OR ANY SERVICES PERFORMED OR PARTS SUPPLIED HEREUNDER, ANY LOSS OR INTERRUPTION OF DATA, TECHNOLOGY OR SERVICES, OR FOR ANY BREACH HEREOF OR FOR ANY DAMAGES CAUSED BY DELAY IN FURNISHING SERVICES UNDER THIS AGREEMENT OR ANY STATEMENT(S) OF WORK EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. EACH PARTY'S AGGREGATE LIABILITY TO THE OTHER FOR DAMAGES FROM ANY AND ALL CAUSES WHATSOEVER AND REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT OR NEGLIGENCE, SHALL BE LIMITED TO THE AMOUNT OF THE AGGRIEVED PARTY'S ACTUAL DIRECT DAMAGES NOT TO EXCEED THE AMOUNT OF FEES PAID BY CLIENT TO COMPANY FOR THE SERVICES DURING THE THREE (3) MONTHS IMMEDIATELY PRIOR TO THE DATE ON WHICH THE CAUSE OF ACTION ACCRUED. IT IS UNDERSTOOD AND AGREED THAT THE COSTS OF HARDWARE OR SOFTWARE (IF ANY) PROVIDED TO CLIENT UNDER THIS AGREEMENT SHALL NOT BE INCLUDED IN THE CALCULATION OF THE
- 6) **INDEMNIFICATION.** Each party (an "Indemnifying Party") hereby agrees to indemnify, defend and hold the other party (an "Indemnified Party") harmless from and against any and all loss, damage, cost, expense or liability, including reasonable attorneys' fees, (collectively, "Damages") that arise from, or are related to the grossly negligent acts or omissions, or intentional wrongful misconduct, of the Indemnifying Party and/or the Indemnifying Party's employees or subcontractors, and from any Damages arising from or related to the Indemnifying Party's uncured, material breach of this Agreement. The Indemnifying Party further agrees to indemnify, defend, save and hold harmless the Indemnified Party, its offices, agents and employees, from all Damages arising out of any alleged infringement of copyrights, patent rights and/or the unauthorized or unlicensed use of any material, property or other work in connection with the performance of the Services; provided however, that such Damages are the direct result of the Indemnifying Party's actions and not due to the Indemnified Party's fault, in whole
- 7) **COPYRIGHTS AND OTHER INTELLECTUAL PROPERTY.** Each party (a "Creating Party") owns and retains all intellectual property rights in and to all of the Creating Party's works of authorship, including but not limited to all plans, software or software modifications developed by the Creating Party, and all modules derived or created from such materials (collectively, "Creating Party's IP"). The Creating Party's IP may not be distributed or sold in any form or manner without the express written consent of the Creating Party. During the term of this Agreement, Client may use and modify any intellectual property provided to Client by Company pursuant to this Agreement, provided that such modifications (i) do not result in or cause the infringement of any intellectual property rights of any third party, (ii) do not require Client to reverse engineer Company's intellectual property, and (iii) do not negatively impact the security or integrity of any of Company's equipment, or the integrity or implementation of the Services. Each party's limited right to use the other party's intellectual property as described herein automatically terminates upon the termination of this Agreement.
- 8) **TERM AND TERMINATION**
  - a) **Term.** This Agreement shall remain in effect for a period thirty six (36) months beginning on the Effective Date, and shall at its expiration and the expiration of any renewal term, automatically renew for an additional twelve (12) months at then current rates unless either party gives written notice to terminate not less than sixty (60) but not more than one hundred and eighty (180) days prior to the expiration of any term then in effect.
  - b) **Consent.** The parties may mutually consent, in writing, to terminate this Agreement or any Statement of Work at any time.
  - c) **Default.** In the event that one party (a "Defaulting Party") commits a material breach of this Agreement or a Statement of Work, the non-Defaulting Party shall have the right, but not the obligation, to terminate immediately this Agreement or the relevant Statement of Work provided that (i) the non-Defaulting Party has notified the Defaulting Party of the specific details of the breach in writing, and (ii) the Defaulting Party has not cured the default within fifteen (15) days following receipt of written notice from the non-Defaulting Party.
  - d) **Equipment Removal.** Upon termination of this Agreement for any reason, Client shall provide Company with access, during normal business hours, to Client's premises (or any other locations at which Company-owned equipment is located) to enable Company to remove all Company-owned equipment from such premises (if any).
  - e) **Transition.** In the event this Agreement is terminated for any reason whatsoever, all Client data held by Company shall be returned to the Client in a commercially reasonable manner and time frame, not to exceed thirty (30) calendar days following the date of request of the return of such data by Client. In the event that Client requests Company's assistance to transition to a new service provider, Company shall do so provided that (i) all fees due and owing to Company under this Agreement are paid to Company in full prior to Company providing its assistance to Client, and (ii) Client agrees to pay Company its then-current hourly rate for such assistance, with upfront amounts to be paid to Company as agreed upon between the parties. Company shall have no obligation to store or maintain any Client data in Company's possession or control beyond thirty (30) calendar days following the termination of this Agreement. Company shall be held harmless for and indemnified by Client against any and all claims, costs, fees, or expenses incurred by either party that arise from, or are related to, Company's deletion of Client data beyond the time frames described in this Section.
  - f) **Impact.** Termination of a Statement of Work shall not act as a termination of any other Statement of Work or as a termination of this Agreement as a whole. Termination of this Agreement, however, shall act as a termination of all Statements of Work then pending, unless the parties agree otherwise in writing.
  - g) **No Liability:** Unless expressly stated in this Agreement, neither party shall be liable to the other party or any third party for any compensation, reimbursement, losses, expenses, costs or damages (collectively, "Damages") arising from or related to, directly or indirectly, the termination of this Agreement for any reason, or for Damages arising from or relating to Company's disclosure of information pursuant to any valid legal request to which Company is required to comply. This waiver of liability shall include, but shall not be limited to, the loss of actual or anticipated profits, anticipated or actual sales, and of expenditures, investments, or commitments in connection with such party's or any third party's goodwill or business.

# Master Client Services Agreement

## Sharp Business Systems

**9) UPTIME; REMEDIES**

- a) **Uptime** . Company shall use commercially reasonable efforts to ensure that the Services are available to Client on a 99% monthly average basis ("Uptime"), except during Scheduled Downtime (defined below), or due to client-side downtime (described below) or when outages or issues occur due to a force majeure event.
- b) **Scheduled Downtime** . For the purposes of this Agreement, Scheduled Downtime shall mean those hours, as determined by Company but which shall not occur between the hours of 8 AM and 6 PM Monday through Friday without Client's authorization or unless exigent circumstances exist, during which time Company shall perform scheduled maintenance or adjustments to its network. Company shall use commercially reasonable efforts to provide Client with at least forty-eight (48) hours of notice prior to scheduling Scheduled Downtime.
- c) **Client-Side Downtime** . Notwithstanding any provision to the contrary, Company shall not be responsible for any delays or deficiencies in the Services to the extent that such delays or deficiencies are caused by Client's action or omissions. In the event that such delays or deficiencies occur, Company shall be permitted to extend any relevant deadline as Company deems necessary to accommodate
- d) **Remedies; Limitations** . If Company fails to meet its Uptime commitment on ten (10) or more occasions over the course of a three (3) contiguous month period, Client shall have the right to terminate this Agreement for cause by providing Company with thirty (30) days written notice of termination, with no further liability to Company whatsoever. The remedies contained in this paragraph and those in Section 8(c) above, are in lieu of (and are to the exclusion of) any and all other remedies that might otherwise be available to Client for Company's failure to meet any service level during the
- e) **Exemption** . The parties acknowledge and agree that for the first thirty (30) days following the Effective Date, the Uptime commitment described in this Section shall not apply to Company, it being understood that there may be unanticipated downtime or delays due to Company's initial startup activities with Client.

**10) MISCELLANEOUS**

- a) **Assignment** . This Agreement or any Statement of Work may not be assigned or transferred by Company without the prior written consent of the Client, which shall not be unreasonably withheld. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their legal representatives, and permitted successors and assigns. Notwithstanding the foregoing, Company may assign its rights and obligations hereunder to a successor in ownership in connection with any merger, consolidation, or sale of substantially all of the assets of the business of a party, or any other transaction in which ownership of more than fifty percent (50%) of either party's voting securities is transferred; provided such assignee expressly assumes the assignor's obligations hereunder.
- b) **Amendment** . No amendment or modification of this Agreement or any Statement of Work (including any schedules or exhibits) shall be valid or binding upon the parties unless such amendment or modification specifically refers to this Agreement, is in writing, and is signed by one of the Designated Contacts of each party.
- c) **Time Limitations** . The parties mutually agree that any action for breach of or upon a matter arising out of this Agreement or any Statement of Work must be commenced within one (1) year after the cause of action accrues or the action is forever barred.
- d) **Severability** . If any provision hereof or any Statement of Work is declared invalid by a court of competent jurisdiction, such provision shall be ineffective only to the extent of such invalidity, illegibility or unenforceability so that the remainder of that provision and all remaining provisions of this Agreement or any Statement of Work shall be valid and enforceable to the fullest extent permitted by applicable law.
- e) **Other Terms** . Company shall not be bound by any terms or conditions printed on any purchase order, invoice, memorandum, or other written communication between the parties unless such terms or conditions are incorporated into a duly executed Statement of Work. In the event any provision contained in this Agreement is held to be unenforceable in any respect, such unenforceability shall not affect any other provision of this Agreement, and the Agreement shall be construed as if such an unenforceable provision or provisions had never been included in this Agreement.
- f) **No Waiver** . The failure of either party to enforce or insist upon compliance with any of the terms and conditions of this Agreement, the temporary or recurring waiver of any term or condition of this Agreement, or the granting of an extension of the time for performance, shall not constitute an Agreement to waive such terms with respect to any other occurrences.
- g) **Merger** . This Agreement, together with any Statement(s) of Work, sets forth the entire understanding of the parties and supersedes any and all prior agreements, arrangements or understandings related to the Services, and no representation, promise, inducement or statement of intention has been made by either party which is not embodied herein. Any document that is not expressly and specifically incorporated into this Agreement or Statement of Work shall act only to provide illustrations or descriptions of Services to be provided, and shall not act to modify this Agreement or provide binding contractual language between the parties. Company shall not be bound by any agents' or employees' representations, promises or inducements not explicitly set forth herein.
- h) **Force Majeure** . Company shall not be liable to Client for delays or failures to perform its obligations under this Agreement or any Statement of Work because of circumstances beyond its reasonable control. Such circumstances include, but shall not be limited to, any acts or omissions of any governmental authority, natural disaster, act of a public enemy, acts of terrorism, riot, sabotage, disputes or differences with workmen, power failure, communications delays/outages, delays in transportation or deliveries of supplies or materials, acts of God, or any other events beyond the reasonable
- i) **Non-Solicitation** . Client acknowledges and agrees that during the term of this Agreement and for a period of one (1) year following the termination of this Agreement, Client will not, individually or in conjunction with others, directly or indirectly solicit, induce or influence any of Company's employees or subcontractors to discontinue or reduce the scope of their business relationship with Company, or recruit, solicit or otherwise influence any employee or agent of Company to discontinue such employment or agency relationship with Company. In the event that Client violates the terms of the restrictive covenants in this Section 10(i), the parties acknowledge and agree that the damages to Company would be difficult or impracticable to determine, and agree that in such event, as Company's sole and exclusive remedy therefore, Client shall pay Company as liquidated damages and not as a penalty an amount equal to fifty percent (50%) percent of that employee or
- J) **Insurance** . Company and Client shall each maintain, at their own expense, all insurance reasonably required in connection with this Agreement or any Statement of Work, including but not limited to, workers compensation and general liability with a limit not less than \$1,000,000 per occurrence. The required insurance coverage shall be issued by an insurance company duly authorized and licensed with the following minimum qualifications in accordance with the latest edition of A.M. Best's Insurance Guide: Financial Stability B+ to A+.
- k) **Governing Law; Venue** . This Agreement and any Statement of Work shall be governed by, and construed according to, the laws of the State of New Jersey. Client hereby irrevocably consents to the exclusive jurisdiction and venue of the federal and state courts in Essex and Bergen Counties, in the State of New Jersey, for any and all claims and causes of action arising from or related to this Agreement. THE PARTIES AGREE THAT THEY WAIVE ANY RIGHT TO A TRIAL BY JURY for any and all claims and causes of action arising from or related to this Agreement.
- l) **No Third Party Beneficiaries** . The Parties have entered into this Agreement solely for their own benefit. They intend no third party to be able to rely upon or enforce this Agreement or any part of this Agreement.
- m) **Usage in Trade** . It is understood and agreed that no usage of trade or other regular practice or method of dealing between the Parties to this Agreement shall be used to modify, interpret, supplement, or alter in any manner the terms of this Agreement.
- n) **Business Day** . If any time period set forth in this Agreement expires on a day other than a business day in Bergen County, New Jersey, such period shall be extended to and through the next succeeding business day in Bergen County, New Jersey.
- o) **Notices** . Where notice is required to be provided to a party under this Agreement, such notice shall be deemed delivered upon receipt by the receiving party, or refusal of delivery, when deposited in the United States Mail, first class mail, certified or return receipt requested, postage prepaid, or one (1) day following delivery when sent by FedEx to the addresses set forth in the opening paragraph of this Agreement, or to such other address as the parties may designate from time to time.
- p) **Independent Contractor** . Each party is an independent contractor of the other, and neither is an employee, partner or joint venturer of the other.
- q) **Subcontractors** . Company may subcontract or delegate part or all of the Services to one or more third parties.
- r) **Counterparts** . The parties may execute and deliver this Agreement and any Statement of Work in any number of counterparts, each of which shall be deemed an original and all of which, when taken together, shall be deemed to be one agreement. Each party acknowledges and agrees that this Agreement is intended to be executed and transmitted to the other party via electronic means. Accordingly, a party may execute and deliver this Agreement (or any Statement of Work) electronically (e.g., by digital signature and/or electronic reproduction of a handwritten signature), and the receiving party shall be entitled to rely upon the apparent integrity and authenticity of such signature for all purposes.
- s) **Export** . Client will comply with applicable import, export control and economic sanction laws and regulations, including those of the United States, that prohibit or restrict the export, re-export, or transfer of products, technology, services or data, directly or indirectly, to certain sanctioned countries and users, and for certain prohibited end uses, including, but not limited to, nuclear facilities, space or missile systems, and weapons systems (whether chemical, biological, or otherwise). Client agrees to comply with all such laws, regulations, orders, and policies.

The terms and conditions of the **Master Client Services** apply in full to the services and products provided under the Statement of Work. **IN WITNESS THEREOF**, the parties hereto each acting with proper authority have executed this Statement of Work, under seal.

**AGREED AND ACCEPTED**

Date: \_\_\_\_\_  
**Sharp Business Systems**  
 By: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Position: \_\_\_\_\_

Date: \_\_\_\_\_  
 Client: \_\_\_\_\_  
 By: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Position: \_\_\_\_\_

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# South Bay Cities Council of Governments

November 21, 2019

TO: SBCCOG Board of Directors  
FROM: SBCCOG Steering Committee  
SUBJECT: Managed Services & Support for Websites

## Adherence to Strategic Plan:

*Goal D: Organizational Stability.* Be a high performing organization with a clear path to long-term financial health, staffing continuity, and sustained board commitment.

## **BACKGROUND**

SBCCOG's contract with its current website's managed services and support provider, CivicConnect, concludes on January 12, 2020. These services entail hosting, security patching, and maintenance of custom modules. The term of the agreement was three years paid upfront (\$15,300). Prior to the agreement, CivicConnect (then CRG) had been contracted through a bid process to redesign the websites in 2012.

CivicConnect is not interested in renewing this agreement nor working to support the SBCCOG's website in the future because they have changed their scope of services. As a result, the SBCCOG must transition its website's assets from CivicConnect to a new hosting environment.

## **ANALYSIS**

Considering the increased demand on staff time due to the new office move as well as a desire to develop a new look for the SBCCOG website which may require redesign, the SBCCOG staff would like to postpone the process for selecting a new vendor to replace CivicConnect. In the interim, the SBCCOG will need assistance to support the website on an as needed basis along with services to help with the transition.

SBCCOG staff explored options for addressing this immediate need, researching firms that can provide services on an as needed basis and found that most firms require a minimum contract timeframe. One exception was Kalanea Group, LLC. In addition, Kalanea staff includes former CivicConnect employees who specialize in website managed services and support for the SBCCOG's current platform. Their familiarity with the SBCCOG's website (having worked on it in the past) and rapport with current CivicConnect staff make Kalanea Group, LLC ideal for facilitating this transition.

Kalanea Group, LLC has submitted a scope of services with a regular hourly rate of \$95/hour (and an emergency rate of \$125) (see attached scope/agreement). Additionally, they recommend that SBCCOG take ownership of the hosting for its website (not leave it in the hands of a managed service provider as it is now) to enhance the organization's autonomy over its website's assets. SBCCOG staff is currently reviewing website hosting options such as GoDaddy and Amazon Web Services. Prices for hosting are between \$50 and \$200 per month based on the SBCCOG current amount of website content.

### **TIMETABLE FOR TRANSITION & WEBSITE FUTURE**

SBCCOG staff envisions this transition to take place between November 2019 through January 2020. The website will continue to need support (security patching and maintenance of custom modules) while the prospects of a redesign and a long-term managed services agreement will be addressed by SBCCOG staff after the General Assembly in March 2020. SBCCOG staff is estimating 2-3 hours a month based on historical need (2 hours at regular rate \$95 and 1 hour at emergency rate \$125). Budgets for these services are estimated for not to exceed amounts based on historical website service hours.

### **RECOMMENDATION**

SBCCOG Board approve the following:

- Budget not to exceed \$2,850 (or 30 hours) one-time cost for Kalanea Group, LLC to transition SBCCOG websites into a new hosting environment
- Direct SBCCOG staff to select hosting provider with a budget not to exceed \$200/month for ongoing hosting costs
- Budget not to exceed \$315.00/month (approximately 2-3 hours) for as-needed managed and emergency services for SBCCOG websites

# Website Support

## *South Bay Cities Council Of Governments*

**DELIVERED ON:**

**November 6, 2019**

**SUBMITTED BY:**

**KALANEA GROUP**

## Migration Scope

Kalanea Group will install new Drupal system and migrate South Bay Cities Council of Governments (SBCCOG) and South Bay Environmental Services Center (SBESC) websites as they are configured currently to a new hosting provider. Kalanea Group will also assist in finding 3rd party hosting vendor if needed.

Table below is estimated hours for website migration to 3<sup>rd</sup> party hosting environment at hourly rate of \$95/hour.

Tasks	Hours	Total
Project Management	2 to 3	\$190 to \$285
Download and verify backup files for two sites. Also review documents provided with previous developer.	2 to 3	\$190 to \$285
Work with client for 3rd party hosting vendor to setup two sites	4	\$380
Drupal installation/configuration and restore two sites	15 to 17	\$1,425 to \$1,615
Test/QA new site and DNS changes	2 to 3	\$190 to \$285
<b>Estimated Total Hours</b>	<b>25 to 30 hours</b>	<b>\$2,375 to \$2,850</b>

## Migration Timeframe

Current estimates is based on completion of the migration within 6 weeks of signed agreement.

To meet this deadline, the client needs to:

- Select and Signup for 3<sup>rd</sup> party hosting environment on timely manner.
- Provide access to current Drupal installation files and database.
- Provide documentation for current setup for any custom modules.
- Have access to DNS to make final changes.



# Ongoing Support

After site launch all none emergency support work will be provided month to month as needed basis on hourly rate of \$95/hour.

# Payments & Assumptions

## PAYMENTS

\$1,200 required to start project

Remaining due after site launch

## ASSUPMTIONS

- Hosting will provided by 3<sup>rd</sup> party and client can contact them directly if needed.
- Project start date will be from date of the first payment.
- 3rd party fees not included including hosting and Google, etc.
- After site launch all support work will be provided month to month as needed basis on hourly rate of \$95/hour.
- For any emergency support hourly rate will be billed at \$125/hour that requires response time within 24 hours.

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Authorized Agent

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Artin Mirzaian, Kalanea Group, LLC

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# South Bay Cities Council of Governments

November 21, 2019

TO: SBCCOG Board of Directors

FROM: SBCCOG Steering Committee

RE: Actions of Steering Committee since last Board meeting

The Steering Committee has been delegated the authority by the Board of Directors to take action on time critical and administrative items.

In keeping with the policy approved by the Board for delegating authority to the Steering committee, the following items were approved by the Steering Committee with the requirement that the Board be informed at their next meeting. Governing Board members can ask for review and possible reconsideration of the item at the Board meeting.

At the November Steering Committee took the following actions to approve:

- Co-sponsoring and publicizing a 2020 Cannabis Seminar with Angeles Emeralds at no cost to the SBCCOG
- For the Temporary Office in San Pedro
  - Expenditure to move the Xerox Printer/Copier/Scanner in an amount not to exceed an amount of \$1,777 to accommodate the additional move (temp to new office)
  - “Ultra” Service + Phone service package at a cost of \$419.88 plus tax which will be about a \$900/month savings

Update – At the October Steering Committee, sending a letter to Metro re: administration of SBCCOG programs and invoicing was authorized but was not sent as the concerns will be addressed administratively

More information on these items is available on request.

## **RECOMMENDATION**

Receive and file

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# South Bay Cities Council of Governments

November 21, 2019

TO: SBCCOG Board of Directors

FROM: Jacki Bacharach, SBCCOG Executive Director  
Kim Fuentes, Deputy Executive Director

SUBJECT: Environmental Activities Report – October 2019

## Adherence to Strategic Plan:

*Goal A: Environment, Transportation, and Economic Development.* Facilitate, implement, and/or educate members and others about environmental, transportation, and economic development programs that benefit the South Bay.

## I. PROGRAMS - TECHNOLOGY, PLANNING, & RESEARCH

### Climate Adaptation

The CivicSpark Fellow is conducting a literature review to identify climate adaptation strategies which could be implemented by cities in the South Bay. In the coming months, the Fellow will begin meeting with cities to assist them in selecting strategies which respond to their climate vulnerabilities.

### Energy

#### Energy Efficiency Partnership Program – Southern California Gas Company (SCG)

2019 Goal: 10,000 therms      2019 Status: 0 therms installed GOAL: 0%

SBCCOG staff and the energy engineer are working with SoCalGas to finalize the project savings in the chart below. The direct install contractor is preparing the list of devices that have been installed. The energy engineer and SBCCOG staff conducted a site visit in Carson to review what has been completed. In addition, staff is working with Inglewood School District to schedule a meeting with SoCalGas and the installer for the Gas Direct Install program. It is anticipated that goals will be exceeded based on this list.

<i>Agency</i>	<i>Project</i>	<i>Therm Savings</i>	<i>Incentive</i>	<i>Comments</i>
City of Carson (12 sites)	DI Install - aerators, showerheads	TBD	TBD	verifying account numbers
City of Hawthorne (1 site)	DI Install - showerheads, pipe insulation	TBD	TBD	verifying account numbers
City of Manhattan Beach (6 sites)	DI Install - aerators, showerheads	TBD	TBD	verifying account numbers
Torrance USD	Pool heaters	TBD	TBD	Ken P. working on the application.
Torrance City Hall	Space heating boiler + controls	TBD	TBD	Project out for bid.
<b>Total Therms Identified</b>				

Energy Efficiency Partnership Program – Southern California Edison (SCE)

2019 Energy Saving Goal: 1,459,446 kWh 2019 Status: 228,755 kWh % of GOAL: 14.6%

2019 Demand Reduction Goal: 256 kW 2019 Status: 24 kW % GOAL: 8.7%

Staff continues to facilitate the park lighting projects as well as assist cities in completing streetlight projects. The SBCCOG also continues to work the Regional Energy Network and has accepted a seat on their advisory committee. The project pipeline along with the current city Energy Leader Partnership (ELP) tier levels are listed below. The SBCCOG staff continues to work to identify other funding options to support program efforts.

City	Current ELP Tier Level	Energy Efficiency Measures (EEMs)	Estimated Completion Date	Estimated kWh savings	Estimated Incentive (\$)
<i>Cities need to implement projects as soon as possible as SCE funding is continuingly in transition; however, if projects are in progress and are scheduled to be completed in 2019, SCE is committed to complete their funding obligations as long as the city also meets all of their project requirements including deadlines.</i>					
Carson	Platinum	LED Streetlights	Q4/19	588,596	\$234,752
El Segundo	Gold	LED Sports Lighters	Q4/19	733,452	\$124,687
		Exterior LED Lighting	Q4/19	184,396	\$31,347
Gardena	Gold	Exterior & Interior Lighting	Q4/19	78,125	\$13,281
Hawthorne	Platinum	Exterior LED Lighting	Q4/19	194,254	\$38,851
Hermosa Beach	Platinum	Exterior LED Lighting	Q4/19	29,574	\$5,915
Inglewood	Platinum	Chiller VFD/HVAC Controls	Q4/19	238,000	\$63,645
Manhattan Beach	Platinum	Exterior LED Lighting	Q4/19	477,067	\$81,101
		LED Sports Lighters	Q4/19	305,597	\$61,119
Palos Verdes Estates	Platinum	Streetlights (LS-1 to LS-2 conversion)	Q4/19	517,922	\$103,584
		LED Lighting	Q4/19	33,739	\$7,240
Rancho Palos Verdes	Platinum	LED LS-1 to LS-2 Conversion	Q4/19	557,976	\$240,992
Redondo Beach	Gold	Exterior LED Lighting	Q4/19	381,513	\$64,857
Rolling Hills	Gold	LED Lighting	Q4/19	42,311	\$7,193
		LED Lighting	Q4/19	9,000	N/A
Torrance	Platinum	Exterior LED Lighting	Q2/20	841,894	\$143,122
		Interior LED Lighting	Q2/20	837,954	N/A
		VFD & Pump Motor	Q4/19	172,003	\$29,240
		Interior LED Lighting	Q4/19	16,741	N/A
Total				6,240,114	\$1,250,926

SCE/SCG Strategic Plan Funding: Staff along with the energy engineer met with Carson to review benchmarking reports. A meeting is being scheduled with Torrance. At the Energy Managers Working Group meeting, this program was discussed. City staff received more training on what benchmarking is and how it can be used to increase efficiencies in their operations.

YGRENE – PACE: Proceeds from Ygrene for 2019 Q2 = \$155.93. Total since the program start in 2015 = \$8,681.62. Payment for 3rd quarter is expected in Nov 2019 and will be reported out in December.

HERO – PACE: SBCCOG continues to promote PACE financing for homeowners. Beginning this quarter, Western Riverside COG will no longer provide monthly HERO reports, but will instead issue quarterly reports. Proceeds from HERO for 2019 Q2 = \$378.16. Proceeds for 2019 Q3 will be reported out in December. Total since program start in 2014 = \$30,581.78.

SolSmart:

*Contract period is August 2018 through July 31, 2019*

*Contract goal:* SolSmart Designation for 8 South Bay Cities + SBCCOG

*Status of goal:* 5 Cities as well as the SBCCOG have Achieved Gold Designation; 4 Cities have achieved Silver Designation. GOALS COMPLETE

In the month of October, wrap-up efforts were completed. The culmination of the successful SolSmart designation of all participating cities and the SBCCOG was acknowledged during the October SBCCOG Board Meeting. Representatives from the Solar Foundation, EcoMotion (the SBCCOG Project Partner) shared an overview and highlights of the program. Board members as well as staff participated in a photo-op. Highlights and photos from the event were distributed through the SBCCOG's, EcoMotion's, and the Solar Foundation's, respective social media channels.

CA Green Business Network (CAGBN) & South Bay Green Business Assist Program (GBAP):

*(Contract period August 1, 2019 – March 2020)*

*Contract goals - City of Hawthorne:* 20 certified green businesses; *Status of goals:* 9 certified businesses

*Contract goals - City of Torrance:* 15 certified green businesses; *Status of goals:* 6 certified businesses

CAGBN – SBCCOG staff continues to assist CAGBN cities of Hawthorne and Torrance with certifying businesses and continues to conduct outreach. During the month of October, SBCCOG staff conducted 4 assessments for businesses in Hawthorne and 2 in Torrance. Appointments have been confirmed for 4 additional business assessments in November. The first progress report was prepared for each respective city. In addition, SBCCOG staff attended the statewide CA Green Business Network conference in Half Moon Bay. As businesses are certified through CAGBN, they also become GBAP participants. GBAP by city: Torrance (51), Lawndale (26), Hawthorne (33), Redondo Beach (16), El Segundo (15), Gardena (15), Carson (12), Inglewood (10), Manhattan Beach (8), Palos Verdes Estates (7), Rancho Palos Verdes (7), Hermosa Beach (5), Rolling Hills Estates (4), Lomita (3), Lennox (2), and Los Angeles County – Community of Westmont (1) for a total of 215 businesses in the program as of the end of October 2019.

**Water Conservation**

West Basin Municipal Water District Programs (West Basin) Contract year is July 1, 2019 through June 30, 2020

Task 1. Educational Outreach Support

Exhibit Events

*Contract goal:* 100 exhibit events, presentations, workshops, networking opportunities, etc.

*Status of goal:* 51 exhibit events, presentations, workshops, networking opportunities, etc. as of the month of October

Water Bottle Filling Station Program

*Contract goal:* To assist with identifying locations for stations.

*Status:* Public sites are eligible to install two (2) water bottle filling stations for the same Tax ID #

SBCCOG continues to reach out to potential sites.

Task 2. Support for Workshops & Events

Educational Classes

*Contract goal:* minimum of 5 and a maximum of 10

*Status of goal:* 4 completed

Rain Barrel Giveaway

*Contract goal:* 5

*Status of goal:* 0 completed – events start in November and continue January – April 2020

Task 3. Cash for Kitchens

*Contract goal:* target 73 commercial kitchens.

*Status of goal:* 1 water survey completed; One survey was conducted in the month of July.

No surveys were conducted in October due to West Basin revising this task.

Task 4. IRWMP & Measure W Assistance

*Contract goal:* to assist West Basin as needed, including attendance at meetings, taking notes, assisting with reports, etc.

*Status of goal:* Staff will be attending upcoming meetings

Torrance Water Contract year is July 1, 2019 through June 30, 2020

Task 1: Support for educational classes - California Friendly Landscape Training (CFLT) or Turf Removal (TR) Class and community events (This goal is dependent upon Torrance establishing classes).

*Contract goal:* as requested

*Status of goal:* 3 completed; 2 scheduled in November and December

A rain barrel event is scheduled for November 2<sup>nd</sup>.

Task 2: Cash for Kitchens

*Contract goal:* 10 new commercial kitchens; 10 follow-up site visits

*Status of goal:* 0 water surveys completed; 2 follow-up site visits completed.

Water Replenishment District of Southern California (WRD) Contract year is July 1, 2019-September 30, 2020.

Ongoing promotion of WRD programs continues through the SBCCOG's information kiosk, e-newsletters, other social media channels, and events for the month of October.

Sanitation Districts of LA County (LACSD) Contract year is July 1, 2019-June 30, 2020

*Contract goal:* 100 exhibit events, workshops, networking opportunities, etc.

*Status of goal:* 51 exhibit events, presentations, workshops, networking opportunities, etc. as of the month of October

*Contract goal:* 1 training for SBCCOG Volunteers on LACSD programs - *Status of goal:* **GOAL MET**

*Contract goal:* Schedule up to 3 Sanitation Districts-related presentations

*Status of goal:* 1 has been completed

SBCCOG staff continues to reach out to community organizations to schedule presentations.

Los Angeles Department of Water and Power (LADWP) Contract year is January 1-December 31, 2019

*Contract goals:*

- 8-12 targeted special exhibit events - *Status of goal:* 12 completed. – **GOAL MET**
- 1 training for SBCCOG Volunteers on LADWP programs - *Status of goal:* – **GOAL MET**
- 6-8 commercial kitchens to be identified for water assessments and conservation training  
*Status of goal:* 6 water surveys completed. – **GOAL MET**



The contract is moving through approvals for the 2020 contract year.

**Transportation**

Shared Mobility Program (Contract period July 1, 2019 – June 30, 2022)

*Contract goals:* 72 outreach events; 36 vanpool or rideshare meetings or events; 8 Marketing/Media Survey Engagements

*Status of goals:* 41 outreach events; 3 vanpool or rideshare meetings; 1 Survey Engagement

The SBCCOG followed-up on the City of Torrance’s Rideshare event and participated in 1 Vanpool/rideshare meeting. Additionally, the SBCCOG participated in the City of Carson’s Rideshare and Vanpool event/meeting. Work continued to design instruments and create communications strategies to support the Shared Mobility Outreach efforts. Metro Shared Mobility materials were distributed at 12 SBCCOG Outreach events. SBCCOG reached out to Metro staff for a formal briefing and “Kick-off” meeting to be held in November.

Metro Express Lanes (MEL) (Contract period Aug. 1, 2015 – Jul. 31, 2019)

In October, SBCCOG staff continued to follow-up with the Metro MEL Team on the new contract. The contract continues to make its way through Metro’s review and legal process; SBCCOG staff anticipates the new contract will be ready for SBCCOG Board approval in November.

**II. MARKETING, OUTREACH, & IMPLEMENTATION**

Workshops, Trainings, & Exchanges

The following chart provides an overview of all registration events held in October 2019:

Event Date	Event Name	No. Attended/No. of RSVPs	Marketing Info. (how did they hear about the Workshop)	Staff Lead
10/3/19	Food Waste Workshop – Manhattan Beach	15/39	Email: 35, Flyer: 2, Local Publication: 1, Other: 1	GF
10/19/19	California Friendly Landscape Class - Torrance	30/52	Email: 34, Flyer: 3, Friend or Family: 2, Website: 11, Other: 2	CW
10/30/19	Grass Replacement Class – Gardena	TBD/135	Community Organization/Event: 5, Door Hanger: 4, Flyer: 34, Newspaper: 1, Online Calendar: 4, Other Social Media: 6, Postcard: 32, SBESC Email: 29, West Basin Social Media: 3, West Basin Website: 12, Word of Mouth: 5	GF

Outreach Events

In October

- 7 community events
- 4 residential workshops
- 1 networking opportunities
- 1 business event

For the period July 1, 2019 through October 2019:

- 20 community events
- 5 business events
- 2 presentation
- 3 SCE Seminars
- 10 residential workshops
- 11 networking opportunities

## Media

Social Media (during the month of October)

- **SBCCOG** -- Totals for Social Media (SBCCOG) (top tweet – right)
  - Twitter: 236 followers total, 3,200 impressions\*
  - Facebook: 113 likes total, 282 impressions
- **SBESC** -- Totals for Social Media (top tweet – right)
  - Twitter: 548 followers total, 4,200 impressions\*
  - Facebook: 747 likes total, 513 impressions
  - LinkedIn: 131 followers total, 112 impressions

\*Impressions: the number of times a post has been viewed during the specified month

## Earned Media/Articles/Network TV

- “Hermosa Beach City School District boosts care options before, after class” – *Easy Reader* (10/18/2019) <https://easyreadernews.com/hermosa-beach-city-school-district-boosts-care-options-before-after-class/>

## Volunteer Program

Status of Program: 76.5 hours for October 2019; 2019 thus far = 1,250.89 hours; Grand total as of 10/31/19: 20,051.17 (starting April 2008)

The date for the Volunteer Recognition is **November 21**, just prior to start of the November Board of Directors meeting. All Board members are invited and encouraged to attend. Staff is seeking gifts for the volunteers from our partners. Partners have also been invited to the Volunteer Recognition.

**Top Tweet** earned 1,415 impressions

Contribute items for #homeless hygiene kits in @CityofGardena this Saturday between 9am - 12pm: [pic.twitter.com/menbRQlAsO](http://pic.twitter.com/menbRQlAsO)



**Top Tweet** earned 608 impressions

#SanPedro residents, visit us at the 3rd Annual #EcoFest this morning!  
[pic.twitter.com/YAFNMXeMln](http://pic.twitter.com/YAFNMXeMln)



# South Bay Cities Council of Governments

November 21, 2019

TO: SBCCOG Board of Directors  
FROM: Steve Lantz, SBCCOG Transportation Director  
RE: SBCCOG Transportation Update Covering October 2019

## **Adherence to Strategic Plan:**

*Goal A: Environment, Transportation and Economic Development.* Facilitate, implement and/or educate members and others about environmental, transportation and economic development programs that benefit the South Bay.

## **FEDERAL**

### **EPA Signals A Shift On Fuel Economy**

According to an October 31<sup>st</sup> Wall Street Journal article, the Environmental Protection Agency and U. S. Transportation Department are planning to require automakers to bolster fuel economy and pare tailpipe emissions by 1.5% annually after 2020, a reversal from its earlier proposal to freeze requirements through 2026.

The modest annual increase changes requirements proposed in August 2018 that would have capped mileage at a 37-mile-per-gallon fleetwide average after 2020, rather than increasing to roughly 50 mpg by 2025, as under current regulations set during the Obama administration.

At the urging of vehicle manufacturers, the Trump administration is focusing on finalizing the SAFE rule, which will deliver one national standard to the American auto market. A spokesman for the California Air Resources Board, said a federal rule that would reduce emissions 1.5% per year isn't enough for the state to meet its air quality and climate change goals.

### **Congress Eyes Increased Funds For Vision Zero Planning**

The Vision Zero Act that was introduced the House of Representatives in mid-October proposes to provide cities billions of dollars in federal transportation funding for street safety as the number of pedestrians and cyclists killed by drivers reached its highest level since 1990.

Some 36,560 people died in traffic crashes last year, according to national highway safety data, with those in cities bearing the brunt of the carnage: Pedestrian fatalities have climbed 69 percent in urban areas since 2009, while cycling fatalities have jumped 48 percent.

The bill would revise the \$287 billion Surface Transportation Bill, which expires next September, in order to make localities with Vision Zero plans eligible for almost \$15 billion in funding from Surface Transportation Block Grants, the Congestion Mitigation and Air Quality Improvement program and the Highway Safety Improvement program.

The bill would add pedestrian and bicycle safety planning projects to current eligible uses, which include bridge and tunnel restoration, recreational trails, greenways, and pedestrian and bike infrastructure such as protected bike lanes. To be eligible, cities would need to show how their Vision Zero Plans would eliminate pedestrian fatalities and injuries, educate the public about enforcement, invest equitably in low-income neighborhoods and communities of color, collaborate with local government bureaus, and develop ways to evaluate safety data to ensure success.

### **National Freight Report Highlights Growing Capacity and Road Condition Challenges**

An October 3<sup>rd</sup> report by the national transportation research firm TRIP provides a rather bleak picture of the nation's ability to cope with the explosion of e-commerce. The report notes that the nation's freight system moves 17.7 billion tons of freight on an annual basis. Freight moved annually in the United States by commercial trucks could increase 91 percent in inflation-adjusted dollar value fueled by e-commerce which is expected to grow to \$706 billion annually by 2022.

The report raises concerns that roughly 68 percent of intermodal connectors – roads that provide the “last-mile” connection between freight facilities – are congested today and 56 percent of intermodal connectors have pavements in poor condition. In addition, the report cites a U.S. Department of Transportation forecast that by 2045 the miles of major U.S. highways that are congested during peak periods will quadruple from 19,200 miles to 78,500 miles.

TRIP's report recommends: increased investment in improvements to the nation's freight system capacity and safety; greater multijurisdictional cooperation to facilitate multi-modal freight transportation projects; development of vehicle autonomy and the further automation of warehousing; and providing a permanent, adequate, and reliable revenue fix for the federal Highway Trust Fund include dedicated funding of a 21st Century freight transportation system.

## **STATE**

### **Governor Sends Mixed Messages on S. B. 1 and Climate Change Initiatives**

S. B. 1, enacted in April 2017, allocated 65% for road and bridge repairs, 20% for rail and transit, and additional funding for better truck access around ports and the state active transportation program. A June 2018 Proposition 69 was approved with the assurance that revenue raised through S. B. 1 would be solely used for transportation purposes.

On September 26<sup>th</sup>, a few days before Gov. Gavin Newsom spoke at a Climate Week summit in New York, he issued an executive order that, among other things, directed the State Transportation Agency to reprogram more than \$5 billion in annual S. B. 1 discretionary spending earmarked for construction, operations and maintenance to “help reverse the trend of increased fuel consumption and reduce greenhouse gas emissions.” Instead of widening roads, the governor ordered the agency to reduce congestion through “innovative strategies designed to encourage people to shift from cars to other modes of transportation.” Newsom directed Caltrans to “fund transportation options that ... reduce greenhouse gas emissions, such as transit, walking, biking and other active modes.”

Two weeks later, the California Department of Transportation issued a biennial report updating its Interregional Transportation Improvement Program. In it, three S. B. 1 state road widening projects on SR 46 and SR 99 in San Luis Obispo, Madera and Tulare Counties were listed for funding deletion with the note that the projects weren't ready for implementation and could presumably be programmed when ready in subsequent annual S. B. 1 allotments.

The report noted \$32.5 million in deletions plus other road project savings totaling \$61.3 million were to be held in reserve for priority rail projects and other priorities aligned with Governor Newsom's executive order. No accounting was provided to indicate whether the transfer of funding from street widening to climate action constituted a change in the percentages allocated in S. B. 1 or an annual cashflow use of the funding.

On October 12<sup>th</sup>, Governor Newsom vetoed S. B. 127 which would have required Caltrans, when undertaking a specified capital improvement project on a state highway or on a local street crossing a state highway that is funded through the State Highway Operation and Protection Program, to include new pedestrian and bicycle facilities, or improve existing facilities, as part of the project.

In his veto message, the Governor claimed he "fully" supports "improving facilities to increase walking, biking, and public transit" ... "where appropriate and feasible," but he balked at the bill's "prescriptive and costly approach despite the fact that the bill included a provision that includes an exemption process if a project is not cost effective or disproportionate to future need.

In response, the California State Transportation Agency (CTSA) issued a statement that investing in transportation infrastructure and meeting climate goals are not mutually exclusive. "That means directing available resources to projects that make the most progress toward our climate goals but not at the expense of safety, repairs and mobility relief." CTSA ended its statement by committing to develop an implementation plan for the Governor's executive order with the input and collaboration from transportation sector stakeholders, partners and the public."

### **Uber, Lyft, And DoorDash Kick Off \$90 Million Fight Against Gig Worker Law**

On October 30<sup>th</sup>, a group of drivers and couriers for Uber, Lyft, and DoorDash launched a new group called Protect App-Based Drivers and Services, aimed at passing a ballot initiative in California to counteract the effects of the state's gig worker bill (AB 5) that was enacted on September 18<sup>th</sup>. The effort is being supported by the companies, which have vowed to spend \$90 million to get the measure passed in 2020.

A.B. 5 enshrines the so-called "ABC test" for determining whether someone is a contractor or employee. Unions championed the bill throughout the legislative process, and have been at the center of the fight over gig work in California. Legal experts agree the law will make it more difficult for gig economy companies like Uber, Lyft, and DoorDash to classify their drivers and couriers as independent contractors. The companies have argued that the law represents an existential threat to their business models and that drivers are not part of the companies' core function.

The California ballot measure would ask voters to approve wages and benefits comparable to those of unionized employees while retaining the workers as independent contractors. Experts

have said there is nothing in federal or state law that precludes Uber from offering its drivers the same flexibility as employees as they have now as contractors

## **REGION**

### **LA City Looks To Improve Parking Of Dockless Scooters And Bikes**

Six months into a pilot program to allow dockless scooters and bicycles to operate in Los Angeles City, the City Council plans to work with operators to address tipped-over scooters and bikes and to study the possibility of installing corrals.

The city is looking at using corrals, which are already being tested in the Venice area, as well as geo-fencing technology and signage or symbols that designate parking locations.

Transportation officials say they are also surveying operators about the latest technology being used to detect vehicles that are tipped over and need to be picked up or repositioned. Some operators such as Bird, Lime, Lyft and SherpaLA have sensor technology to detect tipping.

LA DOT is also monitoring safety issues including underage riders, people riding e-scooters illegally on sidewalks, and injuries from collisions. Out of the 1,053 citations issued to e-scooter riders since the start of the year, 85%, or 890, are for riding on sidewalks.

### **LA's Taxis Could Soon Work A Lot Like Uber**

Taxis in Los Angeles could operate a lot more like Uber and Lyft, under new rules proposed by LADOT to the City Council's Transportation Committee on October 23<sup>rd</sup>. The proposal would place all of the city's taxis under a single, centralized dispatch system which would allow taxis to be requested by phone or with an app. And passengers would know the cost of their rides before getting into the car.

The overly-structured franchise rules for L.A. taxis compared to ride-hailing rules have been blamed for the 75 percent decline in taxi business in L. A. City since 2012. The proposed rules would also lift the cap on the number of taxis in the city and remove the requirement that they be certain colors. If ultimately approved by the city council, the new system would take effect before the end of 2020.

### **LAWA Struggles To Change Rules for Airport Pick-Ups**

On Oct. 29<sup>th</sup>, L. A. World Airports (LAWA) introduced a new system for people exiting the airport called LAX-it, pronounced "LA Exit." In order to reduce congestion in the LAX terminal horseshoe while an automated people mover is being constructed, LAWA stopped curbside pickup by taxi and ride-hailing services in the central terminal area (CTA) and moved to the former Park One lot.

LAX-it shuttles fill up at staggered one or two terminals then take travelers to a new LAX-it lot where ride-share drivers and taxi drivers can take travelers out of the airport. Shuttles run every 3-5 minutes. Travelers can also walk to the LAX-it lot which is located just east of Terminal 1, at the corner of World Way and Sky Way. The LAX-it lot includes bathrooms, food trucks, and phone charging stations

The new system immediately required operational changes to reduce long delays being experienced by travelers. Passengers said the shuttles came in a timely manner, but there were long lines to board the shuttles and some were stuck in the shuttle for up to 40 minutes due to congestion on airport roadways and at the LAX-it lot.

By the end of a chaotic first week of operations, LAWA officials added shuttle vehicles, doubled the size and number of pick-up lanes in the LAX-it lot, installed directional signage, changed roadway markings, provided additional training for taxi and other ride-hailing operators, and changed messaging on the electronic trip routing maps.

Although Uber and Lyft are working with LAWA, they expressed concern with the LAX-it lot waiting lines due to the size of the new LAX-it lot. Uber initially complained that there are only 37 Uber pick up spaces and the service typically picks up 500 riders per hour at LAX terminals with up to 1,000 riders during peak hours. The confusion resulted in cancelled trips and reluctance of ride-hail operators and taxis to serve the new lot.

Despite the initial confusion and delays, LAWA continues to declare the move a success. Switching to a central pickup point removed about 15 percent of all vehicle traffic from the CTA. LAWA reported traffic speeds through the CTA improved by 35% after the new changes were implemented. LAWA also reported the average shuttle wait time at terminals was two minutes, and the average time to the "LAX-it" lot on the shuttle was 11 minutes but acknowledged that peak trips were taking an unspecified longer time.

Additionally, another change at LAX has not been reported. Parking and Hotel Shuttles are now only available for drop off and pick up on the Departure level and there seem to be fewer stops for those vehicles. This change causes passengers leaving the airport from Baggage Claim to go up a level to get these shuttles.

### **Los Angeles City To Test "Plastic Asphalt"**

Now that China has stopped accepting waste from California and lawmakers rejected a bill to phase out single-use plastic containers last September, L. A. City is getting more creative with its recycling solutions. In partnership with Technisoil, owner of the patented product, the city will soon be testing a new paving material made largely out of recycled plastic. The city's Department of Street Services predicts the new material will reduce costs by 25 percent, may be seven times stronger than regular asphalt, and will require significantly less maintenance.

Plastic asphalt is made by converting shredded recycled plastic into an oil that replaces petroleum-based bitumen to become the binder in an otherwise traditional method of street pavement. Plastic roads may be more durable—up to seven times stronger than regular asphalt—and will require significantly less maintenance.

The first test site—at West First Street and North Grand Avenue, near the Frank Gehry-designed Walt Disney Hall—will receive the treatment before the end of the year. The first test will include analysis to ensure that there is no adverse environmental impact from the plastic leaching into the stormwater system.

Los Angeles is the first city in the U.S. to consider implementing this material on a wide scale, but the patented plastic road material has already been implemented in the U.K. and Australia.

### **Metro/Via Mobility On Demand Pilot Attracts Few Riders Despite High Subsidy**

Six months into Metro and Via's year-long "Mobility on Demand" pilot shows that ride-hail continues to be an expensive way to provide mobility for very few riders. The program's \$3.4 million one-year budget is funded through a \$1.35 million Federal Transit Administration (FTA) demonstration grant and \$1.75 million in Metro subsidy. Via has contributed \$287,000 toward the contract cost.

Metro's transit-on-demand pilot launched in January 2019. The pilot is testing whether an on-demand, shared ride that can be requested by smartphone or through a call center, that offers language translation services, and can accommodate customers in wheelchairs, can improve mobility for vulnerable populations.

Metro contracts with Via to provide ride-hail (more or less like Lyft and Uber, but at a fixed-price) for first/last mile connections to/from several Metro rail/BRT stations. The pilot program currently operates from 6 a.m. to 8 p.m. weekdays in three service areas:

- Blue Line Artesia, Compton, and Willowbrook Stations, Green Line Avalon, Willowbrook, and Long Beach Boulevard Stations
- Red/Orange Line North Hollywood Station
- Silver Line El Monte Station

Ridership has been steadily rising throughout the first six months to a high of nearly 1,700 per week partly due to the fact that Metro is now giving away free rides. The pilot's second quarter report also showed rides per driver hour climbed from 1.12 to 1.8, failing to meet the pilot's goal of 2.5 rides per driver hour.

Under this pilot Metro's cost-per-ride during the first six months has been more than \$20 with the subsidy in the most recent month lowered to under \$15 per ride. The fixed pricing was initially announced at \$1.75 for TAP card holders, \$3.75 for non-TAP riders, and free for enrolled low-income riders. Metro's report states that rides have been free for the second quarter of service and will continue to be free until further notice.

For comparison, Metro's low-performing Bus Line 201, which runs hourly from Koreatown to Glendale, attracted 983 daily bus riders at a \$1.75 fare, approximately three times the number of trips as on the free Mobility on Demand service which has a 7 to 9-minute frequency.

Despite having a dedicated wheelchair accessible vehicle (WAV) positioned at each of the three rail stations, in the first quarter of service, Via received zero requests for wheelchair accessible vehicle rides. Metro and Via took steps to ensure that this feature was widely promoted including creating marketing materials and targeted community outreach. After this targeted outreach, utilization of the WAV vehicles increased from zero to approximately 10 rides per week.



## TRENDS

### **Robotaxis May Be Coming To A Street Near You Within A Year**

Pledges to launch robotaxi networks have been an intriguing part of the battle to be first to roll out AVs on public streets, as companies of various sizes and statures look to make their mark on the new mobility landscape.

Tesla and Zoox have announced plans to introduce a fleet of robotaxis on public streets in 2020. Google-backed Waymo, which is operating autonomous vehicles in Phoenix, is promising they will be "fully driverless" without a safety driver. While Via's partnership with Hyundai and Pony.ai in Irvine is also breaking new autonomy ground among auto makers. Companies including Ford and BMW-owned MINI are moving beyond making single-occupancy cars and instead looking at ways to support new mobility.

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**American Dark Fiber, LLC**  
**Work Order #: SBC01-LA009**  
**South Bay Cities Council of Government “SBCCOG”**  
**Job Name: South Bay Fiber Network (Core Ring Development, plus 2 POPs)**

**I. CONTACT INFORMATION**

<b>LESSOR ADDRESS</b> American Dark Fiber, LLC (“ADF”) 11110 Ohio Avenue Suite 111 Los Angeles, CA 90025		<b>LESSEE ADDRESS</b> South Bay Cities Council of Governments (“SBCCOG”) 20285 S. Western Ave., #100, Torrance, CA 90501	
<b>CONTACT:</b> David J. Daigle	<b>PHONE:</b> 310-312-1818	Email: jacki@southbaycities.org	Phone: 310-371-7222
<b>PAYMENT ADDRESS</b> American Dark Fiber, LLC 11110 Ohio Avenue Suite 111 Los Angeles, CA 90025		<b>INVOICE ADDRESS</b> South Bay Cities Council of Governments 20285 S. Western Ave., #100, Torrance, CA 90501	
<b>ATTN:</b> Karen Wells, Controller	<b>PH:</b> 951-572-1204	Email: aaron@southbaycities.org	Phone: 310-371-7222

**II. DESCRIPTION OF ROUTE/WORK**

<b>TERMINATION POINT A:</b> 445 N. Douglas St., El Segundo, CA 90045	<b>PATCH PANEL: Fiber Tail; Provided to CCI</b>
	<b>CONNECTOR TYPE: N/A</b>
<b>TERMINATION POINT B:</b> MPOE of 2301 120th St., Hawthorne, CA 90250	<b>PATCH PANEL: Termination Panel</b>
	<b>CONNECTOR TYPE: LC</b>

**DESCRIPTION AND DETAILS OF WORK**

American Dark Fiber (“ADF”) will deploy a 2-strand fiber optic network between Termination Points A and B as described above and as generally shown on the map below. This connection will form the basis of the South Bay Fiber Network (“SBFN”) system as described in the MSA executed by the parties. ADF anticipates a delivery interval of approximately nine (9) months from execution of this Work Order (“WO”) for delivery of the SBFN ring system. ADF shall submit for necessary jurisdictional permits required for public ROW work needed to deploy the SBFN. All construction related to specific Member or Subscribing Entity tie-in work of lateral connections to specific buildings shall be described in related and subsequent Work Order(s) to be issued by SBCCOG to ADF as SBCCOG identifies its initial priority list of building connections that contribute to the minimum monthly revenue as described in the MSA. ADF will notify the SBCCOG of any hidden conditions that may arise during the construction interval that may impact the delivery interval. Once the SBFN ringed system is completed, ADF will provide a close-out package that includes testing documentation of the circuit segments provided upon completion of the SOW described herein.

**Summary of SBFN NRC Costs (w Prevailing Wage)**

<b>Core / ROW:</b>	<b>\$ 2,644,305.28</b>
<b>POPs (x2):</b>	<b>\$ 440,160.00</b>
<b>Total Work Order #1:</b>	<b>\$ 3,084,465.28</b>

**American Dark Fiber, LLC**  
**Work Order #: SBC01-LA009**  
**South Bay Cities Council of Government "SBCCOG"**  
**Job Name: South Bay Fiber Network (Core Ring Development, plus 2 POPs)**

<b>III. TERMS AND CONDITIONS</b>	
<b>NUMBER OF FIBER STRANDS: 2</b>	<b>WORK ORDER TERM: One Year (12 Months)</b>
<b>ESTIMATED START DATE: 12-01-2019</b>	<b>ESTIMATED END DATE: 08-31-2020</b>
<p>Upon the Acceptance Date of this Work Order and subject to the terms and conditions of the Master Service Agreement ("Agreement") executed with ADF, the Lessor hereby provides specific Fiber Optic related work as detailed herein that will provide for the connection to Lessee controlled facilities at the points detailed above.</p> <p>The initial payment of \$100,000 was the security deposit made by SBCCOG to ADF in June 2019. The four payments on this WO will be as follows, subject to provision of satisfactory testing results and as built documentation.</p> <p>The NRC (Non-Recurring Charge) of \$3,084,465.28 will be billed as follows:</p> <ol style="list-style-type: none"> <li>1. <b>Executed WO:</b> 25% of Work Order, less Security Deposit (or \$671,116.32), payment due upon receipt of invoice;</li> <li>2. <b>33% Network Completion:</b> 25% of WO (or \$771,116.32), net 30-day payment upon receipt of invoice (estimated Jan 2020);</li> <li>3. <b>67% Network Completion:</b> 25% of WO (or \$771,116.32), net 30-day payment upon receipt of invoice (estimated Mar 2020);</li> <li>4. <b>Project Completion:</b> Balance due, representing lesser of (a) remainder of total amount expended on WO not yet paid, or 25% of WO (or 771,116.32), net 30-day payment upon receipt of invoice (estimated Jun 2020)..</li> </ol>	

**American Dark Fiber, LLC**

**South Bay Cities Council Governments**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: David Daigle

Name: \_\_\_\_\_

Title: CEO

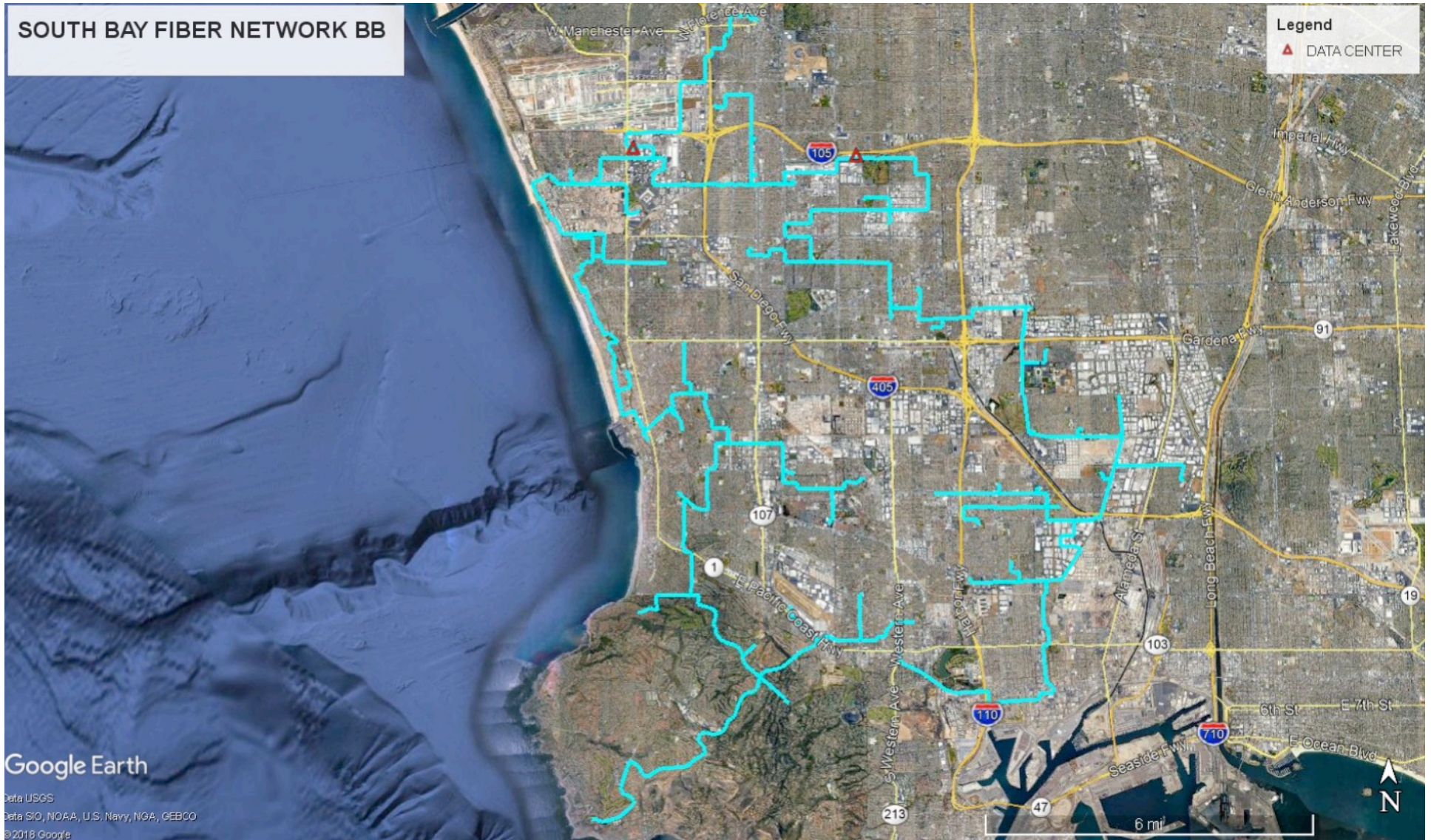
Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

American Dark Fiber, LLC  
Work Order #: SBC01-LA009  
South Bay Cities Council of Government "SBCCOG"  
Job Name: South Bay Fiber Network (Core Ring Development, plus 2 POPs)

GENERAL SBFN SYSTEM ROUTING



**American Dark Fiber, LLC**  
**Work Order #: SBC01-LA009**  
**South Bay Cities Council of Government “SBCCOG”**  
**Job Name: South Bay Fiber Network (Core Ring Development, plus 2 POPs)**

**FIBER SPECIFICATIONS**

ADF will meet the optical specifications as defined in Exhibit E of the MSA which apply to single-mode fiber with the following general specifications:

**Single-mode Fiber:**

Operation Temperature	-60 c to 85 c
Optical Properties	1300-1550 nm
Standard Attenuation	≤ 0.400 dB/km @ 1310 nm ≤ 0.300 dB/km @ 1550 nm
Attenuation Uniformity	0.1 dB/km @ 1310 @1550 nm
Mode Field Diameter	9.15 ± .85 Microns @1300 nm 10.5 ± 1.0 Micron @ 1550 nm
Zero Dispersion Wavelength	1310 nm +/- 10 nm
Maximum Dispersion	< 2.8 ps/nm-km between 1285 –1330 nm 18 ps/nm-km between 1510 – 1570 nm
Polarization Mode Dispersion	<0.25 ps/sqrt-km
Macro Bending Loss	≤ 0.100 dB @ 1310 nm ≤ 0.050 dB @ 1550 nm
Tensile Testing Strength	100 kpsi w/1 second dwell time
Cladding Diameter	125 ± 2 Microns
Concentricity Error	≤ 1 Micron
Cladding Ovality Ratio	≤ 2%
Buffer Coating Diameter	250 ± 15 Microns
Fiber Coating Color Code	Bellcore Standard
Optical Connectors	LC/SC/FC/SPC with greater than 45 dB back reflection

# South Bay Cities Council of Governments

November 21, 2019

To: SBCCOG Board of Directors

From: Jacki Bacharach, Executive Director  
Steve Lantz, Transportation Director

Subject: Evaluation of Applications Submitted for Measure M & R Call for Projects & Sub-Fund Transfer Option

## Adherence to Strategic Plan:

*Goal A: Environment, Transportation, and Economic Development.* Facilitate, implement, and/or educate members and others about environmental, transportation, and economic development programs that benefit the South Bay. Strategy 5 – Actively pursue opportunities for infrastructure funding for member agencies.

## BACKGROUND

### Measure R Decennial Sub-Fund Transfer

Funding in the Measure R Ordinance is assigned to specific line items on an Appendix A Expenditure Plan. The Expenditure Plan assigns funding specific to each line item from two Measure R sub-funds, one for highway capital projects and programs and the other for transit capital projects and programs. The Measure R South Bay Highway Program (SBHP) is assigned to the Measure R Highway Sub-Fund.

Measure R SBHP funds have always been limited by Metro and SBCCOG policy to highway and arterial projects that reduce vehicle delay and are located within a mile of a state highway or freeway. Because of the Measure R highway sub-fund limitation, South Bay transit capital projects have been deemed ineligible to date.

No sooner than January 2020, a Decennial Highway/Transit Sub-Fund Transfer provision in the Measure R Ordinance provides an opportunity to use SBHP funding for high-priority transit projects in addition to high priority highway projects in the South Bay.

An explicit policy and process in the Measure R ordinance permits, but does not require, a once-a-decade transfer of funds between the Measure R Highway and Measure R Transit Sub-funds no sooner than January 2020. The Metro Board must approve all Measure R Expenditure Plan funding assignment transfers between the Measure R highway and transit sub-funds throughout L. A. County in a single action. It appears that the South Bay is the only sub-region in which a transfer would be sought. A 2/3 affirmative vote of the Metro Board is required to transfer the Measure R funds between the Highway and Transit sub-funds. The Measure R Ordinance is silent on the role of the sub-regional councils of governments in the Sub-Fund transfer process but throughout the Measure R SBHP, the SBCCOG has developed recommendations to Metro on the use of these funds.

Although transferring Measure R SBHP funds from the highway sub-fund to the transit sub-fund would reduce available SBHP highway funding by the amount of the transfer, the passage of Measure M significantly increased and extended the availability of sub-regional highway funding in the South Bay.

#### SBHP Funding Available For A Decennial Sub-Fund Transfer

Over the next decade, the SBCCOG staff estimates that there is approximately \$560 million in uncommitted Measure R South Bay Highway Program (SBHP) funding. All of the available funding in this program would be restricted for highway capital projects unless a sub-fund transfer is approved as described above. It also should be noted that the cost to complete active SBHP projects is approximately \$127 million. If Metro chose to complete all projects, the net available for new SBHP-funded projects by 2029 would be \$433 million.

In addition, there is approximately \$358 million in three uncommitted Measure M Multi-Year Sub-Regional Programs (MSPs). All of the available funding is currently restricted for highway capital projects. Measure M also includes a decennial highway/transit sub-fund transfer provision beginning no sooner than January 2028.

The Metro Board also has committed \$130 million in Measure M or other funding sources to the South Bay Measure M South Bay Sub-Regional Equity Program (SREP). Metro initially programmed the SREP after 2043, after Measure R expires and Measure M rises from a half-cent to one cent. However, the Metro Board has already approved funding from the SREP for current projects in the San Fernando Valley and San Gabriel Valley. Following this precedent, some or all of the \$130 million allocated to the South Bay could be made available before 2029 at the discretion of the Metro Board. SREP funding can be used for highway or transit capital projects.

In addition to completing current SBHP projects, the SBCCOG Board has discussed the potential to use sub-regional funding sources to provide the 3% local match that Metro requires to be committed once the Green Line Extension from El Segundo to Torrance reaches 30% design. The contribution amount will not be known until the scope of the project is determined following completion of the environmental clearance process, selection of a locally-preferred alternative and completion of 30% final design. However, SBCCOG staff estimates this commitment could range from \$40-60 million.

Beyond these two commitments, the SBCCOG issued a call for highway and transit projects to be considered in the SBCCOG's FY 2020-21 Metro Budget Request. SBCCOG received 48 applications totaling \$1.3 billion, of which 34 are traditional highway project applications valued at \$972.6 million. There were also 14 transit project applications valued at \$410.2 million that would need a Measure R SBHP transfer from the highway to the transit sub-fund.

#### RECOMMENDATION

Review the projects submitted for both Measure R and M, the cost to complete current projects and the opportunity to transfer funds this one time only. A thorough conversation should take place as decisions related to these projects will affect the funding availability for the next 10 years.



Further, SBCCOG Staff recommends SBCCOG Board support the City of Inglewood's application requesting Metro to use up to \$130 million in South Bay Sub-Regional Equity Funds for the Centinela Grade Separation project.

Exhibit 1 – Summary of Available R/M South Bay Sub-Regional Revenues vs Applications

Exhibit 2 – FY 2020-21 Metro Budget Request New Project Applications List

c.c.: SBCCOG Infrastructure Working Group –November 13, 2019 Meeting  
SBCCOG Transit Operators Working Group - November 19, 2019 Meeting

### **ADDENDUM**

**At the Transportation Committee meeting on November 14, the members took the following actions:**

1. Approved sending a letter to Metro on Green Line improvements which should be included in the Regional Transportation Improvement Plan. This was a time critical action since Metro is considering this item at a November 20 meeting.
2. Recommended to the Board the following two motions (attached):
  - a. Recommend that Metro use the South Bay Subregional Equity Funding Program in the not to exceed amount of \$130 million in order to ensure the timely construction of the Centinela Grade Separation construction project; and
  - b. Recommend that the Metro Board set for Public Hearing as prescribed in Section 11 the approval of a total transfer of \$560 million from the South Bay COG Measure R Highway Capital Subfund (Line 33 in the Measure R Expenditure Plan) to the Measure R Transit Capital Subfund at the SBCCOG Board meeting January 23, 2020. (For further clauses of the motion, see attached)
  - c. Send a letter to Metro supporting the completion of the Park Place project in El Segundo which the SBCCOG continues to support as an eligible project which meets Measure R requirements.

## South Bay Highway Programs Revenues vs Project Requests

### Revenues

Measure R Uncommitted Revenues Through 2029: \$560 million

Measure M Uncommitted Revenues in 3 MSPs through 2029 \$358 million

Total Funds Available \$918 million

### Possible Commitments

Cost to Complete active SBHP and MSP projects: (\$127 million)

Green Line South 3% Local Match (\$ 50 million)

Total Possible Commitments (\$177 million)

Net M/R Sub-Regional Funds available through 2029 \$741 million

Total Highway and Transit Applications received as of 10/31/19 \$1.3 billion

Exhibit 2: Fy 2020/2029 Measure R Commitments & Fund Transfer Project Applications

Metro FA Project ID	Lead Agency/ Description	Project Type (Hwy/Transit)	New Funding Requested Through 2029			
			MR SBHP	MM HOIP	MM TSMIP	MM SREP
<b>New Project Requests</b>						
1	<b>Beach Cities Transit</b> Operations and Maintenance Facility	T	\$33,433,950			
2	<b>Beach Cities Transit*</b> CNG Bus Replacement (nine vehicles)	T	\$5,611,895			
3	<b>Beach Cities Transit*</b> Zero Emission Bus Conversion (eight vehicles)	T	\$11,000,000			
4	<b>Carson Circuit</b> Regional Transit Center	T	\$2,745,000			
5	<b>Gardena Transit</b> Solar Charging Fueling System Expansion	T	\$2,000,000			
6	<b>Gardena Transit*</b> Bus Replacement (CNG/EV - 15 vehicles)	T	\$12,375,000			
7	<b>Gardena Transit</b> Service Expansion Bus Purchase (CNG/EV - 30 vehicles)	T	\$24,750,000			
8	<b>Inglewood Transit</b> Centinela Grade Separation	T				\$130,000,000
9	<b>Inglewood Transit</b> Transit Connector Project	T	\$250,000,000			
10	<b>Torrance Transit</b> Expansion Buses (20 CNG/4 EV)	T	\$20,000,000			
11	<b>Torrance Transit</b> Return of the Red Car Urban Circulator Trolley	T	\$4,500,000			
12	<b>Torrance Transit</b> Regional Transit Center Parking Structure	T	\$40,000,000			
13	<b>Torrance Transit</b> MicroTransit Expansion	T	\$240,000			
14	<b>Torrance Transit</b> Construction of Heavy-Duty Electric Vehicle Charging Station	T	\$3,500,000			
	<b>Totals:</b>		<b>\$410,155,845</b>			<b>\$130,000,000</b>
1	<b>Caltrans/Metro</b> I-110 Improvements at PCH off-ramp (EA34810)	H	\$43,000,000			
2	<b>Caltrans/Metro</b> Auxiliary lanes on Route 405 from Artesia Boulevard to El Segundo Boulevard. (EA 35310)	H	\$145,800,000			
3	<b>Caltrans/Metro</b> I-405 from El Segundo Blvd. to Imperial Highway – northbound Aux Lanes and Ramp Widening (EA 36570)	H	\$154,200,000			
4	<b>Caltrans/Metro</b> I-405 Improvements from Main Street to Western Avenue	H	\$200,000,000			
5	<b>Caltrans/Metro</b> I-405 from I-110/Main Street to Wilmington Avenue – Aux Lanes (EA 35940)	H	\$145,800,000			
6	<b>Caltrans/Metro</b> Pacific Coast Highway (PCH) Improvements (EA 32580) (Local Projects)	H	\$8,400,000			
7	<b>Metro/Caltrans</b> I-405 Improvements from Western to Crenshaw	H	\$60,000,000			
8	<b>Metro/Caltrans</b> I-105 Integrated Corridor Management	H	\$23,309,750			
9	<b>Carson</b> ITS-fiber, cameras, hardware, and communication devices	H		\$700,000		
10	<b>Carson</b> Avalon Blvd TSSP	H		\$1,530,000		
11	<b>Carson</b> Sepulveda Blvd. Widening	H	\$7,360,000			
12	<b>El Segundo</b> Park Place Gap Closure (Design/ROW support)	H	\$5,000,000			
13	<b>El Segundo</b> Park Place Gap Closure (ROW/Construction)	H	\$120,000,000			
14	<b>Gardena</b> Redondo Beach Blvd. Operational Improvements	H	\$5,567,000			
15	<b>Hawthorne</b> Crenshaw Blvd Mobility Project	H			\$9,000,000	
16	<b>Hawthorne</b> Rosecrans Ave Mobility Project Phase II	H			\$4,500,000	

17	<b>Hermosa Beach</b> Pacific Coast Highway Mobility and Accessibility Project	H		\$11,400,000		
18	<b>Inglewood</b> Changeable Message Signs and CCTV	H		\$7,000,000		
19	<b>Inglewood</b> Connected Vehicles	H		\$10,000,000		
20	<b>Inglewood</b> Downtown ITS	H		\$11,100,000		
21	<b>Inglewood</b> First/Last Mile	H			\$6,500,000	
22	<b>Inglewood*</b> <i>I-405 Overpass project</i>	H	\$21,000,000			
23	<b>Inglewood</b> Manchester Blvd Improvement Project	H			\$17,000,000	
24	<b>Inglewood</b> Prairie Avenue Improvement Project	H			\$9,000,000	
25	<b>Inglewood</b> TMC Expansion	H		\$4,000,000		
26	<b>LA County DPW</b> Westmont/West Athens Pedestrian Plan Phase II	H			\$1,165,000	
27	<b>Palos Verdes Estates</b> PV Drive West Corridor Expansion	H		\$676,500		
28	<b>Port of Los Angeles</b> SR-47/ Vincent Thomas Bridge / Front Street/Harbor Blvd reconfiguration	H	\$25,170,760			
29	<b>Rancho Palos Verdes</b> Western Avenue Improvements Project	H	\$3,300,000			
30	<b>Redondo Beach</b> Pacific Coast Highway (PCH) Improvements at Palos Verdes Boulevard	H	\$4,700,000			
31	<b>Redondo Beach</b> North Redondo Beach Bikeway (NRBB) Extension – Felton Lane to Inglewood Avenue - Construction	H			\$1,000,000	
32	<b>Redondo Beach</b> North Redondo Beach Bikeway (NRBB) Extension – Inglewood Avenue - Design	H			\$200,000	
33	<b>Redondo Beach</b> Traffic Signal Communications and Network System	H		\$2,000,000		
34	<b>SBCCOG</b> South Bay Fiber Network	H		\$2,500,000		
<b>Totals:</b>				<b>\$972,607,510</b>	<b>\$50,906,500</b>	<b>\$48,365,000</b>

*\* indicates potentially ineligible project*

Requests:	
Total Measure R Transit	\$410,155,845
Total Measure R Hwy	\$972,607,510
Total Measure M Hwy	\$50,906,500
Total Measure M TSMI	\$48,365,000
Total Measure M SREP	\$130,000,000
<b>Total Requests</b>	<b>\$1,612,034,855</b>

**MOTION BY Mayor James T. Butts, City of Inglewood**

**SOUTH BAY CITIES COUNCIL OF GOVERNMENTS TO APPLY SOUTH BAY SUBREGIONAL EQUITY FUNDING PROGRAM TO THE INGLEWOOD CENTINELA GRADE CROSSING**

Attachment D

November 14, 2019

In 2015, when the Metro Board adopted the Measure M Ordinance and Expenditure Plan and included \$180M for the North San Fernando Valley Bus Rapid Transit Improvements, it also adopted an ancillary provision to provide equivalent funding to each subregion, other than the San Fernando Valley. “The ***Subregional Equity Program*** will be provided as early as possible to the following subregions in the amounts (in thousands) specified here: AV\* \$96,000; W\* \$160,000; CC\* \$235,000; NC\* \$115,000; LVM\* \$17,000; GC\* \$244,000; SG\* \$199,000; and **SB\* \$130,000.**” **The Sub regions can spend that money any way they please.”**

In July 2019, the Metro Board approved \$199M for the San Gabriel Valley towards the Foothill Extension Light Rail project.

We, the above named cities, are proposing that the South Bay Cities Council of Governments (COG) Board of Directors vote at the November , 2019 COG Board meeting to use the South Bay allocation of the Metro ***Subregional Equity Program*** to fund the Centinela/Florence Grade Separation Project and request the Metro Board to recognize the COG’s decision, and commit to the funding of this important subregional and regional impacting project.

For years, the City has worked in close collaboration with Metro on the development of the Centinela/Florence Grade Separation Project. Since the approval of the environmental documents for the Crenshaw/LAX Line in 2011, increased traffic levels have occurred and will continue to occur with the anticipated opening of a 72,000 seat (up to nearly 100,000 capacity) NFL Stadium and additional developments at Hollywood Park site that have been approved and are either currently under construction or planned.

The City of Inglewood has increasingly evolved into a major sports and entertainment center in the greater Los Angeles area and helped spur economic revitalization in both the City, South Bay and in the County, as evidenced by the following:

- With a \$100 million dollar investment, the Forum in Inglewood was revitalized and reopened in 2013 and now actively hosts some of the largest entertainment acts in the Country.
- Approximately 238 acres in Hollywood Park are being redeveloped with a number of new uses including 2,500 units of residential, 890,000 square feet of retail, 780,000 square feet of office, a 300-room hotel, 25 acres of new recreational and park amenities, a new 72,000-seat National Football League (NFL) Stadium that will be home to both the NFL Los Angeles Rams and Los Angeles Chargers teams, and a performance arts venue with 6,000 seats. Construction of the stadium began in 2014 and is slated for completion by 2020.
- On February 20, 2018, the City of Inglewood initiated the environmental clearance process for the proposed Inglewood Basketball and Entertainment Center (IBEC), which includes an 18,000 fixed seat arena, an 85,000-square foot team practice and athletic training facility, LA Clippers team office space, sports medicine clinic and approximately 40,000 square feet of retail and other ancillary uses.
- The new LA Philharmonic's music and cultural campus for the Youth Orchestra Los Angeles (YOLA) will be relocated to the Inglewood Civic Center area. Construction on the 25,000 square feet of the YOLA Center is slated to start in the spring 2019. Recent intensification of development in the City is expected to increase traffic volume levels on the City's roadways that provide regional and local access to the Hollywood Park area, including the Centinela/Florence Avenues intersection

Over the past 4 years, the City of Inglewood has continuously collaborated with Metro to identify the most viable opportunities to mitigate significant impacts to traffic at the planned at-grade Centinela/Florence crossing. In January and February 2017, the LACMTA Board provided direction to staff to conduct a grade separation traffic analysis study for the Centinela/Florence Avenues crossing.

To complete the grade separation traffic analysis, the City in coordination with Metro staff collected and provided the most up-to-date information on

the progression of development at Hollywood Park, other development projects within Inglewood and surrounding jurisdictions.

The grade separation traffic study analysis indicated that the post-NFL traffic alone would meet the volume threshold for “Grade Separation Normally Required Category,” under the Metro Grade Crossing Policy. More than 1,200 cars per hour per lane are anticipated to cross Centinela/Florence after the approximately 22 NFL games. The analysis found that post-event traffic may be twice as high as the normal background traffic at the Centinela/Florence intersection.

A grade separation of the Crenshaw/LAX LRT crossing at Centinela/Florence intersection will support the goals outlined in the Metro Vision 2028 Strategic Plan by addressing the mobility challenges in the project area including increasing travel demand, travel times, and roadway congestion. Specifically, the Project meets Vision 2028 Goal #4, *Transform LA County through regional collaboration and national leadership*, as this project will be advanced through a close partnership with the City of Inglewood to solve a regional challenge, as the special events at the NFL Stadium and other event venues at in Inglewood are expected to attract attendees on an almost daily basis from throughout the region.

In October 2019, Metro staff began its preliminary engineering and environmental assessment for Centinela/Florence grade-crossing. It is anticipated that preliminary cost estimate will be available in the beginning of 2020. Metro staff is planning to take the findings of the study to its Board in April of 2020.

**WE MOVE THAT** the South Bay Cities Council of Governments (“COG”) adopt this proposal to apply the South Bay Subregional Equity funding allocation to the Centinela Grade Separation Project and inform the Metro Board of its decision in this matter.

**WE FURTHER MOVE THAT** the COG Board send a formal Request to the Metro Board requesting the Metro Board to recognize the COG’s decision and commit to funding the Centinela Project and instruct the CEO and Metro staff to finalize negotiations with the South Bay Cities Council of Governments its ***Subregional Equity Program*** allocation in the not to exceed amount of \$130 million in order to ensure the construction of the Centinela Grade Separation construction project; and

In similar fashion to the July 24, 2019 Metro Board Action regarding the Metro Gold Line Extension to Claremont, the sources of funds for the recommended action include but are not limited to eligible discretionary regional Proposition A, Proposition C, Measure R and Measure M sales tax revenues and other regional, state, or federal funds, based on availability, in accordance with the cash flow needs of the project.

###



**MOTION BY**

**Mayor James T. Butts, City of Inglewood, Mayor Patrick J. Furey, City of Torrance, and Mayor Drew Boyles, City of El Segundo**

November 14, 2019

Los Angeles County voters approved in 2008 Measure R, a 30-year half-cent sales-tax formally known as: The Traffic Relief and Rail Expansion Program. Measure R aims to ease traffic congestion within the region and provide alternative modes of transportation for Los Angeles County residents and visitors. This includes the South Bay Subregion where major transportation investments and programs are required.

The South Bay Cities Council of Governments (“COG”), a joint powers authority, representing the local jurisdictions in this subregion, serves a co-program manager with Metro to help guide and oversee the South Bay Measure R program. The COG has examined the growing needs to fund a broad array of transit-related Capital Projects throughout the South Bay subregion to implement transit mobility improvements, including transit-related infrastructure, and is reconsidering the previous emphasis on Highway Capital Projects.

Measure R recognizes that over the thirty (30) year legislative lifespan of the Ordinance, the likelihood that highway and transit priorities within the individual Subregions may change, especially during the second and third decades of the Ordinance.

To address the emerging and unforeseen priorities, the Measure R voter approved Ordinance includes a provision that allows the transfer of Subregional net revenues to transfer from the Highway Capital Fund Category in Measure R to the Transit Capital Fund Category (See Attachment A “Ordinance #08-01 Traffic Relief and Rail Expansion Ordinance” Section 11a and 11b”).

Now, on January 1, 2020, this provision would allow the Metro Board to transfer Net Revenues from the Highway Capital Fund to Transit Capital Fund with a two-thirds majority vote of the Board. 2

Today, it is appropriate for the South Bay COG to consider this transfer given the passage and implementation of Senate Bill 743, which shifts emphasis away from vehicle level of service (LOS) and now focuses on trip reduction and reductions in vehicle miles of travel (VMT). To address climate change, the South Bay COG should work to align its program with State’s goals to reduce greenhouse gas (GHG) emissions and improve public health through more active transportation and transit.

**WE MOVE THAT** the South Bay Cities Council of Governments (“COG”) adopt and direct the use and adhere to the following framework to justify the transfer of Measure R Highway Funds to Transit Funds, as allowed in Section 11 of the Measure R Ordinance, as follows:

1. At the COG November 21, 2019 Board Meeting adopt this Motion to formally request that the Metro Board set for Public Hearing as prescribed in Section 11 the approval of a total transfer of \$560M from the South Bay COG Measure R Highway Capital Subfund (Line 33 in the Measure R Expenditure Plan) to the Measure R Transit Capital Subfund for January 23, 2020.
2. In collaboration with the Metro Chief Planning Officer, finalize a list of transit projects from South Bay project sponsors through a robust and transparent vetting process to be completed by January 2020. The selection of the projects should advance transportation sustainability goals (e.g. transit, transit-related infrastructure and clean bus technology) and the reduction of greenhouse gases and VMT.
3. In preparation for the January 23, 2020 Public Hearing, issue a report to the Metro Chief Executive Officer that includes the following:
  - A. A proposed list of South Bay Transit Capital Projects and Project Sponsors that the Metro Board would consider approving by a majority vote as part of the South Bay COG's normally scheduled Budget Request process.
    1. The COG should consider waiving Measure R local match requirements to be consistent Measure M requirements for transit-related projects.
    2. Should transit funds not be utilized, such funds would automatically revert back to the Measure R Highway Fund at any time.
  - B. Consider Measure R Highway Operational Improvement Funds and any other transit-related Metro capital funding as a match to funding transferred from the Measure R Highway Sub-Fund to the Transit Sub-Fund by the 2/3 vote of the Metro Board.
4. Provide a report back to the COG's Steering Committee once the Metro Board approved all items above at the January 23, 2020.

###

## **ATTACHMENT A:**

### **Ordinance # 08-01 - SECTION 11. "AMENDMENTS"**

a. Metro may amend this Ordinance, including Attachment A, with the 9 exception of Section 11, for any purpose, including as necessary to account for the results of any environmental review required under the California Environmental Quality Act of the individual specific projects listed in Attachment A. Any such amendments shall be approved by a vote of not less than two-thirds (2/3) of the Metro Board of Directors. Metro shall hold a public meeting on proposed amendments prior to adoption. Metro shall provide notice to the Los Angeles County Board of Supervisors, the city council of each city in Los Angeles County, and the public of the public meeting and proposed amendments, and provide them with a copy of the proposed amendments, at least 30 days prior to the public meeting. Amendments shall become effective forty-five days after adoption.

b. Notwithstanding Section 11(a) of this Ordinance, Metro shall not adopt any amendment to this Ordinance, including Attachment A, that reduces total Net Revenues allocated to the sum of the Transit Capital Subfund and the Highway Capital Subfund. Not more than once in any ten (10) year period commencing after the year 2019, Metro may adopt an amendment transferring Net Revenues between the Transit Capital Subfund and the Highway Capital Subfund. c. Notwithstanding Section 11(a) of this Ordinance, Metro shall not adopt any amendment to this Ordinance, including Attachment A, that reduces Net Revenues allocated to the Operations Subfund or the Local Return Subfund. d. Metro may amend Section 11 of this Ordinance if such amendments are approved by a vote of not less than two-thirds (2/3) of the Metro Board of Directors and are approved by a simple majority vote of the electors voting on a measure to approve the amendment. Metro shall hold a public meeting on proposed amendments prior to adoption by the Board. Metro shall provide notice to the Los Angeles County Board of Supervisors, the city council of each city in Los Angeles County, and the public of the public meeting and proposed amendments, and provide them with a copy of the proposed amendments, at least 30 days prior to the 2 public meeting. Amendments shall become effective forty-five days after adoption by 3 the electors.

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November 7, 2019

## IN THIS ISSUE

- ACTION - REGIONAL COUNCIL AUTHORIZES RELEASE OF THE DRAFT CONNECT SOCIAL PLAN AND PEIR FOR PUBLIC REVIEW AND COMMENT
- ACTION - REGIONAL COUNCIL VOTES TO SUBMIT REGIONAL HOUSING NEEDS ASSESSMENT ALLOCATION METHODOLOGY TO HCD

## NEWS FROM THE EXECUTIVE DIRECTOR

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- SCAG RECEIVES \$1M GRANT FOR GO HUMAN SAFETY PROGRAM
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## ABOUT

The Regional Council is the governing board of the Southern California Association of Governments and consists of 86 elected officials representing 191 cities, six counties, county transportation commissions, transportation corridor agencies, tribal governments and air districts in Southern California.

## AGENDA

For current and archived Regional Council meeting agendas & videos, visit: [bit.ly/SCAGagendas](https://bit.ly/SCAGagendas).

## HIGHLIGHTS FROM THE MEETING

### STATE ASSEMBLY SPEAKER ANTHONY RENDON PROVIDES RECAP OF THE 2019 LEGISLATIVE SESSION



*Following the end of the 2019 legislative session, California State Assembly Speaker Anthony Rendon (D-Lakewood) spoke to the Regional Council today to provide a recap on important legislative efforts this past year.*

**ACTION**  
**REGIONAL COUNCIL AUTHORIZES RELEASE OF THE DRAFT CONNECT SOCAL PLAN AND PEIR FOR PUBLIC REVIEW AND COMMENT**

Today, the Regional Council voted to authorize the release of the Draft Connect SoCal plan for public comment and review. Connect SoCal, the 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy, is a long-range visioning plan that balances future mobility and housing needs with economic, environmental and public health goals. The plan builds upon a Core Vision for mobility and sustainability established in previous planning cycles, promoting the continuation and evolution of strategies to maintain and better manage the transportation network we have for moving people and goods, while expanding mobility choices by locating housing, jobs and transit closer together and increasing investment in transit and complete streets. To augment the Core Vision and strategies, the Draft Connect SoCal Plan proposes new strategies and regional initiatives that aim to coalesce policy discussions and advance promising strategies that leverage new technologies and partnerships to accelerate progress on regional planning goals. These new strategies, referred to as Key Connections, lie at the intersection of land-use, transportation and innovation and seek to address trends and emerging challenges while also “closing the gap” between what can be accomplished through intensification of core planning strategies alone, and what must be done to meet our region’s greenhouse gas reduction goals –8 percent reduction in 2020 and 19 percent reduction in 2035—established for the region by the California Air Resources Board (CARB) pursuant to SB 375.

Along with the Draft Connect SoCal plan, the Regional Council also voted to authorize the release of the Draft Connect SoCal Programmatic Environment Impact Report (PEIR) for public comment and review, and the Draft 2019 Federal Transportation Improvement Plan (FTIP) Amendment, which demonstrates transportation conformity. Based on the feedback and direction provided by the Policy Committees and Regional Council and authorization to move forward, staff will finalize and release the Draft Connect SoCal and its 20 associated technical reports for formal public comment. The public comment period will commence Nov. 14, 2019 and end on Jan. 24, 2020, exceeding the minimum requirement of 55 calendar days. Workshops will be scheduled throughout the six-county SCAG region to allow for individuals to provide public comment in person. For more on the Draft Connect SoCal plan and the Draft Connect SoCal PEIR, as well as dates and locations of future workshops, please visit [connectsocial.org](http://connectsocial.org).

**ACTION**  
**REGIONAL COUNCIL VOTES TO SUBMIT REGIONAL HOUSING NEEDS ASSESSMENT ALLOCATION METHODOLOGY TO HCD**

The Regional Council today voted to submit a Regional Housing Needs Assessment (RHNA) allocation methodology to the California Department of Housing and Community Development (HCD) for their 60-day review. The purpose of the allocation methodology is to distribute the final Regional Housing Need Determination provided by HCD, which is 1,341,827 units across the six-county SCAG region over the eight-year 6th cycle RHNA planning period from October 2021 through October 2029. The allocation methodology voted on today by the Regional Council, proposed by City of Riverside Mayor Rusty Bailey, differs from the staff-recommended methodology primarily in that it removes the SCAG Growth Forecast (colloquially known as “local input”) as a factor in the calculation of existing need, instead placing greater importance on both jobs and transit accessibility. With the allocation methodology approved for release, HCD will have up to 60 days to review the draft RHNA methodology and provide comments to SCAG. Based on this schedule, staff expects comments from HCD no later than mid-January 2020, after which staff will review HCD’s comments and develop a recommended final RHNA methodology. The recommended final methodology will again go before the RHNA Subcommittee, CEHD Committee, and Regional Council for action, which is scheduled to occur between February and March 2020. Subsequent to the adoption of the final RHNA methodology by the Regional Council, SCAG will develop and distribute the RHNA methodology to all jurisdictions. For more information about RHNA, please visit [www.scag.ca.gov/RHNA](http://www.scag.ca.gov/RHNA).

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EVENT AD

12.05.2019

Thursday

10<sup>th</sup>  
annual

southern  
california  
economic  
summit

REGISTER  
ONLINE  
TODAY



## NEWS FROM THE EXECUTIVE DIRECTOR

### REGISTER FOR SCAG'S SOUTHERN CALIFORNIA ECONOMIC SUMMIT

On Thursday, Dec. 5, SCAG and the Southern California Leadership Council will host the 10th Annual Southern California Economic Summit at The L.A. Grand Hotel Downtown in Los Angeles. The program will dig into the major economic levers of the Connect SoCal plan. From generating new jobs to creating efficiency gains for commuters, shipping and travel, realizing the goal of a strong regional transportation system has economic benefits for all of the region's 19 million residents. The event will also tackle the question of how our region is going to address the growing challenge of housing affordability. The keynote speaker this year is Noel Perry, businessman, philanthropist, and the founder of Next 10, who will address the nexus between the economy, the environment and quality of life, identifying the tools we need to implement comprehensive, effective solutions to our biggest challenges. Hear from leading voices in business, industry, planning and academia as well as they assess the status of the region's economy and define strategies for keeping Southern California an economic powerhouse. Early bird registration at the rate of \$150 per person is available until Nov. 7. Elected officials and city managers may attend for free. Stay tuned for additional program details. Join us, along with Southern California's civic and business leaders, for this vital conversation on the region's economic future – [reserve your seat today](#).

### SCAG RECEIVES \$1M GRANT FOR *GO HUMAN* SAFETY PROGRAM

Southern California has some of the highest levels of injuries and fatalities involving people walking and biking in the country, and SCAG's *Go Human* program has achieved tremendous success in bringing active transportation and safety awareness to communities throughout Southern California. Due to these efforts, the agency was recently awarded a \$1,000,000 grant from the California Office of Traffic Safety. The new grant will continue to fund *Go Human* activities through September 2020, which include:

- [Local Community Engagement and Technical Assistance](#) to help local communities integrate safety efforts across the region and through open streets events. *Go Human* will offer a mini grant program intended for non-profits to implement creative safety strategies.
- [Social Media and Digital Campaigns](#) with new, creative content targeting people who live in High Injury Network cities, encouraging stakeholders to share the messaging and content with their friends and family.
- [Co-Branding and Printing of Materials](#) for partners who take the *Go Human* Safety Pledge.
- [The \*Go Human\* Kit of Parts](#), or lending library of resources that partners can use to temporarily demonstrate innovative street design treatments that enhance safety. The Kit includes materials to showcase infrastructure including parklets, curb extensions, pedestrian refuge islands, artistic high visibility crosswalks, and protected bike lanes, as well as a community feedback tool and educational signage.
- [Website Refresh](#) to better serve stakeholders by housing resources in an accessible and user-friendly way.

For more information about the *Go Human* campaign, please visit [gohumansocal.org](http://gohumansocal.org).

## SCAG COMMUNITY MEETINGS

### November

In Jan. 2019, SCAG partnered with the City of Los Angeles, County of Los Angeles, and Compton LA to host a two day "School of Data" that welcomed more than 250 attendees from local jurisdictions and provided trainings for staff on data topics ranging from identifying and defining the term "data" to documenting metadata, navigating systems, and managing predictive analytics projects. The School of Data event was recently selected for a 2019 Innovation Award for Collaboration by the California County Information Services Directors Association (CCISDA). The School of Data event was organized by various private and public sector professionals and attendees included elected officials, private sector data scientists, local jurisdiction employees, and information technology specialists. The event's vision was driven by the belief that building a community of data literacy leads to better service in government. SCAG and its partners also offer a monthly Data + Donuts speaker series focusing on improving civic analytical skills and data related work. The Innovation award was accepted by SCAG at the CCISDA 2019 Fall Conference, which took place from Nov. 3-6 in Lake Tahoe.

### December

17th Legislative/Communications & Membership Committee

19th Technical Working Group

24th Transportation Conformity Working Group



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## CONNECT WITH US





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Quarterly Summary of the  
October 17, 2019 South Bay Workforce Investment Board of Directors  
Meeting  
South Bay Cities Council of Government

This report summarizes the October 17, 2019, South Bay Workforce Investment Board (SBWIB) meeting activities and program accomplishments during the 1<sup>st</sup> Quarter of Program Year 2019-2020. As you are aware, the South Bay WIB is comprised of representatives from the eleven participating Cities of Hermosa Beach, Lawndale, El Segundo, Inglewood, Hawthorne, Redondo Beach, Carson, Manhattan Beach, Torrance, Lomita and Gardena for the delivery of employment and training services through its One-Stop Business and Career Centers.

\*The South Bay Workforce Investment Board's 24<sup>th</sup> Annual Awards Ceremony was held on Thursday, October 10, 2019 at the Torrance Marriot. Los Angeles County Second District Supervisor Mark Ridley-Thomas, was presented with the SBWIB's highest award, the Esther Williams Award of Excellence. The Awards Ceremony celebrated the outstanding accomplishments of the workforce development community during the past year and attracted nearly 500 civic leaders, employers, training providers and graduates of job and career training programs.

\*During the September 24<sup>th</sup> Hawthorne City Council meeting, the Mayor and Council recognized 23 Hawthorne High School students for graduating from the SBWIB's Aero-Flex Pre-Apprenticeship Program. The Aero-Flex program is an employer directed earn and learn model for engineering, allowing each individual employer to design and "flex" the program's curriculum. Program participants gain career knowledge in manufacturing, obtain valuable training and work experience, gain industry association memberships and more.

\*The Inglewood One-Stop has conducted two recruitment fairs to assist Chait & Company with locating construction workers for the LA Philharmonic Youth Orchestra Project. The partnership with Chait & Company was formed after the One-Stop recruited, referred, and placed the Project's Construction Project Manager.

\*On October 3<sup>rd</sup>, the SBWIB in partnership with El Camino College hosted the inaugural Warrior Jobs Career Education Hiring Event on the El Camino College campus. Well over 600 students were in attendance to speak with 64 employers that included SpaceX, Terranea Resort, Los Angeles World Airports, Career Expansion, the Los Angeles Police Department, and several others. El Camino College was extremely pleased with the event and have requested that the SBWIB continue to collaborate with them on similar efforts.

\*Last quarter, the South Bay Workforce Investment Board partnered with the Los Angeles County Development Authority (LACDA) to host a hiring event at the Harbor Hills apartment community. The hiring event was heavily attended by residents and job seekers. More than 25 employers were in attendance to fill vacancies in the fields of security, maintenance, custodial, warehousing, and many others.

\*The Inglewood Teen Center celebrated its sixth anniversary on October 3, 2019. During the Ceremony three students were recognized and received certificates from the SBWIB. Those in attendance included students, parents, community civic leaders, Mayor James T. Butts, Jr., Councilman Ralph Franklin, Teen Center partners, as well as SBWIB Board members and staff.

\*The SBWIB's Bio-Flex initiative is a new innovative project to develop pre-apprenticeship and registered apprenticeship career pathways for the Bioscience industry. Bio-Flex is one component of the Los Angeles County Bioscience Initiative championed by Supervisor Mark Ridley-Thomas. 37 individuals have already completed and graduated from the Bio-Flex program and 17 other individuals are currently enrolled.

\*This past quarter, the Carson Career Center formed a partnership with the National Federation of Filipino American Associations in an effort to provide employment services and resources to their members. The Carson One-Stop also participated in their 19<sup>th</sup> Annual National Empowerment Conference.

\*The South Bay WIB is currently recruiting high school students for the Fit for Gold Tutoring & Fitness Academy. The candidates should be high school seniors interested in working with elementary and middle school aged youth. Youth will have the opportunity to make up to \$1,300 and be

eligible for program scholarships. Under this program the high school seniors provide homework assistance, nutrition information, and physical fitness activities to students in grade 3<sup>rd</sup> – 8<sup>th</sup>. Those interested in participating should contact the Inglewood Teen Center or Inglewood One-Stop Center.

\*In partnership with the Department of Children and Family Services (DCFS) the SBWIB hosted a Bridge-to-Work enrollment fair on October 9<sup>th</sup> with over 20 foster care youth in attendance, including Inglewood residents. The youth will go through pre-employment training and have the opportunity to earn up to \$5,300.

\*During the first quarter, the Carson Career Center developed a partnership with iWork to assist with providing employment services and resources to their targeted population of adults with intellectual disabilities.

\*As of September 2018, the SBWIB acquired SBWIB YouthBuild, formerly known as CCEO Youth Build. SBWIB YouthBuild is designed to assist youth and young adults with obtaining a high school diploma while participating in vocational training in the field of construction. SBWIB YouthBuild students receive academic assistance, mentoring, enrichment services, as well as training and assistance with securing employment. Last year the program had 39 total enrollments with the average daily attendance at 28. This program year 65 students have been enrolled in the YouthBuild program with the average daily attendance at 44.

\*Last quarter, 6 Torrance residents were enrolled in the 25% Additional Assistance Rapid Re-Employment Program. 5 individuals exited the program with employment.

\*Last quarter, the Carson One-Stop took part in the planning and coordination of Congresswoman Nanette Barragan's 2<sup>nd</sup> Annual Job Fair which had over 350 job seekers in attendance.

\*Last quarter, the SBWIB facilitated for 15 South Bay middle and high school students from Inglewood Unified School District and Centinela Valley Union High School District, to partake in a 2-week program with the National Summer Transportation Institute (NSTI), offered by California State University of Los Angeles' College of Engineering, Computer Science, and Technology. The NSTI program offered instruction related to

STEM and the transportation industry, including three days at Flabob Airport. Of the 15 students, 7 were extended the opportunity to attend a 1-week program at the National Flight Academy (NFA) in Pensacola, Florida. Only 32 students from California and around 200 in the Country are selected to participate in the NFA.

\*During the first quarter, the Carson Career Center joined the South Bay Coalition to End Homelessness (SBCEH) and also became a member of the Carson Homeless Work Group. The Carson Career Center in partnership with the Los Angeles Homeless Services Authority and the SBCEH will serve 100 or more homeless individuals in the Carson area.

\*16 South Bay middle school students participated in the South Bay Workforce Investment Board's 6<sup>th</sup> Annual "A Day in the Life of a College Student" field trip which was held at California State University of Dominguez Hills in July. During the field trip students were provided with a campus tour, informational workshops and also allowed to stay overnight in the dormitories.

\*Last quarter, the U.S. Department of Labor awarded a \$12 million grant to the West Los Angeles College/SBWIB led collaborative to prepare and place 5,000 individuals into pre-apprenticeship and apprenticeship roles in advanced manufacturing with a focus on the Aerospace and Bioscience industries over the next four years nationally under the Growing Advanced Manufacturing Apprenticeships Across America (GAMAAA) program. This grant was the only one awarded to a California applicant and will support training of new hires and incumbent workers. Locally the collaborative will be tasked with placing 1,500 apprentices and pre-apprenticeships. The SBWIB's role will be to generate awareness of the GAMAAA program locally as well as with workforce and employment development organizations in other parts of the nation such as South Carolina and Florida. Companies and participants interested in this opportunity may contact the SBWIB at (310) 970-7700 for additional information.

\*Last quarter, the Carson One-Stop took part in the planning and coordination of Congresswoman Nanette Barragan's 2<sup>nd</sup> Annual Job Fair which had over 350 job seekers in attendance.

\*During the last quarter, the South Bay One-Stop's held 40 recruitment fairs in which hundreds of job seekers attended.

\*During the 1<sup>st</sup> quarter, the US Census Bureau utilized the Torrance One-Stop Center to conduct two information sessions. The information sessions had over 72 individuals in attendance.

\*During the 1<sup>st</sup> quarter, 2 Torrance residents were enrolled in the Pathway to Accelerator (P2E) program. Under this program, formerly incarcerated individuals will receive pre-employment services, paid-work experience, and assistance with securing full-time employment.

\*The South Bay WIB's Construction and Utilities Pathways program (CUPP) is a construction pre-apprenticeship program that connects individuals ages 18-24 with union representatives and also assists with job placement. CUPP orientations are held every other Friday at the Inglewood One-Stop to prepare individuals for upcoming construction projects. During the 1<sup>st</sup> quarter, 472 job seekers attended the orientations which resulted in 244 returning to enroll in the program. A total of 65 individuals have been placed on a construction worksite or in an apprenticeship training program for the quarter.

\*Last quarter, 6 veterans were enrolled in the Veterans' Employment-Related Assistance Program (VEAP). The Program will assist unemployed and underemployed veterans with securing rewarding civilian jobs through employment assistance that will include job readiness workshops, on-the-job training, paid work experience, direct job placement, and vocational training that will result in industry recognized certificates.

\*During the 1<sup>st</sup> quarter, the Torrance One-Stop distributed information regarding SBWIB services and programs to residents during the Harbor Hills Back to School Jam.

\*Under the Inglewood Community and Regional Engagement Violence Intervention Prevention (I-CARE VIP) Project 47 at-risk youth were enrolled and provided with diversion and intervention services. The Project will allow a total 50 youth to receive services that include pre-employment training and paid internships. The I-CARE VIP Coalition is comprised of representatives from the City of Inglewood, the Inglewood Police Department, Inglewood Unified School District, Centinela Youth Services, and the SBWIB.

\*A total of 304 youth from the South Bay region were enrolled in the WIOA year-round Youth Program; these individuals received pre-employment Blueprint for Workplace Success training and access to free occupational training based on their career interest. Other services included paid work experience at worksites in and around the South Bay region.

\*As part of the Youth at Work Jobs Program, 213 South Bay students were recruited for an opportunity to receive paid pre-employment training and 120 hours of paid work experience. Youth had a chance to earn up to \$1,590.

\*South Bay One-Stop Business & Career Centers continues to conduct information sessions, intake, employment preparation workshops and job placement services for recently separating military personnel, incoming spouses and family members at the Los Angeles Air Force Base. Last quarter SBWIB staff assisted over 24 individuals.

\*South Bay WIB staff continues to attend Chamber of Commerce events to market the business services available.

\*Our totals for the first quarter reflect 25,751 visits to our South Bay One-Stop Business and Career Centers.

\*During the first quarter, the South Bay One-Stop Business & Career Centers outreached to hundreds of businesses. Staff will continue to conduct monthly outreach to businesses throughout the South Bay to market SBWIB services available to meet their hiring and business needs.

\*350 youth visited the Hawthorne and Inglewood Teen Centers during the first quarter.

\*Rapid Response services were provided to 2 South Bay companies that employ 446 individuals who were affected by layoffs/closures during the 1<sup>st</sup> Quarter of Program Year 2019-2020. Staff completed orientations regarding One-Stop services, Covered California, financial services in addition to information regarding unemployment insurance benefits.

A written summary, along with a report of Program Year 2019-2020 1<sup>st</sup> quarter activities and accomplishments is being provided for your personal review. Thank you.