



AGENDA REPORT

PROPOSED ACTION: **Resolution:** Approve and Authorize the Executive Director to Enter into a Professional Services Agreement with RS&H California, Inc. for the Port of Oakland Sustainability Management Plan for a Total Amount Not to Exceed \$3,660,274 for a Term of Up to Three Years 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: RS&H California, Inc., Oakland, CA

Amount: Not to exceed a total combined amount of \$3,660,274; including a contingency (Operating Expense)

EXECUTIVE SUMMARY: The Port of Oakland (Port) Sustainability Management Plan (SMP) will serve as the Port's roadmap to environmental stewardship and management of energy, water, waste, air quality, and climate resilience for all the Port's business lines: Seaport, Commercial Real Estate, Aviation, and Utilities. The SMP will serve as the Port's guiding document for reducing natural resource consumption, meeting decarbonization goals, building environmental resiliency, protecting the environment, and promoting social responsibility and regional economic growth. The SMP will also be the first comprehensive documentation of the Port's dedication to sustainability management through existing programs and policies.

Port Staff issued a Request for Qualification (RFQ) in August 2024. Nine firms submitted qualifications, and the top four firms were interviewed. RS&H California, Inc. (RS&H) highest ranked firm.

BACKGROUND & ANALYSIS

The Port's commitment to sustainability and environmental stewardship reaches across all our business lines and activities and every department and Staff members has a role to play. The Port has implemented various programs that reduce emissions, improve air quality, protect wildlife habitat, and mitigate negative environmental impacts to the Port's surrounding community from Port operations across multiple divisions. While the Environmental Programs and Planning Division will lead the SMP process, the development of the SMP will be collaborative among all divisions to create a Port-wide plan. The SMP will encompass all Port business lines, as well as the Port as a whole. The scope of work starts with a comprehensive inventory of existing sustainability efforts across the Port; and proceeds with Port-wide and business line specific visions; baseline, key performance, and targets identification; and development of new sustainability efforts and implementation and monitoring plans which will be informed by community engagement. The SMP development includes robust community engagement that will be led by a separate community engagement consultant selected through a separate procurement process. This allows the Port to select the best technical consultant to

perform the technical work while selecting the best community engagement firm for that work. The consultants will collaborate to ensure robust, transparent, and meaningful community engagement is achieved. Port Staff are underway on that solicitation process and will return to the Board of Port Commissioners for approval at a future meeting. There is sufficient information and data gathering and documenting existing practices and conditions working with Port Staff for the technical consultant to begin work now.

The Port issued an RFQ for Port of Oakland Sustainability Management Plan on July 12, 2024. The Port received a total of nine submittals. Port Staff evaluated the nine submittals based on the scoring criteria shown in Table 1. Port Staff then interviewed the four firms with the highest scores. To be eligible for federal funding for work under this contract, the Port followed federal procurement processes.

Table 1
RFQ Qualification Scoring 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	10%
3	Expertise and Experience	35%
4	Referenced Projects	25%
5	Plan and Approach	30%
	Total	100%

Port Staff scored and ranked the firms based on these criteria as shown in Table 2. RS&H is the highest ranked firm. RS&H demonstrated the following in their qualifications and interview:

- In-depth knowledge and experience in providing aviation, maritime, utilities, and real estate sustainability and decarbonization expertise and consultant services;
- Strong qualifications in the field of sustainability management technical services;
- Practical team organizations and a logical plan and approach in its responses to the RFQ; and
- Clear understanding of Port's sustainability ambitions and analyzing/addressing the associated potential sustainability topics and programs.

Table 2
Consultant Ranking

Consultant	Location	Ranking
RS&H	Oakland, California	1
Arup US Inc	Oakland, California	2
AECOM	Oakland, California	3
Ramboll Americas	Oakland, California	4

The proposed contract is for up to \$3,215,203 over a term of up to three years. This value was determined by negotiating the scope of work and fee estimates between Port Staff and RS&H. Port Staff is also requesting to include a contingency (\$400,000) to allow the Port flexibility in responding to sustainability management technical support not originally scoped, including additional work or analysis requested through the community engagement process. This contingency will provide the Executive Director with the authority to supplement the contract should it be needed. The result in the total recommendation for an amount not to exceed \$3,660,274.

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: A total of \$1.0 million for the SMP is included in the Environmental Programs and Planning operating budget for FY 2026.

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 (Not Aviation or Maritime CIP Project) – proposed action is not covered work on Port's Capital Improvement Program in Aviation or Maritime areas above the threshold cost.

☐ Additional Notes:

LIVING WAGE (City Charter § 728):

Applies?

Yes (Service Provider) – proposed action entails at least \$50,000 in payments to service provider (and/or its subcontractor) employing at least 21 employees who spend at least 25% of their time on Port-related work on premises owned or managed by the Port

☐ Additional Notes:

SUSTAINABLE OPPORTUNITIES:

Applies? Yes.

GENERAL PLAN (City Charter § 727):

Conformity Determination:

<p><u>Reason:</u> This proposed action will help support and advance sustainability opportunities across Port operations.</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 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 	