



425 S. Palos Verdes Street Post Office Box 151 San Pedro, CA 90733-0151 TEL/TDD 310 SEA-PORT www.portoflosangeles.org

Karen Bass *Mayor, City of Los Angeles*

Board of Harbor  
Commissioners

Lucille Roybal-Allard  
*President*

Diane L. Middleton  
*Vice President*

Michael Muñoz  
*Commissioner*

Edward R. Renwick  
*Commissioner*

I. Lee Williams  
*Commissioner*

Eugene D. Seroka *Executive Director*

**DATE:** February 13, 2024

**SUBJECT: REQUEST FOR PROPOSALS FOR LOW CARBON FUEL STANDARD CREDIT BROKERAGE SERVICES**

Pursuant to the Low Carbon Fuel Standard Credit Brokerage Services Request for Proposals (RFP), all proposers were to submit any questions regarding this RFP by no later than February 6, 2024. Questions were to be submitted in writing, and all questions and responses were to be posted on [the Department's website](#) and [www.rampla.org](http://www.rampla.org).

Below is a list of questions received from proposers, and the Department's response:

**1. Q: Can you confirm that you are not looking for a Designee (i.e use their own LRT-CBTS accounts)?**

A: Per LCFS User Guide\_010919: Individuals who intend to participate as a broker in LCFS must have a CBTS account.

**2. Q: RFP mentions "brokerage services only" but also mentions "maintain the Harbor Department's LCFS credit bank & transfer." What does "maintain" here imply if quarterly and annual reporting is not part of the SOW?**

A: Harbor Department staff manages submittal of quarterly and annual reporting. The Harbor Department expects the broker to maintain and provide records associated with brokerage transactions, including emails. The broker will provide brokerage transaction documents to Harbor Department staff, as-needed, to compile for annual reporting.

Per LCFS User Guide\_010919: As a broker is authorized by a fuel reporting entity, the corresponding CBTS "system generated" emails regarding credit transfer activities (initiating/submitting, accepting, and recalling) are routed them. Further, brokers are able to add to the list of those companies having credits to sell. They can initiate and complete credit transfers on behalf of sellers and buyers where they have been authorized by those seller(s) or buyer(s).

**3. Q: Will the Port of Los Angeles accept proposals that offer Designees/Aggregators that use their own LRT-CBTS accounts?**

A: As stated above, per LCFS User Guide\_010919: Individuals who intend to participate as a broker in LCFS must have a CBTS account.