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RECOMMENDATION APPROVED;
RESOLUTION 26-10776 ADOPTED; AND
AGREEMENT 26-9989-A APPROVED
BY THE BOARD OF HARBOR COMMISSIONERS

August 27, 2026

AMKlesges
AMBER M. KLESQES
Board Secretary



DATE: AUGUST 19, 2026

FROM: ENVIRONMENTAL MANAGEMENT

SUBJECT: RESOLUTION NO. 26-10776 - FIRST AMENDMENT TO PERSONAL SERVICES AGREEMENT NO. 23-9989 BETWEEN THE CITY OF LOS ANGELES HARBOR DEPARTMENT AND TETRA TECH, INC. FOR CLEAN TRUCK PROGRAM ADMINISTRATION SERVICES

SUMMARY:

Staff requests approval of the First Amendment to Agreement No. 23-9989 with Tetra Tech, Inc. (Tetra Tech) of Pasadena, California. Tetra Tech currently provides concessions, grant administration, and support services for the Clean Truck Program (CTP) at the Port of Los Angeles (Port). If approved, the Amendment will extend the term for an additional three years to December 31, 2029, expand the Scope of Work, update billing rates, and add \$5,825,451 in total compensation for a new not-to-exceed total of \$8,825,451. The City of Los Angeles Harbor Department (Harbor Department) will continue to be financially responsible for the payment of expenditures incurred under Agreement No. 23-9989, which are offset by CTP-related fees.

RECOMMENDATION:

It is recommended that the Board of Harbor Commissioners (Board):

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. Approve the First Amendment to Agreement No. 23-9989 with Tetra Tech, Inc.;
3. Direct the Board Secretary to transmit the First Amendment to the City Council for approval pursuant to City Charter Section 606;
4. Authorize the Executive Director to execute and the Board Secretary to attest to said First Amendment for and on behalf of the Board; and
5. Adopt Resolution No. 26-10776

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SUBJECT: FIRST AMENDMENT TO AGREEMENT NO. 23-9989 WITH TETRA TECH, INC. FOR CLEAN TRUCK PROGRAM ADMINISTRATION SERVICES

DISCUSSION:

Background and Context – The CTP is a key component of the San Pedro Bay Ports Clean Air Action Plan (CAAP). The initial purpose of the CTP was to incentivize the early transition of an aging fleet of drayage trucks into cleaner vehicles as required by State law, and to improve Port safety and security through the Port's concession agreements with licensed motor carriers. The CTP has been successful in accomplishing its mission and continues to evolve in accordance with advanced clean truck goals outlined in the 2017 CAAP Update.

Tetra Tech was selected from a joint request for proposal with the Harbor Department and the Port of Long Beach (POLB) (collectively, Ports) for *Clean Trucks Program Administration Services*. By both Ports using the same consultant to administer their programs, the Ports have realized synergy created through increased efficiency as well as significant cost savings. For instance, Tetra Tech provides the same Information Technology staff to both Ports for the Ports' Drayage Truck Registry. Additionally, Tetra Tech provides the same administrative multi-lingual staff to both Ports for staffing and managing the CTP Terminal Access Center and helpline. The costs of providing these services are shared equally by both Ports.

Services Provided under Agreement No. 23-9989 – Services performed under the current agreement include concession, grant administration assistance, information technology support, and support services such as:

- Administering over 2,000 concession agreements
- Maintaining the Ports Drayage Truck Registry (PDTR), which currently contains approximately 18,000 trucks
- Providing special analysis of truck moves to support Harbor Department requests
- Enforcing various concession agreement requirements including insurance coverage and identifying false Vehicle Identification Numbers
- Collecting various fees for annual truck registration, concession agreement applications, and day passes for visiting trucks
- Inspecting and affixing stickers to non-container terminal trucks and "exempt" trucks
- Monitoring compliance with Port grant funded programs (e.g., truck trips to the Ports)
- Providing customer service through management of the CTP Access Center and Helpline

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SUBJECT: FIRST AMENDMENT TO AGREEMENT NO. 23-9989 WITH TETRA TECH, INC. FOR CLEAN TRUCK PROGRAM ADMINISTRATION SERVICES

Proposed First Amendment – The First Amendment to Agreement No. 23-9989 will update the following (Transmittal 1):

- Extend the contract term by three additional years, for a total of approximately six years. If approved, Agreement No. 23-9989 will expire on December 31, 2029;
- Amend the Scope of Work;
- Provide an additional \$5,825,451 to cover the new term for a total amount not-to-exceed \$8,825,451; and
- Amend Tetra Tech billing rates.

POLB plans to extend its contract with Tetra Tech through 2029 around fall 2026, so both Port Agreements with Tetra Tech will continue to be aligned for efficiency and cost benefit. Additional duties have been identified in the updated Scope of Work and will result in costs being slightly higher than past years. A majority of the new cost will be in migrating the current PDTR system to a new service platform. The service platform used by the PDTR has not changed since the start of the CTP in 2008. The current service provider for the platform will stop providing maintenance updates in the next three years, so the PDTR system must be migrated to a new platform to continue to function properly.

Additional funding from the Clean Truck Fund (CTF) rate collection is also included to allow Tetra Tech to assist the Ports in development and implementation of a new zero-emission (ZE) truck utilization incentive program. More details and funding request for the ZE truck utilization incentive program will be brought to the Board at a later date.

The additional duties under existing subtasks are summarized as follows:

1. Task 1 Subtask - Administer CTF incentive program/support new grant funding incentives
 - Design and implement a ZE truck utilization incentive program
 - Application support and assistance to applicants
 - Data support for funding opportunity
2. Task 4 Subtask – Support New Agreement and Tariff changes
 - Implement a streamlined Licensed Motor Carrier agreement including an online payment system
 - Provide transition support, compliance monitoring and agreement tracking
 - Provide outline of new standard operating procedures
3. Task 5 Subtask – Maintain and Enhance PDTR, Concession Database, and DayPass systems
 - PDTR research/initial study to migrate the PDTR to a new service platform
 - Update Concession agreement payment processing through the PDTR

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- Migrate PDTR from the current system that will no longer be supported to a new platform
- Integrate hosting of a DayPass system in the PDTR to streamline DayPass services

ENVIRONMENTAL ASSESSMENT:

The proposed action is the approval of a proposed First Amendment to Agreement No. 23-9989 with Tetra Tech to continue to provide concession, grant administration, and support services for the CTP, which is an administrative activity. Therefore, the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of CEQA in accordance with Article II, Section 2(f) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

Approval of the proposed First Amendment will extend the term by an additional three years, expand the Scope of Work, update billing rates, and increase the total not-to-exceed amount by \$5,825,451, from \$3,000,000 currently to \$8,825,451, as proposed. Spending under the Agreement is expected to occur under two different funds; Fund 702 (Harbor Revenue Fund) and Fund 75W (Clean Truck Fund Rate) as follows:

Fiscal Year	Harbor Revenue Fund	Clean Truck Fund Rate	Total
Prior Fiscal Years	\$2,765,160	\$0	\$2,765,160
2026/27	\$1,747,863	\$191,174	\$1,939,037
2027/28	\$1,840,138	\$115,210	\$1,955,348
2028/29	\$1,309,281	\$118,666	\$1,427,947
2029/30	\$ 678,626	\$ 59,333	\$ 737,959
TOTAL	\$8,341,068	\$484,383	\$8,825,451

Work performed in the development and implementation of the ZE Truck Utilization Program will be paid from the Clean Truck Fund Rate. Fiscal Year 2026/27 funds in the amount of \$191,174 are available within Account 562015 (Clean Truck Program Subsidies), Division 42010 (Environmental Management), Fund 75W (Clean Truck Fund Rate). As of May 2026, the available balance of the Clean Truck Fund Rate is \$164,121,602. All other work conducted by Tetra Tech will be paid from Environmental Management's operating budget. Fiscal Year 2026/27 funds in the amount of \$1,747,863 are available within Account 562020 (Clean Truck Program Administrative Costs), Division 42010 (Environmental Management), Fund 702 (Harbor Revenue Fund). Expenses incurred for CTP administrative costs are offset from revenue collected from CTP Concession Application Fees, Annual Truck Fees and Day Pass Fees. Funding needed in future fiscal years will be requested through the annual budget adoption process.

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TECH, INC. FOR CLEAN TRUCK PROGRAM ADMINISTRATION
SERVICES

CITY ATTORNEY:

The Office of the City Attorney has approved the Amendment as to form and legality.

TRANSMITTAL:

1. First Amendment to Agreement No. 23-9989 with Tetra Tech, Inc.

FIS Approval: JS

CA Approval: SO



LISA WUNDER
Director of Environmental Management



MICHAEL DIBERNARDO
Deputy Executive Director

APPROVED:

Erica M. Calhoun for

EUGENE D. SEROKA
Executive Director