

DATE: NOVEMBER 12, 2024

FROM: ENVIRONMENTAL MANAGEMENT

SUBJECT: RESOLUTION NO. _____ - PERSONAL SERVICES AGREEMENT BETWEEN THE CITY OF LOS ANGELES HARBOR DEPARTMENT AND LEIDOS, INC. FOR AIR QUALITY MONITORING SERVICES

SUMMARY:

Staff requests approval of an Agreement between the City of Los Angeles Harbor Department (Harbor Department) and Leidos, Inc. (Leidos) to provide air quality monitoring services for the Port of Los Angeles's (Port) four air quality monitoring stations located throughout San Pedro and Wilmington. Leidos was selected through a competitive Request for Proposal (RFP) process conducted jointly by the Harbor Department and the Port of Long Beach (POLB) to preserve consistencies from having a single contractor serve both ports. POLB will enter into a separate Agreement with Leidos with a separate scope of work and compensation for the two additional air quality monitoring stations operated by POLB. The proposed Agreement is for a three-year contract term and a not-to-exceed amount of \$1,811,487. The Harbor Department is financially responsible for the payment of costs associated with the proposed Agreement.

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 proposed Agreement with Leidos, Inc. for a term of three years and a total not-to-exceed amount of \$1,811,487;
3. Authorize the Executive Director and the Board Secretary to execute and attest to said Agreement for and on behalf of the Board; and
4. Adopt Resolution No. _____.

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DISCUSSION:

Project Background/Context – The proposed Agreement (Transmittal 1) supports the Harbor Department in operating and maintaining the Port’s air quality network, consisting of four monitoring stations located throughout San Pedro and Wilmington. Additionally, the proposed Agreement supports the Harbor Department’s commitment under the Clean Air Action Plan (CAAP) to track and provide publicly available data on ambient air quality and to utilize monitoring data to improve the Harbor Department’s emission and health risk reduction programs within the Port.

The Harbor Department’s Air Quality Monitoring Program involves measuring ambient air pollution levels at the four air quality monitoring stations. The monitoring stations collect real-time air quality measurements for: ozone (O₃), sulfur dioxide (SO₂), nitrogen dioxide (NO₂), carbon monoxide (CO), two sizes of particulate matter (PM₁₀ or coarse particles and PM_{2.5} or fine particles), black carbon, and ultrafine particles. In addition, 24-hour integrated samples of particulates and elemental carbon (EC - a surrogate for diesel particulate matter) are collected on filters every third/sixth day (depending on the pollutant) and sent to a certified laboratory for detailed chemical analyses. As part of the program, meteorological monitoring is conducted at each monitoring station to help interpret the air quality data and for use in other Harbor Department programs. Each meteorological monitoring station collects wind speed, wind direction, and temperature data. Current and historic real-time data and filter-based data can be found on the Port’s CAAP website at: <https://monitoring.cleanairactionplan.org/aqi-reporting/>

Operations at all four sites are ongoing 24 hours a day, seven days a week, 365 days per year. Onsite and program management includes monitoring air quality and meteorological conditions, analyzing findings, calibrating and maintaining the monitoring equipment, posting “real time” data on the CAAP website, and preparing annual data analysis reports.

Since the program’s inception in 2005, Leidos has been responsible for providing these services to the Harbor Department. Currently, the Harbor Department receives such services under Agreement No. 19-3626, which is set to expire on December 31, 2024. The current agreement is for a five-year and nine months term and a total amount not-to-exceed \$3,753,810.

Scope of Work – Air quality monitoring services to be conducted under the proposed agreement are as follows:

Operations and Maintenance

- Monitoring O₃, SO₂, NO₂, CO, PM₁₀, PM_{2.5}, EC, black carbon, and ultrafine particles
- Monitoring meteorological conditions

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- Hosting/maintaining real-time and filter-based data on the CAAP website
- Archiving data
- Developing Quality Assurance/Quality Control protocols
- Performing routine repair and maintenance of equipment
- Supporting Harbor Department staff in public presentations/meetings, as requested
- Soliciting quotes on providing cost-effective recommendations for equipment purchase and/or repair

Data Review and Quality Assurance

- Conducting Daily/Monthly/Quarterly Reviews
- Preparing Annual Reports
- Providing air quality monitoring data to the Harbor Department ready to upload to the Port's website

Special Studies (as requested)

- Researching air monitoring trends and making recommendations
- Assessing/validating of other air monitoring studies that impact the Harbor Department
- Modernizing the presentation of the current air quality monitoring website
- Performing other air quality monitoring special studies, as needed

Consultant Selection Process – On June 20, 2024, the Harbor Department's Environmental Management Division (EMD) and POLB jointly issued an RFP to obtain ongoing air quality monitoring services for the Ports six combined air monitoring stations. POLB will enter into a separate Agreement with separate scope of work, compensation, and billing for the two stations operated by POLB. The RFP was posted on both Ports websites, and automatic email notifications were sent out to all firms registered on the Los Angeles Business Assistance Virtual Network and POLB's PlanetBids under the applicable North American Industry Classification System Codes. The RFP was downloaded by 43 companies in total.

One responsive proposal was received from Leidos, Inc. by the July 30, 2024, deadline. The RFP criteria for evaluation of the proposal were derived from prior air quality monitoring services evaluations and included firm qualifications, project organization and staffing, project approach, rates and fees, and comprehensiveness. The criteria are shown on the attached RFP Selection Evaluation Form (Transmittal 2).

The sole proposal was rated by an evaluation panel consisting of a Harbor Department Environmental specialist, a Los Angeles World Airports Environmental Affairs Officer, and a POLB Environmental Specialist Assistant and was recommended for award.

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ENVIRONMENTAL ASSESSMENT:

The proposed action is the approval for the Agreement with Leidos to provide air quality monitoring 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 three-year Agreement authorizes a total not-to-exceed amount of \$1,811,487 for air quality monitoring services. It is anticipated that funds under the proposed Agreement will be expended as follows:

<u>Fiscal Year</u>	<u>Amount</u>
2024/25	\$ 302,000
2025/26	\$ 604,000
2026/27	\$ 604,000
2027/28	\$ 301,487
TOTAL:	\$ 1,811,487

Fiscal Year 2024/25 funding in the amount of \$302,000 is available within Account 541100 (Environment Assessment Services), Expenditure Organization 42010 (Environmental Management), Program 000 (Base Budget). The Harbor Department's financial obligation in future fiscal years is contingent upon the Board's appropriation of funds. If any subsequent fiscal year funds are not appropriated by the Board for the work required by the proposed Agreement, the Agreement shall be terminated; however, such termination shall not relieve the parties of liability for any obligations previously incurred. Future year funds will be requested to be budgeted through the Harbor Department's annual budgeting process, upon Board approval.

CITY ATTORNEY:

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

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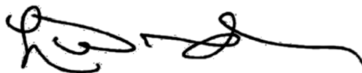
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TRANSMITTALS:

1. Agreement with Leidos, Inc.
2. RFP Selection Evaluation Form

FIS Approval: JS
CA Approval: SO



LISA WUNDER
Acting Director of Environmental Management

Michael DiBernardo

MICHAEL DiBERNARDO
Deputy Executive Director

APPROVED:

Erica M. Calhoun for

EUGENE D. SEROKA
Executive Director

JE/TP
AUTHOR: J. ELLORAN
APP NO.: 031106-534

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