



Executive Director's
Report to the

Board of Harbor Commissioners

DATE: May 9, 2018

FROM: LABOR RELATIONS & WORKFORCE DEVELOPMENT

SUBJECT: RESOLUTION NO. _____ - AGREEMENT BETWEEN THE CITY OF LOS ANGELES HARBOR DEPARTMENT AND ICF INCORPORATED, LLC FOR WORKFORCE TRAINING CONSULTANT

SUMMARY:

Staff is requesting approval to enter into an Agreement with ICF Incorporated, LLC (ICF) to provide consulting services to support the Harbor Department's development of a workforce training program jointly coordinated with the International Longshore and Warehouse Union (ILWU) and the Pacific Maritime Association (PMA). The proposed Agreement is for a one-year term, with a one-year option period, and a not-to-exceed compensation authority amount of \$300,000.

The recommendation to select ICF is based on a competitive Request for Proposal (RFP) process performed by the Harbor Department. The proposed Agreement with ICF is for consulting services associated with the Harbor Department's efforts to develop a workforce training system located in and around the Port of Los Angeles.

ICF has offices located in Los Angeles, California.

Expenditures under the proposed Agreement are the financial responsibility of the Harbor Department with the use of grant proceeds jointly awarded to the Harbor Department by the California Workforce Development Board (CWDB) and Employment Development Department (EDD) for the purposes of supporting ILWU and PMA in establishing a labor-management partnership focused on joint training programs.

RECOMMENDATION:

It is recommended that the Board of Harbor Commissioners:

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. Find that in accordance with the Los Angeles City Charter Section 1022, it is more feasible for outside contractors to perform this work than City employees;
3. Approve the Agreement with ICF for a duration of one-year with a one-year option period and not-to-exceed compensation authority amount of \$300,000;

SUBJECT: AGREEMENT WITH ICF INCORPORATED, LLC

4. Authorize the Executive Director to execute and the Board Secretary to attest to the agreement with ICF; and
5. Adopt Resolution No. _____

DISCUSSION:

Background – The Port of Los Angeles is America's largest container port by volume, handling a record 9.3 million twenty-foot equivalents (TEUs, an industry standard measure of container cargo) in 2017. In 2017, staff estimates the cargo throughput at the Port of Los Angeles is related to more than 147,000 jobs (about one in 13 jobs) in the City of Los Angeles and 526,000 jobs (or one in 17 jobs) in the five-county Southern California region, and 1.6 million jobs nationally.

Maintaining the Port's role as an economic and job creation engine, while navigating a rapidly changing maritime shipping industry, is the key to the future of the Port and the region. Investment in human capital is a key component of this effort. In support of this role, the Port is committed to developing new and innovative ways to develop a workforce training environment at the Port that supports workforce development in the San Pedro Bay community and across the entire goods movement sector in the greater Los Angeles area.

As a first step in creating this environment, the Harbor Department is working in partnership with the ILWU, PMA, and the City of Los Angeles Economic Workforce Development Department (EWDD), along with oversight by the Office of the Mayor to develop a pilot for a joint PMA and ILWU training program. This pilot program is hopefully the first of many innovative training programs that the Harbor Department seeks to develop to promote workforce training in skills and occupations around the Port and through the goods movement sector.

To support the Harbor Department's efforts, the Harbor Department received a \$500,000 grant from CWDB and EDD. In May 2017, the grant was awarded to the Harbor Department, and in October 2017, this Board approved receipt of the first part of the grant award in the amount of \$500,000.

To develop this new training program, the ILWU, PMA, and Harbor Department seeks assistance from a consultant with expertise in establishing training partnerships between labor and management and developing and implementing training curriculum and programs for use by members of labor unions.

DATE: MAY 9, 2018

PAGE 3 OF 4

SUBJECT: AGREEMENT WITH ICF INCORPORATED, LLC

Proposed Agreement – The Proposed Agreement with ICF is for consulting services to support the Harbor Department's efforts in working with the ILWU and PMA to establish a labor management partnership, and assist in creating the curriculum for the initial training program. In addition, ICF will conduct an occupation and skills sector assessment across the goods movement sector in the greater Los Angeles area to guide the Harbor Department's broader efforts in creating a workforce training environment. The Proposed Agreement is for a term of one year, with a one-year option, and not to exceed compensation authority amount of \$300,000.

Selection Process – The selection of ICF is based on a competitive RFP process performed by the Harbor Department. Two firms responded to the RFP and submitted proposals. The Selection Committee evaluated the proposals based on: 1) firm's qualifications, experience and references; 2) project organization, personnel, and staffing; 3) project approach, work plan, management, and timeline; 4) rates, fees, and budget control; and 5) clarity and comprehensiveness of the proposal. The Selection Committee was comprised of two individuals from the Harbor Department's Government Affairs and Labor Relations & Workforce Development Divisions, and one external rater from the Los Angeles World Airports. Based on the scoring criteria, the Selection Committee recommends ICF for workforce training consultation services.

ENVIRONMENTAL ASSESSMENT:

The proposed action is approval of an Agreement with ICF to provide consulting services to support the Harbor Department's development of a workforce training program, which is an administrative activity. Therefore, 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.

FINANCIAL IMPACT:

Approval of the proposed one year Agreement with ICF authorizes the Labor Relations and Workforce Division to proceed for a not to exceed compensation authority amount of \$300,000. Funding is available through a grant award from CWDB and EDD, which receipt of the grant award was approved by this Board in October 2017.

CITY ATTORNEY:

This agreement has been prepared and approved as to form and legality by the City Attorney's office.



DATE: MAY 9, 2018

PAGE 4 OF 4

SUBJECT: AGREEMENT WITH ICF INCORPORATED, LLC

TRANSMITTALS:

1. Agreement with ICF Incorporated, LLC
2. Exhibits A to G of the Agreement

FIS Approval: 
CA Approval: 



AVIN SHARMA
Director of Labor Relations &
Workforce Development



DAVID J. LIBATIQUE
Deputy Executive Director

Approved:


FOR

EUGENE D. SEROKA
Executive Director

EDS:DJL:AS:mn
Author: Avin Sharma