

DATE: AUGUST 16, 2022

FROM: ENVIRONMENTAL MANAGEMENT

SUBJECT: RESOLUTION NO. _____ - PERSONAL SERVICES AGREEMENTS AMONG THE CITY OF LOS ANGELES HARBOR DEPARTMENT AND ASPEN ENVIRONMENTAL GROUP; CASTLE ENVIRONMENTAL CONSULTING, LLC; CDM SMITH INC.; DUDEK; ICF JONES & STOKES, INC.; LEIDOS, INC.; AND RAMBOLL US CONSULTING, INC. TO CONDUCT AS-NEEDED ENVIRONMENTAL DOCUMENTATION AND SPECIAL STUDIES

SUMMARY:

Staff requests approval of the proposed Agreements with Aspen Environmental Group (Agoura Hills, CA), Castle Environmental Consulting, LLC (Los Angeles, CA), CDM Smith Inc. (Los Angeles, CA), Dudek (Pasadena, CA), ICF Jones & Stokes, Inc. (Los Angeles, CA), Leidos, Inc. (San Diego, CA), and Ramboll US Consulting, Inc. (Los Angeles, CA) to provide the City of Los Angeles Harbor Department (Harbor Department) with as-needed environmental documentation and special studies. This action will authorize seven as-needed agreements, each for a three-year term, with a combined total not-to-exceed amount of \$18,000,000. The Harbor Department is financially responsible for payment of expenses incurred under the proposed Agreements. The Harbor Department will seek reimbursement from third parties whenever possible, for the preparation of environmental documents.

RECOMMENDATION:

It is recommended that the Board of Harbor Commissioners (Board):

1. Find that the Director of Environmental Management has determined that the proposed action is administratively and categorically exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II Section 2(f) and Article III Class 6(2) of the Los Angeles City CEQA Guidelines;
2. Find that in accordance with the City Charter Section 1022, work under the subject Agreements can be performed more feasibly by independent consultants rather than by City of Los Angeles employees;
3. Approve the Agreement with Aspen Environmental Group for a term of three years for the total not-to-exceed amount of \$3,500,000;

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4. Approve the Agreement with Castle Environmental Consulting, LLC for a term of three years for the total not-to-exceed amount of \$750,000;
5. Approve the Agreement with CDM Smith Inc. for a term of three years for the total not-to-exceed amount of \$3,000,000;
6. Approve the Agreement with Dudek for a term of three years for the total not-to-exceed amount of \$2,000,000;
7. Approve the Agreement with ICF Jones & Stokes, Inc. for a term of three years for the total not-to-exceed amount of \$2,500,000;
8. Approve the Agreement with Leidos, Inc. for a term of three years for the total not-to-exceed amount of \$4,000,000;
9. Approve the Agreement with Ramboll US Consulting, Inc. for a term of three years for the total not-to-exceed amount of \$2,250,000;
10. Authorize the Executive Director to execute and the Board Secretary to attest to said Agreements for and on behalf of the Board; and
11. Adopt Resolution No. _____.

DISCUSSION:

Background/Context – The proposed Agreements support the Harbor Department in its responsibilities to conduct studies and prepare documents for compliance with CEQA and the National Environmental Policy Act (NEPA), and perform other environmental technical work related to sustainability, air quality, and mitigation monitoring and reporting. The Harbor Department’s Environmental Management Division (EMD) completes major Environmental Impact Reports (EIR) with assistance from consultant teams reaching as high as 20-30 individuals per EIR, with one dedicated EMD staff person functioning as the project manager. Consultant services also support the completion of Negative Declarations/Mitigated Negative Declarations, mitigation monitoring and reporting, special studies in air quality and cultural resources, and sustainability reporting. The scope and complexity of Harbor Department projects require personnel with specialized skill sets in areas such as health risk assessments, historical resources, noise, greenhouse gases and climate change, and regional transportation. As a result, staff believes this level and quality of consultant services is necessary to continue to provide ongoing comprehensive and legally defensible environmental assessments for Harbor Department and applicant development projects. In support of these and other efforts, staff requests approval of the proposed Agreements for a term of three years (Transmittal 1a-1g).

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Services to be Performed – Contractual services to be performed under the proposed Agreements are detailed in the Agreements’ Scope of Work and include:

- EIRs and Joint EIR/Environmental Impact Studies;
- Negative Declarations and Mitigated Negative Declarations;
- Aesthetics;
- Air Quality, Criteria Pollutant Modeling and Health Risk Assessments;
- Biological Resources;
- Cultural Resources;
- Energy Analyses;
- Greenhouse Gases;
- Hazards and Hazardous Materials Analysis;
- Noise Analysis;
- Transportation Analysis; and
- Other analyses required for compliance with CEQA.

The terms of the current agreements expire on October 23, 2022, and these new proposed Agreements are needed to continue to provide the necessary environmental documentation and special environmental services for the Harbor Department. These professional service agreements support operational and capital development projects.

Work Assignments – Work under these proposed Agreements will be authorized through a Project Directive (PD) process and approved by the Executive Director. Each PD will include a detailed scope of work, schedule, Small Business Enterprise (SBE) anticipated participation level, and a cost estimate.

Selection Process – On March 11, 2022, the Harbor Department issued a Request for Proposal (RFP) for As-Needed CEQA/NEPA Documentation and Special Studies. The RFP was posted on the Port of Los Angeles’ website and on RampLA.org. Automatic email notifications were sent out to all those firms registered on the Los Angeles Regional Alliance Marketplace for Procurement (RAMP) under the applicable North American Industry Classification System Codes. A total of 88 RAMP users downloaded the RFP.

A total of 10 proposals were received by the April 7, 2022 deadline. Proposals were reviewed using evaluation criteria published in the RFP (Transmittal 2). All 10 proposers were invited to oral interviews that occurred on May 9 and 10, 2022. Oral interviews were used to explore and determine breadth and depth of the expertise firms could provide to the Harbor Department. Interview questions were set up in consultation with the Contracts and Purchasing Division (Transmittal 3). The proposal and interview evaluation panel consisted of a Marine Environmental Manager, a Marine Environmental Supervisor, and the Director of Planning and Research from the Harbor Department, and the Manager of CEQA/NEPA Practices at the Port of Long Beach.

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The evaluation panel completed the scoring on the strength of the oral interview. The proposals were scored to a total of 100 points, as outlined in the RFP. Where applicable, a Local Business Preference of 8% was added to the score to determine the Final Score.

Interview Evaluation Summary

Team	Reviewer Average Score (% Total Points Available)				Local Business Enterprise	Final Score
	1	2	3	4		
1	91.5	89	79	93	8	96.125*
2	88	84	78	89	8	92.75*
3	82	85	69	81	8	87.25*
4	81	71	75	81	8	85*
5	85	66	71	81	8	83.75*
6	83	86	70	80	0	79.75*
7	77	66	65	73	8	78.25*
8	81.5	70	73	83	0	76.825
9	69	68	50	77	8	74
10	51	62	49	73	8	66.75

* **SELECTED**

Following the evaluation process and interviews, the top seven teams were selected as the most qualified to meet the Harbor Department's anticipated needs over the next three years. The prime contractors of the selected teams are Aspen Environmental Group, Castle Environmental Consulting, LLC, CDM Smith Inc., Dudek, ICF Jones & Stokes, Inc., Leidos, Inc., and Ramboll US Consulting, Inc. These teams exceed all necessary qualifications and experience to provide as-needed environmental document and related services. The selection of these teams is also designed to provide a certain amount of redundancy in Scope of Work expertise, which allows for flexibility in making work assignments as well as price competition to ensure that the Harbor Department will receive the most cost-effective services. Two of the firms, CDM Smith Inc. and Dudek, have previously held CEQA/NEPA as-needed contracts, but are not current EMD as-needed CEQA/NEPA consultants. The addition of these two firms provides a greater pool of consultant resources.

As a result, EMD recommends that the Harbor Department enter into three-year Agreements with the selected seven firms at the following identified not-to-exceed agreement amounts:

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Aspen Environmental Group	\$ 3,500,000
Castle Environmental Consulting, LLC	\$ 750,000
CDM Smith Inc.	\$ 3,000,000
Dudek	\$ 2,000,000
ICF Jones & Stokes, Inc.	\$ 2,500,000
Leidos, Inc.	\$ 4,000,000
Ramboll US Consulting, Inc.	\$ 2,250,000
TOTAL	\$ 18,000,000

EMD assigned not-to-exceed amounts to each proposed Agreement based on each team’s expertise and experience and information gathered from the written proposals and interviews. The types of projects and activities EMD anticipates undertaking over the next three years were also considered. This allocation ensures that consultants with proven capabilities are available, but also allows new teams or team members the opportunity to demonstrate their abilities. Actual assignments for work will be made based on budget allocations in each fiscal year. Further, as described above, where possible, contractors will be asked to submit bids for project work to obtain a competitive price for various work assignments.

Small Business Enterprise and Local Business Enterprise Preference Programs – The requirement for Small Business Enterprise (SBE) participation for each Agreement is 25%, including 5% Very Small Business Enterprise (VSBE) participation. This requirement can be met through the prime consultant or sub-consultant. The specific sub-consultant participation levels will be committed through each individual PD when work is assigned. Aspen Environmental Group is an SBE and Castle Environmental Consulting, LLC is a VSBE; therefore, 100% of their services will apply towards these goals. The other five teams have sub-consultants that include SBE and VSBE, and Women Business Enterprises. Six of the selected seven consultants are local businesses.

ENVIRONMENTAL ASSESSMENT:

The proposed action is approval of seven as-needed agreements for as-needed environmental documentation and special studies, which is an administrative activity related to basic data collection, field-testing, research, experimental management and resource activities. Therefore, the Director of Environmental Management has determined that the proposed action is administratively and categorically exempt from the requirements of CEQA in accordance with Article II Section 2(f) and Article III Class 6(2) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

Approval of the proposed Agreements authorizes a total not-to-exceed amount of \$18,000,000 over three years for environmental consulting services. The demand for environmental services will be guided by the Harbor Department’s determination of

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scheduled capital development projects and lease negotiations that are approved. It is anticipated that funds under the proposed Agreements will be expended as follows:

Fiscal Year	Operating Budget	Receivable	Capital	Total
FY 22/23	\$200,000	\$800,000	\$3,000,000	\$4,000,000
FY 23/24	\$350,000	\$1,100,000	\$4,500,000	\$5,950,000
FY 24/25	\$350,000	\$1,100,000	\$4,500,000	\$5,950,000
FY 25/26	\$100,000	\$500,000	\$1,500,000	\$2,100,000
Total	\$1,000,000	\$3,500,000	\$13,500,000	\$18,000,000

A total of \$4,000,000 is anticipated to be expended in Fiscal Year (FY) 22/23 under the proposed Agreements.

\$200,000 of the funds to be expended in FY 22/23 will be operating in nature. FY 22/23 Operating Funds in the amount of \$200,000 are available in Account 54260 (Environmental Assessment Services), Center 0330, Program 000.

\$800,000 of the funds to be expended in FY 22/23 will be reimbursed by third parties and recorded as receivables within Account 11225 (Reimbursable Costs – Environmental Projects), Center 7000, Program 000 as cash outflows occur. Outstanding balances within Account 11225 will be subsequently amortized as reimbursements are received.

\$3,000,000 of the funds to be expended in FY 22/23 will be capital in nature. FY 22/23 Capital Funds in the amount of \$3,000,000 are available in Account 54260 in various Centers and Programs.

Future year funds will be requested through the Harbor Department's annual budgeting process, upon Board approval. The Harbor Department's financial obligations after the current fiscal year are contingent upon the Board appropriation of funds. If any subsequent fiscal year funds are not appropriated by the Board for the work required by the proposed Agreements, the Agreements shall be terminated. However, such termination shall not relieve the parties of liability for any obligations previously incurred. A funding out clause is included in each proposed Agreement.

CITY ATTORNEY:

The Office of the City Attorney has reviewed and approved the Agreements as to form and legality.

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TRANSMITTALS:

1. Proposed Agreements
 - a. Agreement with Aspen Environmental Group
 - b. Agreement with Castle Environmental Consulting, LLC
 - c. Agreement with CDM Smith Inc.
 - d. Agreement with Dudek
 - e. Agreement with ICF Jones & Stokes, Inc.
 - f. Agreement with Leidos, Inc.
 - g. Agreement with Ramboll US Consulting, Inc.
2. Proposal Evaluation Criteria
3. Oral Interview Questions

FIS Approval: MB
CA Approval: SO


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