



**THE PORT  
OF LOS ANGELES**

Executive Director's  
Report to the  
Board of Harbor Commissioners

**DATE: NOVEMBER 12, 2013**

**FROM: ENVIRONMENTAL MANAGEMENT**

**SUBJECT: RESOLUTION NO. \_\_\_\_\_ - APPROVAL OF EIGHT PERSONAL SERVICES AGREEMENTS FOR AS-NEEDED CEQA/NEPA DOCUMENTATION AND SPECIAL ENVIRONMENTAL SERVICES**

**SUMMARY:**

The Environmental Management Division (EMD) recommends approval of Agreements with AECOM Technical Services, Inc. (AECOM), CDM Smith, Inc. (CDM Smith), Dudek, ENVIRON International Corporation (ENVIRON), ICF Jones & Stokes, Inc. (ICF), and Parsons Transportation Group, Inc. (Parsons) to provide as-needed California Environmental Quality Act/National Environmental Policy Act (CEQA/NEPA) documentation preparation services, and Castle Environmental Consulting, LLC (Castle) and Environmental Compliance Solutions, Inc. (ECS) to provide special environmental services. The eight Agreements are for a term of three years each and for a combined total contract amount of \$27,800,000.

**RECOMMENDATION:**

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

1. 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 employees;
2. Approve the eight personal services Agreements for a term of three years each, with a combined contract total of \$27,800,000:
  - a. Agreement with AECOM Technical Services, Inc. (Los Angeles, CA) for \$4,300,000;
  - b. Agreement with CDM Smith, Inc. (Los Angeles, CA) for \$4,300,000;
  - c. Agreement with Dudek (San Juan Capistrano, CA) for \$4,300,000;
  - d. Agreement with ENVIRON International Corporation (Los Angeles, CA) for \$4,300,000;
  - e. Agreement with ICF Jones and Stokes, Inc. (Irvine, CA) for \$4,300,000;
  - f. Agreement with Parsons Transportation Group, Inc. (Pasadena, CA) for \$4,300,000;

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- g. Agreement with Castle Environmental Consulting, LLC (Los Angeles, CA) for \$1,000,000;
  - h. Agreement with Environmental Compliance Solutions, Inc. (Santa Monica, CA) for \$1,000,000; and
3. Authorize the Executive Director to execute and the Board Secretary to attest to said Agreements, for and on behalf of the Board; and
4. Adopt Resolution No. \_\_\_\_\_.

**DISCUSSION:**

Background/Context – The proposed Agreements support the City of Los Angeles Harbor Department (Harbor Department) in its responsibilities for assessing environmental impacts in accordance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA) for capital improvement projects, and other Harbor Department discretionary actions.

Since 2010, the Harbor Department's Environmental Management Division (EMD) has completed six 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 have also supported the completion of five Mitigated Negative Declarations, mitigation monitoring and reporting for construction projects, special studies in air quality and cultural resources, sustainability reporting, and staff augmentation through two full-time in-house CEQA/NEPA project managers. Continuing this approach will best leverage limited staff resources to meet production demands of ongoing and forecasted projects requiring environmental support over the next three years. Furthermore, the scope and complexity of Harbor Department projects increasingly require personnel with specialized skill sets in areas such as health risk assessments, 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 development projects.

During the past three years, seven consulting firms have performed as-needed environmental services for EMD. These agreements will expire on January 3, 2014 and are listed below with invoice levels as of October 2013:

CONSULTANT	AGR AMOUNT	INVOICED	COMMITTED	AVAILABLE
AECOM Technical Services, Inc.	3,200,000	348,421	849,481	2,350,519
CDM Smith, Inc.	3,200,000	2,035,749	2,260,282	939,718
Castle Environmental Consulting, LLC	1,200,000	102,456	123,076	1,076,924
ENVIRON International Corporation	3,200,000	2,991,182	3,149,744	50,256
ICF Jones & Stokes, Inc.	3,200,000	1,676,189	2,586,552	613,448
Science Applications Int. Corporation	3,200,000	1,726,514	1,817,373	1,382,627
Starcrest Consulting Group, LLC	800,000	43,195	61,000	739,000
<b>TOTAL</b>	<b>\$18,000,000</b>	<b>\$8,923,706</b>	<b>\$10,847,508</b>	<b>\$7,152,492</b>

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Based on the summary above, not all remaining funds will be expended under the term of the current agreements. The primary reasons are that some of the major development projects previously forecasted were delayed and start times for initiating environmental review services has changed over the last three years.

Services to be Performed – Services to be provided under the proposed Agreements (Transmittals 1a–1h) include (1) the preparation of CEQA/NEPA documents, specifically EIRs and Environmental Impact Statements (EIS), and (2) special environmental services in the areas of cultural and historic resources; air quality, toxic air contaminants, and greenhouse gases; sustainability planning and reporting; mitigation monitoring and reporting; and in-house CEQA/NEPA project management. The Scope of Work is attached as Transmittal 2.

These consultant services will help the Harbor Department with delivery of capital improvement projects and other projects requiring discretionary actions that are subject to compliance with CEQA, NEPA, and related federal, state, and local environmental laws and regulations. A list of current and forecasted projects requiring environmental assessments and special environmental services is attached in Transmittal 3.

Not all forecasted projects listed in Transmittal 3 are expected to require an EIR/EIS-level of assessment, nor are all of them projected to materialize during the term of these Agreements. However, given that some of the major development projects listed in Transmittal 3 have started environmental review or will be initiated in the coming months (i.e., YTI, Yang Ming, and Everport Container Terminal Improvement Project EIR/EISs and potential subsequent assessments for Ports O' Call Redevelopment and others), as well as the number of new forecasted projects that have been added to the list, the requested funding reflects staff's best judgment as to the amount of money that will need to be expended over the next three years for these services. To the extent conditions change and more of the forecasted projects actually materialize over the next three years and require EIR/EIS-level assessments, the current requested contract authorization may need to be augmented through additional Board action.

Work Assignments – Services will be provided on an as-needed basis as projects are proposed by the Harbor Department, tenants, or other applicants. For new development projects, a competitive process for assignment of work will be utilized to ensure the most cost-effective and timely delivery of services. Solicitation of proposals will be requested amongst the consultant firms within each category, and selection will be based on criteria established by the EMD such as, but not limited to, expertise covering the scope of work to be performed, estimated cost based on contractual labor rates, estimated schedule, and consultant project team availability. The work will be authorized through a Project Directive (PD) approved by the Executive Director. Each PD delineates the specific parameters for the tasks, including but not limited to: detailed scope of work, schedule, and cost.

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Selection Process – On March 26, 2013, a Request for Qualifications (RFQ) was posted on the Port of Los Angeles website and on the City of Los Angeles Business Assistance Virtual Network (LABVN). In its commitment to maximize opportunities for local and regional businesses, the RFQ was issued under the Local Business Preference Program where eligible prime consultants received an eight percent (8%) preference in their selection scores for qualifying as a Local Business Enterprises (LBE). Under the Scope of Work, firms were able to propose in either Categories 1 and 2, or Category 2 only. Category 1 includes full service CEQA/NEPA documentation and supporting technical analyses and Category 2 includes one or more special environmental services in areas of cultural and historic resources; air quality, toxic air contaminants, and greenhouse gases; sustainability planning and reporting; mitigation monitoring and reporting; and in-house CEQA/NEPA project management.

The Harbor Department received proposals from 22 firms. All but five firms were local businesses and eligible for the eight percent (8%) preference in their selection score. The listing of all proposers and their classification is attached in Transmittal 4. The proposals were reviewed by a four member panel consisting of an Environmental Specialist and a Marine Environmental Manager in EMD, an Assistant Director from Planning and Economic Development, and a Senior Project Manager from the U.S. Army Corps of Engineers, Regulatory Division. The panel evaluated the proposals using the criteria shown on the RFQ Selection Evaluation Form also contained in Transmittal 5. Based on the ranking results, 15 firms were invited to interview in the categories as follows:

Categories 1 and 2

AECOM Technical Services, Inc.  
AMEC Environment & Infrastructure, Inc.  
Aspen Environmental Group  
CDM Smith, Inc.  
ENVIRON International Corporation  
Environmental Science Associates  
Dudek  
ICF Jones & Stokes, Inc.  
LSA Associates, Inc.  
Parsons Transportation Group, Inc.  
Science Application International Corp.

Category 2 Only

Castle Environmental Consulting, LLC  
Environmental Compliance Solutions  
PCR Services Corporation  
Starcrest Consulting Group, LLC

Interviews were conducted during July 8-16, 2013. The firms were evaluated under the following five criteria with a weighting factor: Firm Qualifications and Experience (30%), Project Team Organization, Resource Availability, and Locally Based (30%), Project Management Approach and Work Plan (20%), Fees and Budget Control (10%), and Quality and Responsiveness of Proposal (10%). The firms scoring the highest in their interview are recommended for award as follows:

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<u>Categories 1 and 2</u>		<u>Category 2 Only</u>	
AECOM	\$4,300,000; 3-year contract	Castle	\$1,000,000; 3-year contract
CDM Smith	\$4,300,000; 3-year contract	ECS	\$1,000,000; 3-year contract
Dudek	\$4,300,000; 3-year contract		
ENVIRON	\$4,300,000; 3-year contract		
ICF	\$4,300,000; 3-year contract		
Parsons	\$4,300,000; 3-year contract		

Dudek, Parsons, and ECS are new to the EMD as prime consultants. The other five firms have existing contracts for environmental services with the Harbor Department.

Small Business Development Program – Each Agreement will require 25% Small Business Enterprise (SBE) goal and a 5% Very Small Business Enterprise (VSBE) goal. This goal can be met through the prime consultant or subconsultants. The specific subconsultant participation levels will be committed through each individual PD when work is assigned. Castle and ECS are both SBE’s and VSBE’s; therefore, 100% of their services will apply towards these goals. If all funds are expended in these contracts (\$27,800,000), the consultants will cumulatively achieve an SBE participation level of 30% or \$8,450,000, and a VSBE participation of 11.8% or \$3,290,000. The composition of each consultant team is attached as Transmittal 6.

**ENVIRONMENTAL ASSESSMENT:**

The proposed action is approval of eight personal services Agreements each for a term of three years for CEQA/NEPA documentation and special environmental services. As an administrative activity, the Director of Environmental Management has determined that the proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II, Section 2(f) of the Los Angeles City CEQA Guidelines.

**FINANCIAL IMPACT:**

The proposed three-year Agreements authorize a total contract amount not-to-exceed \$27,800,000. Approximately \$11,500,000 of these funds are for the completion of current projects. The demand for environmental services will be guided by the Harbor Department’s determination of the number and schedule of capital development projects with which it moves forward. It is anticipated that funds for these Agreements will be expended as follows:

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FY 13/14	\$ 2,319,100 (\$272,600 Operational and \$2,046,500 Capital)
FY 14/15	\$ 12,960,900
FY 15/16	\$ 8,220,980
FY 16/17	\$ <u>4,299,020</u>
<b>TOTAL</b>	<b>\$ 27,800,000</b>

Funds in FY 2013/2014 are available in Account 54260 in various Centers and Programs in both the Capital Improvement Program and Operational budgets. Funding needed in future years will be requested through the annual budget adoption process.

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 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 Agreement.

**ECONOMIC BENEFITS:**

Approval of the proposed Agreements will support 272 direct and 180 secondary one-year equivalent jobs for the five-county region.

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**CITY ATTORNEY:**

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

**TRANSMITTALS:**

- 1a. Agreement with AECOM Technical Services, Inc.
- 1b. Agreement with CDM Smith, Inc.
- 1c. Agreement with Dudek
- 1d. Agreement with ENVIRON International Corp.
- 1e. Agreement with ICF Jones & Stokes, Inc.
- 1f. Agreement with Parsons Transportation Group, Inc.
- 1g. Agreement with Castle Environmental Consulting, LLC
- 1h. Agreement with Environmental Compliance Solutions, Inc.
- 2. Scope of Work
- 3. Project List
- 4. Proposer List
- 5. Evaluation Criteria/Selection Process Summary
- 6. Consultant Team Composition

FIS Approval:  (initials)  
CA Approval: \_\_\_\_\_ (initials)



CHRISTOPHER CANNON  
Director of Environmental Management



MICHAEL R. CHRISTENSEN  
Deputy Executive Director

APPROVED:



GARY LEE MOORE, P.E.  
Interim Executive Director

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BOARD MEETING: 11/21/2013

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