



**TECHNICAL ADVISORY COMMITTEE TO THE MSRC  
THURSDAY, APRIL 4, 2019 MEETING MINUTES  
21865 Copley Drive, Diamond Bar, CA 91765 - Room CC8**

**MSRC-TAC MEMBERS PRESENT:**

MSRC-TAC Chair Dan York, Cities of Riverside County  
MSRC-TAC Vice-Chair Anthony (AJ) Marquez, Orange County Board of Supervisors  
Jenny Chan (Alt.), Riverside County Transportation Commission  
Jason Farin, Riverside County Board of Supervisors  
Jaime Lai, Cities of Orange County  
Steven Lee, Los Angeles County Metropolitan Transportation Authority  
Rongsheng Luo, Southern California Association of Governments  
Kelly Lynn, San Bernardino County Transportation Authority  
Nicholas Nairn-Birch, California Air Resources Board  
Tim Olson, California Energy Commission  
Andy Silva, San Bernardino County Board of Supervisors  
Rick Teebay (Alt.), Los Angeles County Board of Supervisors  
Cliff Thorne, Orange County Transportation Authority

**OTHERS PRESENT:**

Azzam Jabsheh, City of Rialto  
Sam Corbett, Alta Planning and Design

**SCAQMD STAFF & CONTRACTORS**

Leah Alfaro, Contracts Assistant  
Penny Shaw Cedillo, MSRC Liaison  
John Kampa, Financial Analyst  
Daphne Hsu, Senior Deputy District Counsel  
Matt MacKenzie, Contracts Assistant  
Cynthia Ravenstein, MSRC Contracts Administrator

CALL TO ORDER

- Call to Order  
MSRC-TAC Chair Dan York called the meeting to order at 1:30 p.m.

**STATUS REPORT**

- Clean Transportation Policy Update

The Clean Transportation Policy Update provides information on key legislative and regulatory initiatives of potential interest to the MSRC. The report can be viewed at [www.cleantransportationfunding.org](http://www.cleantransportationfunding.org).

**CONSENT CALENDAR (Items 1 through 3)**

**Receive and Approve**

**Agenda Item #1 – Summary of Final Report by MSRC Contractors**

One final report was submitted for MSRC-TAC review and approval during April:

- Walnut Valley Unified School District, MS16097 (\$250,000 – Expand CNG Station & Modify Maintenance Facility)

ON MOTION BY MSRC-TAC VICE-CHAIR AJ MARQUEZ AND  
SECONDED BY MSRC-TAC ALTERNATE CLIFF THORNE, UNDER  
APPROVAL OF CONSENT CALENDAR ITEMS #1 – #3, THE MSRC-TAC  
UNANIMOUSLY VOTED TO RECEIVE AND APPROVE THE FINAL  
REPORT SUMMARY LISTED ABOVE.

ACTION: The final report summary will be included on the MSRC's next agenda for final action.

**Information Only – Receive and File**

**Agenda Item #2 – MSRC Contracts Administrator's Report**

The Contracts Administrator's Report for February 28, 2019 through March 27, 2019 was included in the agenda package.

ON MOTION BY MSRC-TAC VICE-CHAIR AJ MARQUEZ AND  
SECONDED BY MSRC-TAC ALTERNATE CLIFF THORNE, UNDER  
APPROVAL OF CONSENT CALENDAR ITEMS #1 – #3, THE MSRC-TAC  
UNANIMOUSLY VOTED TO RECEIVE AND FILE THE CONTRACTS  
ADMINISTRATOR'S REPORT FOR FEBRUARY 28, 2019 THROUGH  
MARCH 27, 2019.

ACTION: The Contracts Administrator's Report will be included on the MSRC's next agenda for final action.

**Agenda Item #3 – Financial Report on AB 2766 Discretionary Fund**

The Financial Report on the AB 2766 Discretionary Fund for March 2019 was distributed at the meeting.

ON MOTION BY MSRC-TAC VICE-CHAIR AJ MARQUEZ AND  
SECONDED BY MSRC-TAC ALTERNATE CLIFF THORNE, UNDER  
APPROVAL OF CONSENT CALENDAR ITEMS #1 – #3, THE MSRC-TAC  
UNANIMOUSLY VOTED TO RECEIVE AND FILE THE FINANCIAL  
REPORT FOR THE MONTH OF MARCH 2019.

ACTION: No further action is required.

**ACTION CALENDAR (Items 4 through 6)**

**Agenda Item #4 – Consider 16-Month Term Extension by City of Rialto, Contract #ML16077 (Implement Pedestrian Improvements and Bike Sharing)**

Cynthia Ravenstein, MSRC Contracts Administrator, reported this request comes from the City of Rialto. The City was awarded \$463,216 under the MSRC's FYs 2014-16 Local Government Match Program to complete pedestrian improvements on several roadways and to implement a bike sharing program. Subsequent to submitting their application and executing the contract, the City has begun to re-think their approach to the bike sharing program. New developments in the micro-mobility industry include the introduction of dockless bicycles as well as electric scooters. Prior to investing in and installing the traditional docking station hardware and bicycles, the City proposes to conduct a feasibility study to evaluate the older and newer options. The City requests a 16-month contract term extension to allow them to a) conduct the study, and b) if recommended by the study's results, the City would return to the MSRC to request additional changes to the project implementation.

MSRC TAC Member Andy Silva asked what pedestrian improvements and where?

PUBLIC COMMENT: Azzam Jabsheh, City of Rialto responded there are two portions to this grant: (1) pedestrian improvements - those plans are under review by the Division of the State Architect in San Diego; and (2) the Bike Share Program, for which we hired Alta Planning and Design to conduct the feasibility study.

PUBLIC COMMENT: Sam Corbett, Alta Planning and Design, added the pedestrian improvements will include areas on Etiwanda Avenue, Baseline Road, Maple Avenue, Riverside Avenue and Pepper Avenue. We are going to be adding three signalized pedestrian intersections with accessible pedestrian signals and rapid rectangular flashing beacons; re-striping 36 crosswalks with high-visibility markings; installing 68 ADA compliant ramps; and reinforcing 1,175 linear feet of sidewalk. We're going to be completing bike lines on Baseline Avenue and

Maple Avenue to Pepper Avenue to Baseline Avenue, Foothill Blvd., and a couple other locations. Mixing both programs, the Etiwanda Corridor program with the Bike Share, will give us a system that people will be able to use going to parks, transit stations, etc. For the school kids it will be a micro-mobility system once we have all these programs in place.

MSRC TAC Member Andy Silva asked what is the range of projects you are looking at and what areas will it serve?

PUBLIC COMMENT: Sam Corbett responded that the current scope is actually very narrow and focused. It's based on what is traditionally known as dock systems. Because things have shifted so much in the last couple of years, we're asking for this contract amendment to give us time to look at a whole realm of options from dockless systems to traditional dock systems, and other micro-mobility options. We are looking citywide at demand analysis, equity analysis and best practices. It's just been the upfront work for this study but now we're getting to the point where we're starting to think about developing recommendations. Before we do that, we are seeing that our scope doesn't align particularly well.

PUBLIC COMMENT: Azzam Jabsheh added we are excited about this project because we will install some sort of system along the Rialto trails that will extend from Upland-Montclair all the way to Rialto. We will be working closely with the Cities of Rancho Cucamonga and Fontana.

MSRC TAC Member Jaime Lai noted that the City of Anaheim is researching the e-scooter side. We are in the process of understanding the permitting requirements. If you were to go through the permitting program, will you be requesting part of the funds to help with the administration cost?

PUBLIC COMMENT: Sam Corbett responded yes, if we were to develop that as a recommendation. If it is more of a dockless system, and less of an infrastructure option, where private companies are actually operating it versus the City potentially who will be responsible for operating a more traditional dock system. If that is a direction that we go in terms of the recommendations, we would be looking at the permits and the licensing agreements.

PUBLIC COMMENT: Azzam Jabsheh added that will be part of the completed feasibility study and that is something we will look into in detail.

MSRC TAC Member Jaime Lai asked is that allowed as an eligible expense? Ms. Ravenstein responded right now the only thing that is before you is the term extension. There were not a lot of these kinds of projects proposed under that program. I will need to double check, but I do not believe there were any restrictions.

MSRC-TAC Chair Dan York added it might be helpful if once you complete your feasibility study, you come and report back to the MSRC-TAC as to the direction you are going to go and if at that time the scope needs to be amended based on the recommendations of your report.

**ON MOTION BY MSRC-TAC MEMBER ANDY SILVA AND SECONDED BY MSRC-TAC MEMBER JAIME LAI, THE MSRC-TAC UNANIMOUSLY VOTED TO RECOMMEND TO APPROVE FOR THE CITY OF RIALTO, CONTRACT #ML16077, A 16-MONTH TERM EXTENSION.**

**ACTION:** MSRC staff will include this contract modification on the next MSRC agenda for approval.

**2016-18 WORK PROGRAM**

**Agenda Item #5 – Consider Selection of Specific Project Elements and Reallocation of Costs between Tasks by Southern California Association of Governments (SCAG), Contract #MS18015 (\$2,000,000 – Implement Future Communities Program)**

Cynthia Ravenstein, MSRC Contracts Administrator, reported this request comes from the Southern California Association of Governments (SCAG). The MSRC allocated \$2 million to partner with SCAG on their broad-based “Future Communities” regional program to support local agencies in implementing pilot projects to reduce VMT through the use of new technologies and enhanced data analytics. The MSRC’s allocation was based upon receipt of matching funds of at least an equivalent amount, to be provided collectively between SCAG and participating city and county governments. Additionally, the MSRC’s contribution was to be split equally amongst projects in the Los Angeles, Orange, Riverside, and San Bernardino Counties, unless meritorious projects totaling \$500,000 were not received from within a county. Contract #MS18015 was executed to effectuate the award. Task I required SCAG to research promising practices. Task II required selection of specific project elements. SCAG issued a Call for Projects for city and county jurisdictions to implement the project elements. With input from the MSRC’s Technical Advisor, SCAG has developed a proposed project list for MSRC approval. Only one application was submitted from a jurisdiction within Orange County, so the remaining funds allocated for Orange County projects are proposed to be distributed to other jurisdictions. Additionally, SCAG has been able to accomplish Task I and Task II at lower costs than anticipated. SCAG requests to reallocate \$50,000 from Task I, \$40,000 from Task II and \$10,000 from Task IV (Reporting) to Task III (Implementation). There would be no change to the MSRC’s contribution to the project, all of which would continue to be applied to Task III.

ON MOTION BY MSRC-TAC ALTERNATE RICK TEBBAY, AND  
SECONDED BY MSRC-TAC MEMBER KELLY LYNN, THE MSRC-TAC  
UNANIMOUSLY VOTED TO RECOMMEND TO APPROVE FOR  
SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS THE  
PROJECT LIST AND REALLOCATE \$50,000 FROM TASK I, \$40,000 FROM  
TASK II AND \$10,000 FROM TASK IV TO TASK III.

**ACTION:** MSRC staff will include this project list and cost reallocation on the next MSRC agenda for approval.

## **2018-21 WORK PROGRAM**

### **Agenda Item #6 – Consider Request for Proposals for MSRC Programmatic Outreach Services**

Cynthia Ravenstein, MSRC Contracts Administrator, reported the MSRC generally has a consultant to help them with outreach and publicity of MSRC's accomplishments and it's time once again to do a solicitation for Programmatic Outreach Services. The current contractor, the Better World Group Advisors' contract expires December 31, 2019. The MSRC-TAC Administrative Subcommittee met and considered potential changes from the last solicitation. South Coast AQMD, who lets contracts on behalf of MSRC, likes to see things get competed on a regular basis. But there was a thought that the MSRC is embarking on a three-year Work Program for the first time and maybe it would be a good idea to have the initial contract period be for three-years. The Administrative Subcommittee recommends an initial three-year period with a two-year option, which the MSRC at their sole discretion could exercise. In terms of the contract value, the Subcommittee thought it might be better not put an absolute value in terms of a limit; that is at the discretion of the MSRC. It is expected that the most competitive proposals would fall within the \$200,000 to \$250,000 range for the base three year period. This represents an increase over the previous period. A certain amount is for the cost of living but also it is expected that the outreach contractor might be taking on a slightly bigger role in some of the work that is expected with this Large-Scale Work Program. The recommendation is for the RFP to be released and it is anticipated that there would be some interviews of the highest-ranked bidders over the summer.

ON MOTION BY MSRC-TAC MEMBER ANDY SILVA, AND SECONDED BY MSRC-TAC MEMBER RONGSHEUN LUO, THE MSRC-TAC UNANIMOUSLY VOTED TO RECOMMEND TO APPROVE A REQUEST FOR PROPOSALS FOR MSRC PROGRAMMATIC OUTREACH SERVICES AT A TARGETED FUNDING AMOUNT BETWEEN \$200,000 TO \$250,000 FOR THE INITIAL THREE-YEAR PERIOD, WITH ONE TWO-YEAR OPTION PERIOD, AS PART OF THE FY 2018-21 WORK PROGRAM.

**ACTION:** MSRC staff will include this proposed RFP on the next MSRC agenda for approval.

## **OTHER BUSINESS**

### **Agenda Item #7 – Other Business**

MSRC-TAC Chair Dan York commented we expect that we will get an update from The Better World Group mid-month on their recommendations on the Goods Movement Program, this bigger Three-Year Work Program.

MSRC-TAC Alternate Rick Teebay commented the South Coast AQMD has contacted every school under their jurisdiction and every school will get at least one electric bus. There's going to be a real need for some sort of infrastructure. Also, the Air Resources Board is working on a new regulation for EVSEs and DC fast chargers. It should go before the board for adoption this summer. The regulation addresses the lack of credit card readers. They want a credit card reader

for every public installation. The implementation date for the regulation of DC fast chargers is the summer of 2020.

MSRC-TAC Alternate Cliff Thorne commented that last Saturday, the Orange County Transportation Authority had a major milestone. We were able to accept our first hydrogen fuel cell electric bus. The last test that was hanging out there was the range, we were able to achieve 300.1 miles; the specification was 300 miles. This is good news for us because the remaining nine production buses will now start coming. Our fuel station is well underway, all the major equipment has been attached and we're hoping that will be ready for fueling by the middle of May.

MSRC-TAC Member Andy Silva commented the governor's budget has a ton of money for the AB 617 Program and San Bernardino is an AB 617 community. The Community Steering Committee has identified truck traffic as our main issue in Muscoy (an unincorporated portion of San Bernardino). The MSRC-TAC may be asked at some point to help. Also, SB 732 is legislation that would authorize South Coast AQMD to impose a transactions and use tax within its boundaries for air quality. The bill was amended on the 27<sup>th</sup> and will have a hearing on the 24<sup>th</sup>. SBCTA is opposed to it and RCTC has put conditions on it.

**PUBLIC COMMENTS:**

No public comment.

**ADJOURNMENT**

THERE BEING NO FURTHER BUSINESS, THE MSRC-TAC MEETING  
ADJOURNED AT 2:09 P.M.

**NEXT MEETING:** Next meeting: Thursday, May 2, 2019, 1:30 p.m., at the South Coast Air Quality Management District.

(Minutes prepared by Penny Shaw Cedillo)