



AGENDA REPORT

PROPOSED ACTION: **Resolution:** Approving and Authorizing the Executive Director to Enter into a Professional Service Agreement with Greenbelt Alliance/People for Open Space to Lead Community Engagement for the Climate Adaptation Planning for Oakland's Frontline Communities Project for a Total Combined Amount Not to Exceed \$500,000 for a Term up to Three Years with an Option for One Year Extension; and if Negotiations with Greenbelt Alliance/People for Open Space are Unsuccessful, to Execute a Professional Services Agreement with the Next Highest Rated Firm, for a Maximum Compensation Not to Exceed \$500,000; and Finding that the Proposed Action is Exempt Under the California Environmental Quality Act. (Environmental)

Submitted By: Colleen Liang, Director of Environmental Programs and Planning; Kristi McKenney, Executive Director

Parties Involved:

Greenbelt Alliance/People for Open Space, a California nonprofit corporation

Amount: Not to exceed a total combined amount of \$500,000
(Operating Expense)

EXECUTIVE SUMMARY: The Port of Oakland's (Port) Climate Adaptation Planning for Oakland's Frontline Communities (CAPOFC) is a multiyear project to study the effects of Sea Level Rise (SLR) and Groundwater Intrusion (GWI) changes due to climate change, and to identify adaptation strategies for the Port and adjacent frontline communities. The selected Consultant, Greenbelt Alliance/People for Open Space (Greenbelt Alliance), will lead the community engagement component of this work to ensure critical stakeholder input.

The Port secured a Caltrans Sustainable Transportation Planning Grant, which funds a study area beyond the Port boundaries into frontline communities, and extensive community outreach. Port Staff issued a formal competitive solicitation in a Request for Proposal (RFP) in April 2025 for the community engagement portion of the project. 19 firms submitted proposals, and the top four firms were interviewed. The highest ranked firm, Greenbelt Alliance, was awarded Notice and Intent to Award for this project.

BACKGROUND & ANALYSIS

Environmental Programs and Planning (EP&P) and the Social Responsibility Division (SRD) sought a highly qualified Community Engagement Consultant to help the Port engage with surrounding neighborhoods to gain valuable input necessary for a successful SLR and GWI assessment and adaptation plan. The Community Engagement Consultant will coordinate closely with the Port and with technical consultant AECOM, which is leading the SLR & GWI technical evaluation.

On April 4, 2025, the Port released a Request for Proposal (RFP No. 24-25/29) titled *Community Engagement for the Port's Climate Adaptation Planning for Oakland's Frontline Communities (CAPOFC) Project*. The Port held a non-mandatory pre-proposal on April 22, 2025, with 45 attendees from various organizations. The Port received 19 proposals on May 15, 2025. To evaluate the proposals, the Port established a four-person Evaluation Panel consisting of four Port Staff. There were also two Observers; one City of Oakland Staff and one Port Staff). The Evaluation Panel scored the 19 proposals based on the following criteria set forth in Table 1 below:

Table 1
RFP Evaluation Criteria

| Item | Criteria | Weights |
|------|--|-----------|
| 1 | Adherence to Port Policy and Other Requirements and Debarment Statement | Pass/Fail |
| 2 | Company Information, Client References, Litigation and Other Information, and Required Forms | Pass/Fail |
| 3 | Expertise and Experience | 30% |
| 4 | Referenced Projects | 20% |
| 5 | Plan and Approach | 35% |
| 6 | Proposed Costs | 15% |
| | Total | 100% |

The Port's Non-Discrimination and Small Local Business Utilization Policy (NDSLBP) was not utilized in the RFP process because it was superseded by a Small Business Preference and Competitive Solicitations policy outlined in the State Contracting Manual, as required by the Caltrans Grant funding. In accordance with this policy, certified small businesses received a point increase to their proposal scores (an addition of 5% of the highest scoring non-small business proposal).

Based on these criteria, the Port recommends awarding the highest scoring firm, Greenbelt Alliance, as shown in Table 2. Greenbelt Alliance demonstrated the following in their qualifications and interview.

1. Expertise in participatory planning, consensus building, conflict mitigation, and public speaking.
2. Local ties and knowledge of the Port's frontline communities.
3. Experience engaging environmental justice communities, Bay Area Native American populations, low-income communities, communities of color, Limited-English Proficiency (LEP) individuals, and grassroots community-based organizations (CBOs).
4. Experience working on air quality, public health and health equity, transportation (including freight), land use planning, climate change, and sea level rise, as well as racial equity and youth development and senior services.

5. Experience as SLR subject matter experts with ability to develop creative and effective public engagement materials, communicating complex data in ways that are clear and accessible to the public.

Based on the evaluation criteria, the firms were ranked as shown on Table 2. Port Staff held interviews on June 24, 2025, with the top four consultant teams. Based on the criteria set forth, Greenbelt Alliance was ranked the top firm.

Table 2
Consultant Ranking

| Ranking | Consultant | Location |
|---------|--|-------------------|
| 1 | Greenbelt Alliance/People for Open Space | Oakland, CA |
| 2 | Civic Edge Consulting, LLC | San Francisco, CA |
| 3 | Cascadia Consulting Group, Inc. | Seattle, WA |
| 4 | D&A Communications | Oakland, CA |
| 5 | InterEthnica | San Francisco, CA |
| 6 | Tellus Civic Science | San Diego, CA |
| 7 | EinwillerKuehl | Oakland, CA |
| 8 | Seams Social Labs dba co:census | Sacramento, CA |
| 9 | Be the Change Consulting, LLC | Oakland, CA |
| 10 | En2action Inc | San Francisco, CA |
| 11 | Contigo Communications | San Francisco, CA |
| 12 | Azimu Group | Seattle, WA |
| 13 | RBA Creative LLC | Oakland, CA |
| 14 | Mason Tillman Associates, Ltd | Oakland, CA |
| 15 | TransformCA | Oakland, CA |
| 16 | Momentum | Sacramento, CA |
| 17 | FTI Consulting, Inc | Oakland, CA |
| 18 | Tribesy Consulting | Aliso Viejo, CA |
| 19 | SLV Enterprises, LLC | Las Vegas, NV |

The contract will be awarded for up to \$500,000 for a duration of three years, with an option to extend it by one year. This value was determined by reviewing the estimated

hours that may be required to develop and execute a community engagement program for the CAPOFC project. Funding will be provided through the Caltrans Sustainable Transportation Planning Grant.

Subsequently, if an agreement on contract terms cannot be reached in a timely manner with Greenbelt Alliance, the Port will seek to reach an agreement with the next best-qualified firm, and for the remaining others, until compensation, fees, and terms for the services can be reached with one of the subsequent highest ranked firms.

OTHER FINDINGS AND PROVISIONS

ENVIRONMENTAL REVIEW

The proposed action was analyzed under the California Environmental Quality Act (CEQA) and was found to be:

- ☒ Categorically exempt under the following CEQA Guidelines Section:
15306 (Information Collection)
- ☐ "Common Sense" exemption under CEQA Guidelines Section 15061(b)(3).
- ☐ Other/Notes:

BUDGET

- ☐ Administrative (No Impact to Operating, Non-Operating, or Capital Budgets); OR
 - ☒ Operating
 - ☐ Non-Operating
 - ☐ Capital

Analysis: Budget for the proposed Board action item is included in the FY 2026 EP&P operating expense budget. 100% of the costs will be funded through the Caltrans Sustainable Transportation Planning Grant.

STAFFING

- ☒ No Anticipated Staffing Impact.
- ☐ Anticipated Change to Budgeted Headcount.
Reason:
- ☐ Other Anticipated Staffing Impact (e.g., Temp Help).
Reason:

MARITIME AND AVIATION PROJECT LABOR AGREEMENT (MAPLA):

Applies? No (Other) - see explanation below.

- ☒ Additional Notes: MAPLA 2016 Section 2.3.4 – Does not apply to the scope of services for design teams or any other consultant of the Port for architectural/engineering design services and other professional services.

LIVING WAGE (City Charter § 728):

Applies?

No (Not Covered Entity) – proposed action involves entity not covered by Living Wage requirements because it is not a covered service provider or tenant, does not employ at least 21 employees, or receive from or pay to Port at least \$50,000.

- ☐ Additional Notes:

SUSTAINABLE OPPORTUNITIES:

Applies? Yes.

GENERAL PLAN (City Charter § 727):

Conformity Determination:

| | |
|---|---|
| <p><u>Reason:</u> The community engagement services provided by the Consultant will provide valuable feedback for the CAPOFC initiative, which will make the Port and adjacent frontline communities more resilient to climate change.</p> | <p>Not Required – conformity determination not required because proposed action does not change use of or make alterations to an existing facility, or create a new facility.</p> |
| <p><u>STRATEGIC PLAN.</u> The proposed action would help the Port achieve the following goal(s) in the Port’s Strategic Plan:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Capture Our Market and Grow the Economic Base <input checked="" type="checkbox"/> Modernize and Upgrade Infrastructure <input checked="" type="checkbox"/> Transition to Zero-Emissions and Build Climate Resilience <input checked="" type="checkbox"/> Maximize Land Use Value and Revenues <input type="checkbox"/> Workforce Training and Jobs Development <input type="checkbox"/> Create Opportunities for Local Businesses and Community Economic Development | |