



**THE PORT
OF LOS ANGELES**
Executive Director's
Report to the
Board of Harbor Commissioners

DATE: FEBRUARY 26, 2020

FROM: ENVIRONMENTAL MANAGEMENT

SUBJECT: RESOLUTION NO. _____ - APPROVAL OF PERSONAL SERVICES AGREEMENTS WITH STARCREST CONSULTING GROUP, LLC, TETRA TECH, INC., RAMBOLL US CORPORATION, AND ENSAFE, INC. FOR AS-NEEDED AIR QUALITY SERVICES

SUMMARY:

Staff requests approval of the proposed Personal Service Agreements (Agreements) with Starcrest Consulting Group, LLC (Starcrest); Tetra Tech, Inc. (Tetra Tech); Ramboll US Corporation (Ramboll); and EnSafe, Inc. (EnSafe) to provide the City of Los Angeles Harbor Department (Harbor Department) as-needed technical support for air quality programs. This action will authorize four Agreements, each for a three-year term, with a combined total not-to-exceed amount of \$6,500,000. The Harbor Department is financially responsible for the payment of services under the proposed Agreements.

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) in accordance with Article II Section 2(f) of the Los Angeles City CEQA Guidelines;
2. Find that in accordance with the City of Los Angeles (City) Charter Section 1022, work under the subject Agreements can be performed more feasibly by independent consultants rather than by City employees;
3. Approve the proposed Agreements for a term of three-years each, for the combined total not-to-exceed amount of \$6,500,000 as follows:
 - a. Starcrest Consulting Group, LLC (Albuquerque, NM) for \$2,500,000;

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- b. Tetra Tech, Inc. (Pasadena, CA) for \$2,000,000;
 - c. Ramboll US Corporation (Los Angeles, CA) for \$1,000,000; and
 - d. EnSafe, Inc. (Long Beach, CA) for \$1,000,000;
4. Authorize the Executive Director and the Board Secretary to execute and attest to said Agreements for and on behalf of the Board; and
5. Adopt Resolution No. _____.

DISCUSSION:

Background/Context – The proposed Agreements support the Harbor Department’s air quality programs (Transmittals 1a-1d). This includes the development and implementation of programs to support the Clean Air Action Plan (CAAP), zero emission technology advancement initiatives, grant funding opportunities, climate change initiatives, regulatory permitting and reporting support for operation of Harbor Department stationary and mobile sources, and ongoing regulatory and legislative tracking and analysis.

The Harbor Department is a world leader in air quality programs and initiatives. With the adoption of the CAAP in 2006 and the CAAP Updates in 2010 and 2017, the Harbor Department has developed and implemented a number of important air quality programs, including the Clean Truck Program (CTP), Vessel Speed Reduction Incentive Program, Environmental Ship Index Program, Alternative Maritime Power Program, and the Technology Advancement Program (TAP). With implementation of the CAAP, as of 2018, there have been emission reductions of 87% for diesel particulate matter, 60% for oxides of nitrogen, and 98% for oxides of sulfur compared to 2005. In addition to the CAAP-related accomplishments, the Harbor Department has been a leader in the area of Climate Change and greenhouse gas (GHG) inventories and strategy development. The Harbor Department has been active in several international efforts in this area involving the International Maritime Organization, the World Ports Climate Initiative, the World Ports Climate Action Plan, and the Pacific Ports Clean Air Collaborative.

The Air Quality Group within the Environmental Management Division (EMD) provides project management, which includes overseeing consultants performing specialized technical work. This approach best leverages limited staff resources to meet the demands of projects requiring environmental support. Further, the scope and complexity of Harbor Department projects increasingly require personnel with specialized skill sets and expertise in areas such as control strategy development, grant preparation and management, air quality modeling, climate change policy, regulatory analysis, and health

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risk assessments. As a result, staff believes this level and quality of consultant services is necessary to continue to provide ongoing comprehensive and highly competent air quality assistance for the Harbor Department. In support of this continued effort, staff requests approval of the proposed Agreements for a term of three years.

Services to be Performed – Contractual services to be provided under the proposed Agreements are detailed in the Scope of Work (Transmittal 2) and include, but are not limited to:

- Support and assist with the implementation of the strategies in the CAAP, including special studies for the five main source categories identified in the CAAP.
- Prepare annual updates to the Port-Wide Air Emissions Inventory and conduct related special studies.
- Assist in the identification, evaluation, and demonstration/piloting of new and emerging emission reduction technologies/strategies applicable to the port-related industries.
- Support the Harbor Department GHG programs, including leadership in local, national and international GHG and Climate Change initiatives.
- Provide technical expertise and review of air quality sections and health risk assessments of CEQA/National Environmental Protection Act (NEPA) documents.
- Support and track existing and proposed local, state, and federal regulations/legislation, and an analysis of the potential impact on the Harbor Department.
- Assist in grant writing and project management for air quality-focused grant opportunities and awards.
- Provide permit compliance support for Regional Clean Air Incentives Market and other stationary and mobile sources.
- Assist in information sharing and outreach to national and international ports and organizations.
- Assist in preparing technical papers and presentations for conferences.
- Provide any additional services requested by the Director of EMD.

The terms of the current agreements expire on April 2, 2020, and these new proposed Agreements are needed to continue to provide the necessary support for the Harbor Department.

Work Assignments – Work assigned 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) and Very Small Business Enterprise (VSBE) participation level; and a cost estimate.

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Pre-Request for Proposal Outreach – A City Charter Section 1022 Determination was prepared, which found that the proposed work and staff needed under the proposed Agreements can be performed more feasibly by independent consultants rather than by City employees.

The proposed Agreements are requesting a combined amount of \$6,500,000 for this next three-year term. This amount will be used for a variety of activities involving the implementation of the CAAP 2017 Update, including activities such as revising the CTP, developing new Clean Ship Program, and ongoing TAP projects. Additionally, these proposed Agreements will support existing and new grant projects, evaluation of emissions benefits, air related data collection and analysis. The proposed Agreements reflect a \$500,000 or 7% decrease from the existing not-to-exceed amount.

Selection Process – On August 5, 2019, an As-Needed Air Quality Services Request for Proposals (RFP) was released and posted on the Port of Los Angeles website and on the City of Los Angeles Business Assistance Virtual Network. The RFP was posted on the Port of Los Angeles' website, and automatic email notifications were sent out to all those firms registered on the Los Angeles Business Assistance Virtual Network (LABAVN) under the applicable North American Industry Classification System Codes. A total of 102 LABAVN users downloaded the RFP. In response to the RFP, the Harbor Department received four proposals on September 17, 2019 (Transmittal 3). LABAVN users who downloaded the RFP but did not respond were contacted, and provided the following primary reasons for not responding:

- Their firm was included as a subconsultant in a submitted proposal
- Their firm determined that they would be unable to cover all of the tasks contained in the scope of work provided in the RFP

The proposals were reviewed and interviews were conducted by one Environmental Affairs Officer and one Environmental Specialist from EMD and one Environmental Specialist from the Port of Long Beach Environmental Division. Proposals were reviewed using evaluation criteria published in the RFP (Transmittal 4). All four proposers were invited to oral interviews that occurred on December 9, 2019.

Interview questions were developed from the criteria advertised in the RFP to assess the breadth and depth of the firms' expertise (Transmittal 5). The evaluation panel completed the scoring on the strength of the written proposal and the oral interview. The proposals were scored to a total of 100 points, as outlined in the RFP.

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Firm	Reviewer Average Score (% Total Points Available)			Final Score
	1	2	3	
1	92	98	91	93.6
2	90	95	90	91.6
3	86	90	87	87.6
4	84	79	86	83.0

A summary of the proposal and oral interview scoring is provided in Transmittal 6. Following the evaluation process and interviews, all four teams were selected as qualified to meet the Harbor Department's anticipated needs over the next three years. This is one team less than the Harbor Department's current list of air quality on-call contractors that consists of five teams.

The prime contractors of the selected teams are EnSafe, Ramboll, Starcrest, and Tetra Tech. These teams exceed all necessary qualifications and experience to provide as-needed environmental document and related services. The selection of these firms 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. While all of these firms are returning contractors, several new subconsultants have been added to their teams. These firms provide additional support for ongoing projects and offer new opportunities to EMD for future programs.

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

Starcrest	\$ 2,500,000
Tetra Tech	\$ 2,000,000
Ramboll	\$ 1,000,000
EnSafe	\$ 1,000,000
TOTAL	\$ 6,500,000

EMD assigned the not-to-exceed amounts to each proposed Agreement based on firm experience and the types of projects and activities we anticipate undertaking over the next three years. The proposed Agreements will help the Harbor Department to meet Strategic Plan goals and environmental initiatives, achieve regulatory compliance, and complete projects on schedule. 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.

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Small Business Enterprise and Local Business Enterprise Preference Programs – The required SBE participation for each proposed Agreement is 25%, including five percent VSBE participation. This requirement can be met through the prime consultant or sub-consultant. The teams have sub-consultants that include SBE and VSBE, Disabled Veteran Business Enterprises, and Local Business Enterprises (LBE). To meet these goals, the specific sub-consultant participation levels will be committed through each individual PD when work is assigned.

ENVIRONMENTAL ASSESSMENT:

The proposed action is the approval of four as-needed Agreements for air quality technical support, 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 Agreements authorizes a total amount not-to-exceed \$6,500,000 for as-needed air quality consulting services over a three-year period. It is anticipated that funds under the proposed Agreements will be expended as follows:

FY 2019/20	\$ 400,000
FY 2020/21	\$ 2,190,000
FY 2021/22	\$ 2,190,000
FY 2022/23	\$ 1,720,000
TOTAL	\$ 6,500,000

Funds for FY 2019/2020 in the amount of \$500,000 are available in Account 54260 (Environmental Assessment Services), Center 0330, Program 000.

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 proposed Agreements as to form and legality.

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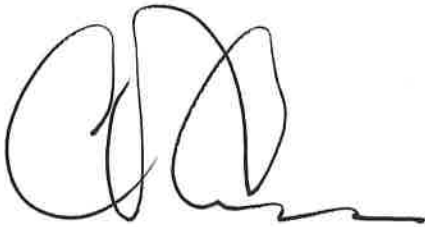
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TRANSMITTALS:

- 1a. Agreement with Starcrest Consulting Group, LLC
- 1b. Agreement with Tetra Tech, Inc.
- 1c. Agreement with Ramboll US Corporation
- 1d. Agreement with EnSafe, Inc.
2. Scope of Work
3. Proposal List
4. Evaluation Criteria
5. Oral interview questions
6. Proposal and Interview Evaluation Scoring Summary

FIS Approval: MB
CA Approval: ES



CHRISTOPHER CANNON
Director of Environmental Management



FOR MICHAEL DiBERNARDO
Deputy Executive Director

APPROVED:



EUGENE D. SEROKA
Executive Director

CC/yo
AUTHOR: J. GOLDBERG

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