

DATE: JANUARY 20, 2026

FROM: ENVIRONMENTAL MANAGEMENT

SUBJECT: RESOLUTION NO. _____ - APPROVAL OF AN AGREEMENT BETWEEN THE CITY OF LOS ANGELES HARBOR DEPARTMENT AND ICF INCORPORATED, L.L.C. FOR GRANT ADMINISTRATION SERVICES OF THE ENVIRONMENTAL PROTECTION AGENCY CLEAN PORTS PROGRAM GRANT AWARD 5Y-97T27601-01

SUMMARY:

Staff requests approval of an Agreement with ICF Incorporated, L.L.C. (ICF) and the City of Los Angeles Harbor Department (Harbor Department) for grant administration services of the United States Environmental Protection Agency (EPA) Clean Ports Program Grant Project (CPP), grant award 5Y-97T27601-01. ICF will assist in ensuring EPA grant requirements are met and provide oversight of subrecipients and overall grant management assistance. The proposed Agreement is for a term of three years and an amount not-to-exceed \$945,621. Expenses incurred under the proposed Agreement will be reimbursable through the EPA CPP grant award. The Harbor Department will be financially responsible for front-funding all expenditure expenses incurred under the proposed Agreement and collecting reimbursement.

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 exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II, Section 2(f) of the Los Angeles City CEQA Guidelines;
2. Approve the Agreement with ICF Incorporated, L.L.C. for a term of three years and a total amount not-to-exceed \$945,621;
3. Authorize the Executive Director to execute and the Board Secretary to attest to said Agreement for and on behalf of the Board; and
4. Adopt Resolution No. _____.

SUBJECT: AGREEMENT WITH ICF INCORPORATED, L.L.C. FOR CLEAN PORTS PROGRAM GRANT ADMINISTRATION SERVICES

DISCUSSION:

Background/Context – The Federal Inflation Reduction Act of 2022 allocated \$3 billion in funding to the EPA to create and carry out a CPP grant process to deploy zero-emission (ZE) port equipment around the country. The Harbor Department applied for the CPP grant solicitation to fund ZE cargo handling equipment and associated infrastructure, ZE trucks, shore power for an auto terminal, community led grants, and workforce development. On October 16, 2024, the EPA notified the Harbor Department that it was awarded a grant in the amount of \$411,688,296. On January 16, 2025, the Board approved the EPA CPP grant Agreement.

Request for Proposals – The Harbor Department released a request for proposals (RFP) for CPP grant management services on April 7, 2025. The RFP was posted on the Port of Los Angeles (Port) website, and email notifications were sent out to recipients on the Los Angeles Regional Alliance Marketplace for Procurement. The RFP closed on June 3, 2025. The RFP was downloaded by 96 users.

The Harbor Department received 11 proposals, 10 of which were deemed responsive. The RFP criteria used to evaluate the proposals included evaluation of rates and fees, the project management team, past experience in federal grant management, and project approach. The criteria were presented in the RFP, and each proposal was evaluated based on these criteria. The criteria are shown on the attached RFP Selection Evaluation Form (Transmittal 1).

Consultant Selection – The proposals were evaluated and rated by a selection committee comprised of two Harbor Department Environmental Specialists and the Manager of Clean Energy and Resiliency at the Port of Long Beach. Written proposals were reviewed and scored by the selection committee using the RFP Selection Evaluation Form. Two companies had the highest initial scores and were invited to be interviewed.

The same selection committee conducted consultant interviews. Interview questions were based on the criteria presented in the RFP to garner more detailed responses. The answers to these questions revealed the depth of the proposers' understanding of the Port, the capability of each firm, their understanding of the EPA and federal grant management, public engagement, and experience with zero-emission technology.

The ranking and selection are based on the combined average score of the proposal and interview scores. Below is a table of the combined average scores for the top two scoring firms.

Consultant Firm	Proposal Score	Interview Score	Combined Average Score	Ranking
1	82	94	176	1
2	79	87	166	2

SUBJECT: AGREEMENT WITH ICF INCORPORATED, L.L.C. FOR CLEAN PORTS PROGRAM GRANT ADMINISTRATION SERVICES

Although the Department’s standard professional services agreement terms were presented in the RFP, and proposers were instructed not to submit a proposal if the firm could not agree to those terms, Consultant Firm 1 declined to enter into an agreement with the Department. Consultant Firm 1 requested numerous materially significant modifications to the Department’s standard professional services agreement terms (e.g., insurance and indemnification). In contrast, Consultant Firm 2, ICF, agreed to enter into the agreement with the Harbor Department with the terms as presented in the RFP. In order to maintain a fair and competitive selection process, staff recommends approval of the agreement with ICF despite receiving a slightly lower score than Consultant Firm 1. The proposed agreement with ICF has the same scope of work but a slightly lower total compensation amount than would have been proposed with Consultant Firm 1.

Services to be Performed – Services to be performed under the proposed Agreement (Transmittal 2) include EPA grant administration, stakeholder engagement and outreach, project management, and technical audit support such as:

- Support Harbor Department staff to ensure compliance with EPA grant requirements
- Coordination with EPA and project partners
- Report/document preparations
- Develop presentation materials
- Presenting project updates
- Participate in meetings with EPA, project partners and public
- Provide training/technical assistance on auditing requirements

ENVIRONMENTAL ASSESSMENT:

The proposed action is the approval of an Agreement with ICF for grant administration services, which is an administrative activity. Therefore, the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of CEQA in accordance with Article II, Section 2(f) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

Approval of the proposed three-year Agreement will authorize a total amount not-to-exceed of \$945,621 for grant administration services. It is anticipated that funds will be expended as follows:

Fiscal Year	Amount
2025/26	\$ 175,000
2026/27	\$ 315,000
2027/28	\$ 315,000
<u>2028/29</u>	<u>\$ 140,621</u>
TOTAL	\$ 945,621

DATE: JANUARY 20, 2026

PAGE 4 OF 5

SUBJECT: AGREEMENT WITH ICF INCORPORATED, L.L.C. FOR CLEAN PORTS PROGRAM GRANT ADMINISTRATION SERVICES

Fiscal Year 2025/26 funding in the amount of \$175,000 is available within Account 541100 (Environment Assessment Services), Division 42010 (Environmental Management). Funding needed in future fiscal years will be requested through the annual Harbor Department budget adoption process.

The Harbor Department will be reimbursed by the EPA CPP grant for the expenditures incurred under the proposed Agreement with ICF.

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 Agreement, the Agreement shall be terminated. However, such termination shall not relieve the parties of liability for any obligations previously incurred.

CITY ATTORNEY:

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

DATE: JANUARY 20, 2026

PAGE 5 OF 5

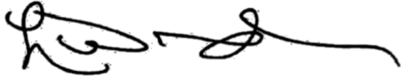
SUBJECT: AGREEMENT WITH ICF INCORPORATED, L.L.C. FOR CLEAN PORTS PROGRAM GRANT ADMINISTRATION SERVICES

TRANSMITTALS:

1. RFP Selection Evaluation Form
2. Agreement with ICF Incorporated, L.L.C.

FIS Approval: JS

CA Approval: SO



LISA WUNDER
Director of Environmental Management

Michael DiBernardo

MICHAEL DIBERNARDO
Deputy Executive Director

APPROVED:

Erica M. Calhoun for

EUGENE D. SEROKA
Executive Director

LW:TP:AC:mr
Author: A. Coluso

File Y:_ADMIN_BOARD REPORTS_AIR QUALITY\GRANTS\EPA - CLEAN PORTS PROGRAM\CPP Grants Admin Services\Environmental_ICF EPA CPP Grant Admin Services_Board Report - FINAL.docx
UPDATED: 1/20/2026 9:29AM - MRX