



**TECHNICAL ADVISORY COMMITTEE TO THE MSRC  
THURSDAY, SEPTEMBER 7, 2017 MEETING MINUTES  
21865 Copley Drive, Diamond Bar, CA 91765 - Room CC8**

**MSRC-TAC MEMBERS PRESENT:**

(MSRC-TAC Chair) Gretchen Hardison, City of Los Angeles  
(MSRC-TAC Vice-Chair) Dan York, Cities of Riverside County  
Martin Buford, Regional Rideshare Agency  
John Kato, Air Pollution Expert  
Steven Lee, Los Angeles County Metropolitan Transportation Authority  
Rongsheng Luo, Southern California Association of Governments  
Kelly Lynn, San Bernardino County Transportation Authority  
Lorelle Moe-Luna, Riverside County Transportation Commission  
Sean O'Connor, Cities of San Bernardino County  
Andy Silva, San Bernardino County Board of Supervisors  
Eddie Washington, Los Angeles County Board of Supervisors  
Vicki White, South Coast Air Quality Management District  
Laura Zaremba-Schmidt, California Air Resources Board  
Sue Zuhlke, Orange County Transportation Authority

**OTHERS PRESENT:**

Melissa Noone, Riverside County Board of Supervisors  
Rick Teebay, Los Angeles County Board of Supervisors

**SCAQMD STAFF & CONTRACTORS**

Leah Alfaro, Contracts Assistant  
Penny Shaw Cedillo, MSRC-TAC Administrative Liaison  
Ray Gorski, MSRC Technical Advisor-Contractor  
Christina Kusnandar, Contracts Assistant  
Matt MacKenzie, Contracts Assistant  
Cynthia Ravenstein, MSRC Contracts Administrator  
Veera Tyagi, Principal District Counsel

**CALL TO ORDER**

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

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

**Receive and Approve**

**Agenda Item #1 – Minutes for the August 3, 2017 MSRC-TAC Meeting**

The minutes for the August 3, 2017 MSRC-TAC meeting were not yet available.

**Information Only – Receive and File**

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

This report covers key issues addressed by MSRC staff, status of open contracts, and administrative scope changes from July 27 through August 30, 2017.

ON MOTION BY MSRC-TAC MEMBER SUE ZUHLKE AND SECONDED BY MSRC-TAC MEMBER STEVEN LEE, UNDER APPROVAL OF CONSENT CALENDAR ITEMS 2-3, THE MSRC-TAC UNANIMOUSLY RECEIVED AND FILED THE CONTRACTS ADMINISTRATOR’S REPORT FOR JULY 27 THROUGH AUGUST 30, 2017.

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 July 2017.

ON MOTION BY MSRC-TAC MEMBER SUE ZUHLKE AND SECONDED BY MSRC-TAC MEMBER RONGSHENG LUO, UNDER APPROVAL OF CONSENT CALENDAR ITEMS 2-3, THE MSRC-TAC UNANIMOUSLY RECEIVED AND FILED THE FINANCIAL REPORT FOR THE MONTH OF JULY 2017.

ACTION: No further action is required.

**ACTION CALENDAR (Items 4 through 9)**

**Agenda Item #4 – Consider 7-Month Term Extension to the City of Newport Beach, Contract #ML11045 (\$30,000 – Purchase One Heavy-Duty Natural Gas Vehicle)**

Cynthia Ravenstein, MSRC Contracts Administrator reported on this item. The City of Newport Beach requests a 7-month term extension, as part of the FY 2011-12 Local Government Match Program, due to delays associated with plan and specification issues.

ON MOTION BY MSRC-TAC MEMBER SUE ZUHLKE AND SECONDED BY MSRC-TAC MEMBER LAURA ZAREMBA-SCHMIDT, THE MSRC-TAC UNANIMOUSLY VOTED TO RECOMMEND TO APPROVE FOR THE CITY OF NEWPORT BEACH, CONTRACT #ML11045, A 7-MONTH TERM EXTENSION.

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

**Agenda Item #5 – Consider 5-Month Term Extension to the City of Corona, Contract #ML14019 (\$178,263 – Install Electric Vehicle Charging and Bicycle Infrastructure)**

Cynthia Ravenstein, MSRC Contracts Administrator reported on this item. The City of Corona requests a 5-month term extension due to Americans with Disabilities Act requirements and longer than anticipated time for setting of meter pedestals.

ON MOTION BY MSRC-TAC MEMBER LORELLE MOE-LUNA AND SECONDED BY MSRC-TAC MEMBER SEAN O’CONNOR, THE MSRC-TAC UNANIMOUSLY VOTED TO RECOMMEND TO APPROVE FOR THE CITY OF CORONA, CONTRACT #ML14019, A 5-MONTH TERM EXTENSION.

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

**Agenda Item #6 – Consider 24-Month Term Extension to the City of Moreno Valley, Contract #ML16041 (\$20,000 – Install Electric Vehicle Charging)**

Cynthia Ravenstein, MSRC Contracts Administrator reported on this item. The City of Moreno Valley requests a 24-month term extension to allow them time to assess likely demand for the infrastructure. Some MSRC-TAC members expressed concerns about the length of the extension, given the City’s uncertainty as to whether they would proceed. It was suggested that a one-year term extension would provide enough time for the City to gather their data, and if they wanted to continue, they could request an additional extension.

ON MOTION BY MSRC-TAC VICE-CHAIR SUE ZUHLKE AND SECONDED BY MSRC-TAC CHAIR GRETCHAN HARDISON, THE MSRC-TAC UNANIMOUSLY VOTED TO RECOMMEND TO APPROVE FOR THE CITY OF MORENO VALLEY, CONTRACT #ML16041, A 12-MONTH TERM EXTENSION.

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

[MSRC-TAC Chair Gretchen Hardison arrived at 1:36 p.m.]

[MSRC-TAC Member Eddie Washington arrived at 1:38 p.m.]

[MSRC-TAC Member Rongsheng Luo arrived at 1:40 p.m.]

**Agenda Item #7 – Consider Modified Statement of Work and 17-Month Term Extension to the City of Duarte, Contract #ML14067 (\$60,000 – Purchase Two Heavy-Duty Natural Gas Vehicles)**

Cynthia Ravenstein, MSRC Contracts Administrator reported on this item. The City requests to substitute the purchase of electric buses for the natural gas buses specified in the contract. In order to accommodate this change, they also request a 17-month term extension

ON MOTION BY MSRC-TAC MEMBER SUE ZUHLKE AND SECONDED BY MSRC-TAC MEMBER LORELLE MOE-LUNA, THE MSRC-TAC UNANIMOUSLY VOTED TO RECOMMEND TO APPROVE FOR THE CITY OF DUARTE, CONTRACT #ML14067, A MODIFIED STATEMENT OF WORK AND A 17-MONTH TERM EXTENSION.

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

MSRC-TAC Vice-Chair Dan York turned the meeting over to MSRC-TAC CHAIR Gretchen Hardison.

**FY 2016-18 WORK PROGRAM**

**Agenda Item #8 – Consider Funding for Application Received under the Natural Gas Infrastructure Program**

Cynthia Ravenstein, MSRC Contracts Administrator reported on this item.

As an element of their FYs 2016-18 Work Program, the MSRC allocated \$4 million to fund new and expanded CNG and LNG refueling stations, as well as modifications to vehicle maintenance facilities and technician training. A Program Announcement was released on June 2, 2017. The MSRC has previously funded one application for \$82,500. The MSRC has received an additional application requesting \$36,000 for installation of a slow-fill fueling station, and the

Alternative Fuel Infrastructure Subcommittee recommends approval of an award to the City of Hermosa Beach in an amount not to exceed \$36,000.

ON MOTION BY MSRC-TAC MEMBER RONSHENG LUO AND  
SECONDED BY MSRC-TAC MEMBER MARTIN BUFORD,  
UNANIMOUSLY RECOMMENDS TO APPROVE AN AWARD TO THE  
CITY OF HERMOSA BEACH FOR \$36,000.

**ACTION:** This award will be included on the next MSRC agenda for approval.

**Agenda Item #9 – Consider Funding for Applications Received under the Major Event Center Transportation Program**

MSRC-TAC Member Kelly Lynn, TCM Subcommittee Chair, reported on this item.

As an element of their FYs 2016-18 Work Program, the MSRC allocated \$5 million to fund projects assisting venues not sufficiently served by transportation service. A Program Announcement was released on March 3, 2017. To date, the MSRC has awarded a total of \$1,657,058. Two additional applications from Southern California Regional Rail Authority (Metrolink) are being brought forward for consideration: Metrolink is requesting \$351,186 for special train service in support of professional football games held at the Coliseum in 2017 and 2018, and Metrolink is requesting \$239,565 for special train service to the 2017 Festival of Lights in Riverside. The TCM Subcommittee recommends approval of an award not to exceed \$351,186 for service to the Coliseum and an award not to exceed \$239,565 for service to the Festival of Lights.

ON MOTION BY MSRC-TAC MEMBER SUE ZUHLKE AND SECONDED  
BY MSRC-TAC MEMBER LORELLE MOE-LUNA, THE MSRC-TAC  
UNANIMOUSLY RECOMMENDS APPROVAL OF AWARDS OF \$351,186  
AND \$239,565 TO METROLINK.

**ACTION:** These awards will be included on the next MSRC agenda for approval.

**OTHER BUSINESS**

**Agenda Item #10 – Other Business**

No other business was introduced.

**PUBLIC COMMENTS:**

No public comment.

**ADJOURNMENT**

THERE BEING NO FURTHER BUSINESS, THE MSRC-TAC MEETING  
ADJOURNED AT 1:59 P.M.

**NEXT MEETING:** Next meeting: Thursday, October 5, 2017, 1:30 p.m., at the South Coast Air  
Quality Management District.

(Minutes prepared by Penny Shaw Cedillo)