

ADMINISTRATIVE EXEMPTION and TRADE, TRAVEL, AND TOURISM COMMITTEE REPORT relative to the First Amendment to the Port of Los Angeles (POLA) Personal Services Agreement with Tetra Tech, Inc., for the Clean Truck Program support services.

Recommendations for Council action:

1. ADOPT the determination by the Board of Harbor Commissioners that the proposed action is administratively exempt under the California Environmental Quality Act (CEQA) in accordance with Article II, Section 2.f of the Los Angeles City CEQA Guidelines.
2. APPROVE the Port Resolution No. 19-9542 approving the First Amendment to POLA Personal Services Agreement No. 19-3431-A with Tetra Tech, Inc., extending the contract term by two years, modifying the scope of work, updating billing rates, and adding \$1,780,000 in total compensation for concession, grant administration, and support services for the Clean Truck Program.

Fiscal Impact Statement: The City Administrative Officer (CAO) reports the proposed Second Amendment of the POLA Agreement with Brown and Winters will extend the term for 18 months, from March 2019 to August 2020, for a total contract term of 7.5 years. No additional increase in the compensation amount or contingency fee payment provisions is required. Compensation will remain a total amount of \$105,000 and the contingency fee payment approximately 33 percent of any funds recovered from insurance policies.

Community Impact Statement: None submitted.

TIME LIMIT FILE – DECEMBER 27, 2019

(LAST DAY FOR COUNCIL ACTION – DECEMBER 11, 2019)

SUMMARY

In a report to the Mayor dated November 26, 2019, the CAO states POLA requests approval of the First Amendment to its agreement with Tetra Tech, Inc. The CAO reports Tetra Tech currently provides concession, grant administration, information technology support, and support services for the Clean Truck Program, including administering over 1,600 concession agreements, which includes program management, registration, and grant administration; fee collection, inspection, and enforcement; maintaining the Ports Drayage Truck Registry; and providing customer service through management of the Clean Truck Program Terminal Access Center and Helpline. Tetra Tech has administered the program for the Ports of Los Angeles and Long Beach since its inception in 2008.

According to the CAO, the proposed First Amendment extends the term of the agreement by two years, to December 1, 2021, at an estimated annual cost of \$0.89 million with a five-year total contract limit of \$3.98 million. Additionally, the Scope of Work will be expanded within existing tasks to include support for the 2017 update of the San Pedro Bay Clean Air Action Plan and Ports Drayage Truck Registry enhancements, data request support, and support for possible system integration with other agencies. The contract extension is also needed for POLA to

implement new five-year concession agreements that are set to expire in 2021.

On October 3, 2019, the Board of Harbor Commissioners approved POLA's request. The CAO concurs with this action.

At its meeting held December 3, 2019, the Trade, Travel, and Tourism Committee recommended that Council approve the proposed amendment of the POLA agreement with Tetra Tech, as recommended by the Board of Harbor Commissioners and the CAO.

Respectfully Submitted,

TRADE, TRAVEL, AND TOURISM COMMITTEE

A handwritten signature in black ink, appearing to be 'J. P. ...', is written over the committee name.

<u>MEMBER</u>	<u>VOTE</u>
BUSCAINO:	YES
BONIN:	YES
KREKORIAN:	ABSENT

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-NOT OFFICIAL UNTIL COUNCIL ACTS-