

SCOPE OF WORK

The Environmental Management Division of the City of Los Angeles Harbor Department (Harbor Department) is seeking qualified firms to provide professional services to support updates to the Port-wide Air Emissions Inventory (EI).

The Harbor Department completed a comprehensive EI for mobile sources operating in the Port of Los Angeles (Port) and on over water and landside transportation routes servicing the Port for calendar year 2001. Since 2005, an emissions inventory has been completed annually. The Harbor Department is committed to update the emissions inventory on an annual basis for public disclosure of Port-related emissions and to identify changes that have occurred compared to previous years. In 2006, the Ports of Los Angeles and Long Beach jointly adopted the San Pedro Bay Ports Clean Air Action Plan (CAAP) which is designed to significantly reduce emissions and health risks from port-related sources. The 2005 EI was used as a baseline for the CAAP because it was the most comprehensive, detailed analysis of port-related emissions available. The EI will be used primarily to benchmark achievement of the San Pedro Bay Standards that establish long-term goals for emissions and health-risk reductions for the overall port complex. The Standards are based on targeted reductions below the 2005 baseline year. The annual inventories will also serve as the method to evaluate the effectiveness of the emission reduction measures identified in the CAAP and identify opportunities for new and enhanced measures. Tasks associated with the EI include, but are not limited to, the following:

- Collect data
- Conduct tenant surveys and emissions calculations
- Continue vessel boarding program
- Prepare special studies to validate assumptions and supplement data collection
- Integrate raw data into the Environmental Management Division's database
- Calculate emissions
- Develop and adhere to quality assurance/quality control protocols for data collection, compilation, and emissions calculations
- Normalize emissions between inventory years using current or prior year methodology
- Prepare reports, graphs and presentations
- Coordinate with local, State and Federal regulatory agencies
- Interface with community groups
- Work closely with Port of Los Angeles staff

The following five source categories that operate in and around the Port are included in the EI:

- Ocean-going vessels
- Harbor craft
- Cargo handling equipment
- Railroad locomotives
- Heavy-duty vehicles

Emissions of the following pollutants from port-related tenant operational sources are to be calculated and reported:

- Particulate matter (PM) (10-micron, 2.5-micron)
- Diesel particulate matter (DPM)
- Oxides of nitrogen (NOx)
- Oxides of sulfur (SOx)
- Hydrocarbons (HC)
- Carbon monoxide (CO)

Emissions of the following greenhouse gases (GHGs) from port-related tenant operational sources are also to be calculated and reported:

- Carbon dioxide (CO₂)
- Methane (CH₄)
- Nitrous oxide (N₂O)

EIs for previous years can be found on the Port's website at http://portoflosangeles.org/environment/studies_reports.asp. This will provide information on geographic extent of inventories by source, current approach and methods employed, future areas of enhancement, report format and presentation, etc.

PROJECT DELIVERABLES REQUIREMENTS

1. The Consultant shall perform the various air quality investigations as described in this Scope of Work necessary to produce state of the science Portwide EIs.
2. Electronic Submittal -- All data collected, as part of this Agreement, must be submitted in electronic form. An electronic duplicate of each report shall be submitted in Adobe Acrobat format. Except in extraordinary circumstances, the entire document should be in one Acrobat file (including all photos, drawings, lab data, and tables included in the hard copy report). Appropriate bookmarks and

links should be established between the various elements of the report (i.e. Bookmarks for the chapters, and links to Figures and Tables).

In addition to the Acrobat file, the original electronic files (word processing, CAD, etc.) must also be submitted. With each electronic submittal, an index file should be submitted providing the following information: file_path, file_name, file_description, file_type.

- 3 Meetings -- The Project Manager may request the Consultants to attend/participate in meetings/hearings during the term of the Agreement and to provide presentations and presentation materials as necessary.
4. EI Production within 6 months of calendar year end for every year of contract's duration.