

DATE: JULY 5, 2022

FROM: ENVIRONMENTAL MANAGEMENT

SUBJECT: RESOLUTION NO. _____ - AGREEMENT BETWEEN THE CITY OF LOS ANGELES HARBOR DEPARTMENT AND INTERTEK TESTING SERVICES N.A. INC. FOR ISO 14001 RECERTIFICATION OF THE CONSTRUCTION & MAINTENANCE DIVISION ENVIRONMENTAL MANAGEMENT SYSTEM

SUMMARY:

Staff requests approval of a proposed Agreement with Intertek Testing Services N.A. Inc. (Intertek) of Cortland, New York, to provide International Organization of Standardization (ISO) 14001 certification audits of the City of Los Angeles Harbor Department (Harbor Department) Environmental Management System (EMS). The EMS was implemented at the Harbor Department Construction and Maintenance (C&M) Division in January 2004. In 2007, the EMS was certified to meet ISO 14001, the internationally recognized standard for environmental management systems. The EMS has provided a structured approach to improve environmental performance as well as operational efficiencies in day-to-day operations. In accordance with the ISO 14001 EMS standard, a recertification audit by an independent auditor is required every three years to maintain ISO 14001 certification, along with annual surveillance audits. The EMS was recertified in 2010, 2013, 2016 and, 2019. A 2022 recertification audit is now due. The proposed Agreement will provide the Harbor Department with audit, certification and surveillance services for the EMS in compliance with ISO 14001. The proposed Agreement would be for a term of three years and a not-to-exceed amount of \$30,000. Payment of expenses incurred under the Agreement would be the financial responsibility of the Harbor Department.

RECOMMENDATIONS:

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;

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2. Approve the Agreement with Intertek Testing Services N.A. Inc., substantially as to form for a term of three years and a total amount not-to-exceed \$30,000;
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._____.

DISCUSSION:

Background and Context – The ISO 14000 series is a family of internationally recognized standards for environmental management systems that are applicable to any business or organization, regardless of size, location or income. These standards were developed by the ISO, which has representation from committees all over the world (comprised of 157 countries) and is the world’s largest developer of standards. The ISO 14000 family includes most notably the ISO 14001 standard, which represents the core set of standards used by organizations for designing and implementing an effective environmental management system.

The ISO 14000 environmental management standards series exists to help organizations minimize how their operations negatively affect the environment. The major objective of the ISO 14000 series is “to promote more effective and efficient environmental management in organizations and to provide useful and usable tools - ones that are cost effective, system-based, flexible, and reflect the best organizations and the best organizational practices available for gathering, interpreting and communicating environmentally relevant information.”

ISO 14001 offers a source of guidance for introducing and adopting management systems based on the best universal practices, in a similar manner to what ISO 9000 series accomplishes for quality management systems. ISO 14001 also provides companies and government agencies with a proactive approach to environmental management by integrating environmental considerations into management and decision-making structures in a systematic and organized way.

Intertek – The ISO 14001 standard requires that initial certification, annual audits, and 3-year recertification audits of the EMS be conducted by an independent third-party registrar that is accredited by an accreditation body approved by the ISO. Intertek has been successfully qualified for EMS through the updated ISO 17021 and TS17021-2 competency criteria. Currently Intertek has 21 full-time and 22 contract auditors in North America qualified to audit ISO 14001.

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ISO 14001 at the Harbor Department – The Harbor Department initiated a pilot EMS in 2004 at the C&M Division, its largest division. The EMS was initiated as part of a program sponsored by the American Association of Port Authorities and the U.S. Environmental Protection Agency to encourage U.S. ports to develop environmental management systems and become ISO 14001 certified. In 2007, the Harbor Department’s EMS was certified to comply with ISO 14001, becoming the first Western U.S. seaport to achieve the certification.

The Harbor Department’s implementation and certification of the EMS provides an example for all Port of Los Angeles tenants, and further emphasizes the Harbor Department’s commitment to continual improvement. This approach is consistent with the Mayor’s and the Board’s commitment to environmental stewardship, consideration of our employees, the well-being of the surrounding communities, and sustainability of operations.

Staff recommends continuing the certification for the EMS system as 1) a proactive measure to meet the Harbor Department’s environmental goals, 2) to assure compliance with legal and regulatory requirements, and 3) to better manage the impact of Harbor Department maintenance activities on the environment.

EMS Benefits – The EMS incorporates planning activities, organization structure review, development of objectives and operational controls, document controls, and resource management to improve environmental compliance and awareness. Since implementing the EMS, employees are engaged with the system on a daily basis, creating a sense of ownership and accountability. Furthermore, there have been significant improvements in recycling, minimization of hazardous waste streams, increased pollution prevention activities, and improved environmental awareness and compliance through use of the system.

Consultant Selection – ISO 14001 certification must be conducted by an independent third party registered by ISO. On March 10, 2022, a Request for Proposal (RFP) was posted on www.rampLA.org. The Harbor Department received qualifications and quotes from two firms.

A Marine Environmental Supervisor and an Environmental Specialist from the Environmental Management Division, and a Ship Carpenter from the Construction & Maintenance Division, reviewed the proposals with respect to the written RFP, and recommend Intertek based on their qualifications and knowledge of the EMS.

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Contract Requirements – Throughout the term of the proposed Agreement, Intertek will maintain compliance with the City’s contracting requirements. A Small Business Enterprise (SBE) goal was not established for this contract due to the lack of registered ISO certification firms with this status.

ENVIRONMENTAL ASSESSMENT:

The proposed action is approval of an Agreement with Intertek to provide ISO 14001 certification audits of the Harbor Department EMS, 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 discussed herein would authorize the total not-to-exceed amount of \$30,000 for audit, certification, and surveillance services of the EMS in compliance with ISO 14001. It is anticipated that funds under the proposed Agreement will be expended as follows:

<u>Fiscal Year</u>	<u>Amount</u>
2022/23	\$ 10,700
2023/24	\$ 5,600
2024/25	\$ 13,700
TOTAL	\$ 30,000

Funding in the amount of \$10,700 has been budgeted in the Environmental Management Division’s FY 2022/23 Operating Budget, Center 330, Program 000, Account 54260 (Environment Assessment Services). Funding for future fiscal years will be requested through the annual budget adoption process.

The Harbor Department’s financial obligations after the current fiscal year are contingent upon 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 proposed Agreement as to form and legality.

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TRANSMITTAL:

1. Agreement with Intertek Testing Services N.A. Inc.

FIS Approval: MB
CA Approval: SO



CHRISTOPHER CANNON
Director of Environmental Management

Michael DiBernardo

MICHAEL DiBERNARDO
Deputy Executive Director

APPROVED:

Marla Bleavins For

EUGENE D. SEROKA
Executive Director

CC/yo
AUTHOR: L Fang

FILE: Y:_ADMIN_BOARD REPORTS_HAZMAT\EM S\EMS 2022\Environmental_Intertek_Board Report - FINAL.docx
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