

BOARD MEETING DATE: December 2, 2016

AGENDA NO. 4

PROPOSAL: Transfer and/or Recognize Revenue and Appropriate Funding, Authorize Release of RFQ and Issue Purchase Orders

SYNOPSIS: Air quality monitoring and laboratory-based sample analysis at SCAQMD continues to be an integral part of ongoing efforts to better characterize air quality and assess the effectiveness of air pollution reduction programs. While such monitoring and analysis efforts are given the highest priority, their effectiveness and staff efficiency can be enhanced by investing in new and updated laboratory instruments, field platforms and software that would allow for more reliable instrument performance, rapid response and reporting. These actions are to: 1) transfer and/or recognize revenue and appropriate funding to Science & Technology Advancement's and Information Management's FY 2016-17 Budgets; and 2) release an RFQ and issue purchase orders for laboratory and field equipment.

COMMITTEE: Administrative, November 18, 2016; Recommended for Approval

RECOMMENDED ACTIONS:

1. Transfer and/or recognize revenue and appropriate up to \$218,000 to Science & Technology Advancement's FY 2016-17 Budget (Org 44), Capital Outlays Major Object, from the AES Settlement Projects Fund (35), BP ARCO Settlement Projects Fund (46) and Air Toxics Fund (15), as indicated in Tables 1 and 2.
2. Authorize the Procurement Manager, in accordance with SCAQMD Procurement Policy and Procedure, to:
  - a) Release RFQ Q2017-04 in an amount not to exceed \$100,000, and based on the results of the RFQ, issue a subsequent purchase order for a Fourier transform-infrared (FT-IR) microscope system with a macro attenuated total reflectance (ATR) sampling module, as listed in Table 1; and
  - b) Issue prior bid, last price purchase order to Shelter One in an amount not to exceed \$118,000 for two Mobile Air Monitoring Trailers, as listed in Table 2, based on the results of RFQ Q2014-11.
3. Recognize revenue and appropriate funding up to \$150,000, as needed, from the Air Toxics Fund (15) to Science & Technology Advancement's FY 2016-17

Budget (Org 44), Services and Supplies Major Object, for services and supplies necessary to conduct special monitoring and analysis programs used in the development of health risk assessments (HRAs).

4. Transfer and appropriate \$60,000 to Information Management's FY 2016-17 Budget (Org 27), Capital Outlays Major Object, from the BP ARCO Settlement Projects Fund (46) for software development to transfer air monitoring data from an upgraded data management system.

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Acting Executive Officer

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### **Background**

Air quality monitoring at SCAQMD continues to be an integral part of ongoing efforts to better characterize air toxic exposure and assess the progress and effectiveness of air quality programs. Currently, staff is conducting special monitoring and analysis programs in the City of Paramount at several facilities including Exide, Carlton Forge Works, AllenCo and Hixson Metal Finishing as well as in Aliso Canyon and Mecca. Additionally, samples are collected and analyzed to assess the impact of oil extraction operations, as well as source test toxic emissions from facilities such as Quemetco.

In addition to these initiatives and efforts to reduce and monitor toxic air contaminants, there are ongoing federal monitoring programs for toxics and general air quality, such as U.S. EPA's National Air Toxics Trends Sites (NATTS) program and near-road monitoring, which are also being conducted by staff. NATTS was developed to fulfill the need for long-term national hazardous air pollutant (HAP) monitoring data. The data compiled through these monitoring efforts serves as a continuum between past and future air measurements programs, such as MATES and PAMS, allows for more accurate evaluation of trends on a regional scale, and provides a basis for comparison of these special monitoring programs.

Lastly, laboratory microscopy programs conduct analyses for the resolution of fallout complaints, identification of trace components, micro-scale chemistry comparison to source materials and forensic analysis of unknown materials. This could include samples of paints, coatings, adhesives, lubricating oils, particle fallout, etc., to identify components and potential sources of emissions. These detailed analyses are dependent on a series of sophisticated analysis using FT-IR spectroscopy and associated software.

To maintain the demands of these high priority monitoring and analysis projects, SCAQMD's capability, response time and public dissemination of information and data capture rates can be enhanced with new updated laboratory instrumentation, measurement platforms and software.

### **Proposal**

To upgrade and modernize SCAQMD's air monitoring and laboratory capabilities, this action is to transfer and/or recognize revenue and appropriate up to \$218,000 to Science & Technology Advancement's FY 2016-17 Budget for the purchase of laboratory and field equipment, through competitive and sole source purchases, as described below and summarized in the Attachment, Tables 1 and 2. The use of AES Settlement Projects Fund (35), as recommended in this Board letter and identified in Table 1, is not restricted by the applicable statutes and the settlement agreement; however, in the past the Board restricted the use of these funds for fleet rules. With Board approval, monies in the AES Settlement Projects Fund (35) can be directed to other projects.

Additionally, this action is to recognize revenue and appropriate \$150,000 to Science & Technology Advancement's FY 2016-17 Budget from the Air Toxics Special Revenue Fund (15) for services and supplies necessary to conduct special monitoring and analysis programs which are used in the development of HRAs. Finally, this action is to also transfer and appropriate \$60,000 to Information Management's FY 2016-17 Budget from the BP ARCO Settlement Projects Fund (46) for software development to transfer air monitoring data from an upgraded data management system.

### Proposed Purchase through the RFQ Process

Micro FT-IR analysis is an analytical tool that is applied by the laboratory for the resolution of fallout complaints, identification of trace components, micro-scale chemistry comparison to source materials and forensic analysis of unknown materials. The power supply in the laboratory's micro FT-IR instrument failed in October 2015 and could not be repaired due to the age and unavailability of replacement parts for the instrument. The acquisition of a micro FT-IR system with ATR (attenuated total reflectance) capabilities and microscope would restore and greatly enhance the analytical capabilities of SCAQMD's laboratory with respect to particle analysis and identification. The Procurement Manager will release RFQ #Q2017-04 to solicit competitive formal bids, in accordance with SCAQMD's Procurement Policy and Procedure, for the purchase of this laboratory equipment. The approximate cost of this equipment is \$100,000.

### Proposed Purchase through Prior Bid, Last Price

Mobile platforms will be needed to house and deploy instruments that can conduct discrete and near real-time measurements of air pollutants. The mobile platform would need to be equipped with a generator, meteorological system, communications capability, heavy-duty air conditioning, insulation and the ability to carry and support a variety of air monitoring instruments and samplers. The approximate cost for these mobile trailers is \$118,000.

On June 6, 2014, RFQ #Q2014-11 was released for the purchase of a Mobile Air Monitoring Platform. Several bids were evaluated, and the bid provided by Shelter One was selected as the most competitive and responsive to the RFQ specifications. Shelter One agrees to abide by the same price for the purchase of two additional mobile platforms. Per SCAQMD's Procurement Policy and Procedures Section IV.B.5, which states that after confirming the validity of a prior price, an award may be made on the basis of a prior bid or on the basis of a last price, if the conditions of a previous purchase are similar. The current purchase request for an additional two trailers have the same basic characteristics as those purchased in 2014 pursuant to the previous RFQ.

### **Outreach**

In accordance with SCAQMD's Procurement Policy and Procedure, a public notice advertising the RFQs and inviting bids will be published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders may be notified utilizing SCAQMD's own electronic listing of certified minority vendors. Notice of the RFQ will be emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations and placed on the internet at SCAQMD's website (<http://www.aqmd.gov>) where it can be viewed by making the selection "Grants & Bids."

### **Benefits to SCAQMD**

The purchase of new laboratory instruments, monitoring platforms and software will provide for increased capability and greater efficiency of data display.

### **Resource Impacts**

Up to \$100,000 and \$59,000, respectively, will be transferred from the AES Settlement Projects Fund (35) and the BP ARCO Settlement Projects Fund (46) and up to \$59,000 in revenue will be recognized from the Air Toxics Fund (15) for a total of \$218,000 to be appropriated to Science & Technology Advancement's FY 2016-17 Budget (Org 44). These funds are adequate to cover the proposed Capital Outlay Major Object purchases listed in Tables 1 and 2. Of this \$218,000, total purchases through the RFQ process shall not exceed \$100,000 and total sole source purchases shall not exceed \$118,000. Additionally, up to \$150,000 from the Air Toxics Fund (15) will be recognized and appropriated to Science & Technology Advancement's FY 2016-17 Budget (Org 44), Services and Supplies Major Object, as needed. Lastly, \$60,000 will be transferred from the BP ARCO Settlement Projects Fund (46) and appropriated to Information Management's FY 2016-17 Budget (Org 27), Capital Outlays Major Object.

### **Attachment**

Table 1 - Proposed Purchase through RFQ Process

Table 2 – Proposed Purchase through Prior Bid, Last Price

Attachment

**Table 1**  
**Proposed Purchase through RFQ Process**

<b>Description</b>	<b>Qty</b>	<b>Funding Source</b>	<b>Estimated Cost</b>
FT-IR Microscope System with Macro ATR Sampling Module	1	Fund 35 (AES)	\$100,000

**Table 2**  
**Proposed Purchase through Prior Bid, Last Price and RFQ Q2014-11**

<b>Description</b>	<b>Qty</b>	<b>Funding Source</b>	<b>Estimated Cost</b>
Mobile Air Monitoring Trailers	2	Fund 46 (BP Arco) and Fund 15 (Air Toxics)	\$118,000 (\$59,000 per fund)