

January 7, 2025

Honorable Mayor and City Council
City of Long Beach
California

RECOMMENDATION:

Recommendation to adopt Specifications No. RFQ AP24-407 and award contracts to CDM Smith, Inc., of Boston, MA; Polytechnique Environmental, Inc., of Bellflower, CA; Ramboll Americas Engineering Solutions, Inc., of Syracuse, NY; and Trifiletti Consulting, Inc., of Los Angeles, CA, for providing as-needed environmental and sustainability program support, in an annual amount not to exceed \$350,000, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager; authorize the City Manager, or designee, to execute all documents necessary to enter into the contracts, including any necessary subsequent amendments; and,

Increase appropriations in the Airport Fund Group in the Airport Department by \$50,000, offset by funds available. (Districts 4, 5)

DISCUSSION

City Council approval is requested to enter into contracts with CDM Smith, Inc., Polytechnique Environmental, Inc., Ramboll Americas Engineering Solutions, Inc., and Trifiletti Consulting, Inc., for providing as-needed environmental and sustainability program support at the Long Beach Airport (Airport). Services provided by the consultants include expert technical and program management assistance in the planning, implementing, permitting, monitoring, and reporting for the critical specialty areas of:

- Stormwater pollution prevention and National Pollutant Discharge Elimination System (NPDES) compliance;
- Underground and above-ground storage tank compliance;
- Hazardous, regulated, and solid waste management compliance;
- Air quality compliance;
- Environmental health and safety support; and,
- Sustainability program development and support.

The Request for Qualifications (RFQ) was advertised in the Long Beach Press-Telegram on August 1, 2024, and 23 potential proposers specializing in on-call environmental and sustainability program support were notified of the RFQ opportunity. Of those proposers, 21 downloaded the RFQ via the City's electronic bid system. The RFQ document was made available from the Purchasing Division, located on the sixth floor of City Hall, and the Division's

website at www.longbeach.gov/purchasing. An RFQ announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 44 local, minority-owned, and women-owned business groups. There were 4 proposals received on September 12, 2024. Of those 4 proposers, 2 were Minority-owned Business Enterprises (MBEs), 1 was a Women-owned Business Enterprise (WBE), 2 were certified Small Business Enterprises (SBEs), and none were Long Beach vendors (Local). The selection committee determined that CDM Smith, Inc., of Boston, MA (none); Polytechnique Environmental, Inc., of Bellflower, CA (MBE, WBE, SBE); Ramboll Americas Engineering Solutions, Inc., of Syracuse, NY (none); and Trifiletti Consulting, Inc., of Los Angeles, CA (MBE, SBE) were all qualified to provide the services.

The RFQ outlined the criteria for proposal evaluations, including organizational capacity, experience, method of approach, communications and reporting, and reasonableness of cost. Using these criteria, the proposals were evaluated by a selection committee comprised of representatives from the Airport. The four organizations noted above were determined to be the most qualified.

Local Business Outreach

To align with the City's outreach goal, Long Beach businesses are encouraged to submit proposals for City contracts. The Purchasing Division also assists businesses with registering on the Long Beach Buys platform to download RFP specifications. Through outreach, one Long Beach vendor was notified to submit a proposal and did not download nor submit a proposal. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Marsha M. Yasuda on December 11, 2024, Administrative Analyst Tommy Ryan on December 5, 2024, and by Budget Management Officer Nader Kaamouh on December 16, 2024.

SUSTAINABILITY

With support from these on-call consultants, the Airport will be able to continue its efforts with its environmental and sustainability programs, supporting its own Sustainability Action Plan as well as climate initiatives outlined within the City's Climate Action Plan.

TIMING CONSIDERATIONS

City Council action to adopt Specification RFQ AP24-407 and award contracts concurrently is being requested on January 7, 2025, to ensure the contracts are in place expeditiously.

FISCAL IMPACT

The annual aggregate contract expense will not exceed \$350,000. An appropriation increase in the amount of \$50,000 is requested in the Airport Fund Group in the Airport Department, offset by Airport operating revenues. This recommendation has no staffing impact beyond the normal

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budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



Cynthia Guidry
Director
Long Beach Airport

APPROVED:



THOMAS B. MODICA
CITY MANAGER