

**December 12, 2018**

**STATEMENT OF PROCEEDINGS**

*The Minutes of the*

***AIR POLLUTION CONTROL BOARD  
REGULAR MEETING***

**COUNTY OF SAN DIEGO  
AIR POLLUTION CONTROL DISTRICT**

STATEMENT OF PROCEEDINGS  
COUNTY OF SAN DIEGO AIR POLLUTION CONTROL BOARD  
REGULAR MEETING  
MEETING AGENDA  
**WEDNESDAY, DECEMBER 12, 2018, 9:00 AM**  
BOARD OF SUPERVISORS NORTH CHAMBER  
1600 PACIFIC HIGHWAY  
SAN DIEGO, CA 92101

A. REGULAR SESSION: Meeting was called to order at 9:02 a.m.

PRESENT: Members Kristin Gaspar, Chairwoman; Dianne Jacob, Vice-Chairwoman; Greg Cox; Ron Roberts; Bill Horn; also, Andrew Potter, Assistant Clerk of the Board of Supervisors.

B. Public Communication: No speakers

C. Approval of the Statement of Proceedings/Minutes for the meeting of November 14, 2018.

**ACTION:**

ON MOTION of Member Roberts, seconded by Member Horn, the Air Pollution Control Board of the San Diego County Air Pollution Control District approved the Statement of Proceedings/Minutes for the meeting of November 14, 2018, on Consent.

AYES: Cox, Jacob, Gaspar, Roberts, Horn

NOTICE: THE BOARD OF SUPERVISORS MAY TAKE ANY ACTION WITH RESPECT TO THE ITEMS INCLUDED ON THIS AGENDA. RECOMMENDATIONS MADE BY COUNTY STAFF DO NOT LIMIT ACTIONS THAT THE BOARD OF SUPERVISORS MAY TAKE. MEMBERS OF THE PUBLIC SHOULD NOT RELY UPON THE RECOMMENDATIONS IN THE BOARD LETTER AS DETERMINATIVE OF THE ACTION THE BOARD OF SUPERVISORS MAY TAKE ON A PARTICULAR MATTER.

**Agenda Items**

**Agenda #      Subject**

1.            AUTHORIZATION FOR SINGLE SOURCE PROCUREMENT OF EQUIPMENT AND SERVICES FOR THE PHOTOCHEMICAL ASSESSMENT MONITORING STATION (PAMS)  
              [FUNDING SOURCE: A GRANT FROM THE U.S. ENVIRONMENTAL PROTECTION AGENCY]

1. **SUBJECT: AUTHORIZATION FOR SINGLE SOURCE PROCUREMENT OF EQUIPMENT AND SERVICES FOR THE PHOTOCHEMICAL ASSESSMENT MONITORING STATION (PAMS) (DISTRICTS: ALL)**

**OVERVIEW**

The Air Pollution Control District (District) operates a network of 10 ambient air pollution monitoring stations located throughout the San Diego region. These stations measure the levels of several air pollutants including ozone, which damages the lungs, and Volatile Organic Compounds (VOCs), which form ozone when they are exposed to sunlight and warm temperatures. Air quality monitoring is required by the federal law and is crucial to the District's mission of improving air quality to protect public health and the environment.

As part of its air monitoring program, the District has operated a federally mandated Photochemical Assessment Monitoring Station (PAMS) since 1994 that utilizes specialized instruments to measure VOCs. Recently, the U. S. Environmental Protection Agency (EPA) redesigned the PAMS program to include more stringent monitoring requirements. With this, the EPA has provided new analytical equipment (an automatic gas chromatograph that identifies each VOC compound) for sampling and analysis of the air pollutants in support of the program.

This new analytical equipment will require supplementary equipment, software, and ongoing maintenance and must be operational by July 2019 to comply with federal requirements. The District, with input from the EPA, has determined Orsat, LLC (Orsat) is the only company with the technical expertise, experience, and capacity to provide all the necessary equipment and services in a complete package. Their unique software integrates data communications between the instruments and other equipment, ensuring data continuity and accuracy for the large datasets generated.

Today's proposed action will authorize the District to enter into a contract with Orsat to provide the necessary services and supplies to support the PAMS program at an anticipated cost of \$600,000 over five years. The funding source is a federal grant from the U.S. EPA.

**RECOMMENDATION(S)**

**AIR POLLUTION CONTROL OFFICER**

1. Find that this action is exempt from the requirements of the California Environmental Quality Act pursuant to Section 15306 of the CEQA Guidelines, which exempts projects involving, "basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource," and in accordance with section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, since it can be seen with certainty that there is no possibility that the activity in question may have a significant adverse effect on the environment.
2. In accordance with Board Policy A-87, Competitive Procurement, approve and authorize the Director of the Department of Purchasing and Contracting to enter into negotiations with Orsat and subject to successful negotiations and determination of a fair and reasonable price, award a contract for ancillary equipment, data validation software, installation, troubleshooting services, and maintenance services for a period of five years, and to amend the contract as needed to reflect changes to requirements and funding.

**FISCAL IMPACT**

Funds for this request are included in the Fiscal Year 2018-19 Operational Plan for the Air Pollution Control District. If approved, this request will result in anticipated costs of \$200,000 in Fiscal Year 2018-19. Costs in subsequent years, estimated at \$100,000 per year for the next 4 fiscal years, will be included in future Operational Plans for the Air Pollution Control District. The funding source is a grant from the U.S. Environmental Protection Agency. There will be no change in net General Fund cost and no additional staff years.

**BUSINESS IMPACT STATEMENT**

N/A

**ACTION:**

ON MOTION of Member Roberts, seconded by Member Horn, the Air Pollution Control Board of the San Diego County Air Pollution Control District took action as recommended, on Consent.

AYES: Cox, Jacob, Gaspar, Roberts, Horn

There being no further business, the Air Pollution Control Board of the San Diego County Air Pollution Control District adjourned at 11:09 a.m.

DAVID HALL  
Air Pollution Control Board  
San Diego County Air Pollution Control District

Notes: Santiago

NOTE: This Statement of Proceedings sets forth all actions taken by the San Diego County Air Pollution Control Board on the matters stated, but not necessarily the chronological sequence in which the matters were taken up.

Approved by the Members of the Board, on Wednesday, March 27, 2019.



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DIANNE JACOB  
Chairwoman

Attest:



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ANDREW POTTER  
Clerk of the Board