



## MEMORANDUM

April 7, 2023

**TO:** MEMBERS, PORT COMMISSION  
Hon. Kimberly Brandon, President  
Hon. Willie Adams, Vice President  
Hon. Gail Gilman  
Hon. Steven Lee

**FROM:** Elaine Forbes  
Executive Director

**SUBJECT:** Request authorization to award one contract to Literacy for Environmental Justice for not-to-exceed amount of \$987,000.

**DIRECTOR'S RECOMMENDATION:** Approve Attached Resolution No. 23-16

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### EXECUTIVE SUMMARY

Pursuant to Port Commission authorization (Resolution 22-66), Port staff issued a Request for Proposals (RFP) for the Marsh Revegetation and Transitional Age Work Training Program. Two proposals were submitted by firms in response to the RFP. One firm was found non-responsive for failing to meet Minimum Qualifications. One firm was responsive and met the eligibility requirements. A selection panel evaluated and scored the written proposals. CMD monitored the process.

Port staff now seeks Port Commission authorization to or negotiate a contract for the Marsh Revegetation and Transitional Age Work Training Program to the one responsive firm: Literacy for Environmental Justice, a non-profit LBE (LEJ).

### STRATEGIC OBJECTIVE

The contract opportunity will support the goals of the Port's Strategic Plan as follows:

#### Sustainability

By implementing nature-based shoreline stabilization and improvement projects and

maximizing the use of native plants in landscaping to increase biodiversity at Heron's Head Park and provide food and shelter for insect and animal species.

### Equity

By requiring the contractor to train and offer paid internships to local transitional age youth ages 17-24 from the surrounding neighborhoods near Heron's Head Park, the Port is providing pathways to employment.

### Engagement

By protecting and enhancing the shoreline and wetland habitat at Heron's Head Park, the Port will increase biodiversity and preserve a valuable public asset that is enjoyed by a diversity of users.

## **BACKGROUND**

Heron's Head Park is an approximately 21-acre peninsula, comprised of seven acres of wetlands and tidal ponds and 14 acres of public open space. It includes picnic areas, an off-leash dog play area, and the EcoCenter, a Port-owned environmental education and community facility. Heron's Head Park is a highly valued resource for both wildlife and people; it is home to or visited by over 100 species of migratory and resident birds, two endangered species, and serves thousands of visitors each year.

As detailed in an August 11, 2020 Port Informational Memorandum to the Port Commission, the shoreline at Heron's Head Park has experienced subsidence, erosion from wind-driven waves and tidal flows, and a low supply of the suspended sediment in Bay waters that is needed to replenish the marsh. These forces have caused loss of both habitat acreage and ecological function. Without protection from erosion and an increased capacity to adapt to sea level rise, Heron's Head Park is expected to lose an estimated additional 1.8 acres over the next 30 years.

To address these impacts, the Port developed the Heron's Head Park Shoreline Resilience Project (Project), as described in that same August 11, 2020 Memorandum, that will:

1. Place coarse sand and gravel, stabilized by rock and cobble groynes, along the southern shoreline to prevent erosion, improve habitat quality and diversity, and enable sea level rise adaptation.
2. Restore and maintain native plant vegetation to enhance biodiversity and ecological function of the existing wetlands.
3. Create youth employment opportunities in habitat restoration.
4. Monitor project outcomes for 10 years.

The shoreline construction component of the project (#1 above) is funded by two grants:

***Ocean Protection Council Grant:***

Proposition 68, The “California Drought, Water, Parks, Climate, Coastal Protection and Outdoor Access for All Act” (Prop. 68), passed by the voters in 2018, generated funding for a wide variety of projects and initiatives, including projects that implement nature-based solutions and other sea level rise adaptation strategies to build coastal resiliency. In February 2021, the Ocean Protection Council (OPC) voted to award \$1.667M from its Coastal Resilience Grant Program to the Port to support construction of the stabilized shoreline that will protect the marsh along Heron’s Head Park’s southern shoreline from erosion. Through Resolution 21-17, the Port Commission authorized acceptance of the grant in April 2021. The Board of Supervisors authorized the Port to accept and expend the OPC grant funds in July 2021 by Resolution 342-21. The grant agreement with OPC was executed in November 2021.

***CDFW Grant:***

The “Water Quality, Supply, and Infrastructure Improvement Act of 2014” (Proposition 1) funds ecosystem restoration projects through California Department of Fish and Wildlife (CDFW). Through Resolution 21-38, the Port Commission authorized acceptance of the grant and expenditure of grant funds in September 2021. The Board of Supervisors authorized the Port to accept and expend the CDFW grant in December 2021 by Resolution 551-21. The grant agreement with CDFW was executed in January 2022.

The native plant habitat restoration and youth employment components of the project (#2 and #3 above) are being conducted in two phases, the first of which has been funded by the San Francisco Bay Restoration Authority (SFBRA).

***SFBRA Grant:***

The San Francisco Bay Restoration Authority (SFBRA) is a regional agency created to generate and allocate resources for the protection and enhancement of tidal wetlands and other wildlife habitat in San Francisco Bay and along its shoreline. It awards grants to achieve these purposes consistent with the San Francisco Bay Clean Water, Pollution Prevention and Habitat Restoration Measure (“Measure AA”), passed by the voters in June 2016. As described in the Memorandum to the Port Commission on August 25, 2020, the SFBRA authorized disbursement of \$297,000 to the Port for approximately two years of wetland habitat restoration at Heron’s Head Park. Through Resolution 20-42, the Port Commission authorized acceptance of the grant and a sole-source contract with LEJ to use the grant funds for wetland habitat restoration at Heron’s Head Park. The Board of Supervisors authorized the Port to accept and expend SFBRA grant funds in September 2020 by Resolution 446-20. The first grant agreement with SFBRA was executed in November 2020. The funded wetland plant habitat restoration work has been underway since then and will be completed by Summer 2023.

Phase 1 habitat restoration work began in November 2020 and will continue through the first or second quarters of 2023 as weather, staffing, compliance with endangered species protections, and other factors allow. Phase I of the habitat restoration

component included removal of invasive species impacting the habitat value of the tidal salt marsh; cultivation, installation, and maintenance of native salt marsh plants; recruitment and training three cohorts of four transitional age youth interns referred to as “Eco-Apprentices”; and creation of two permanent full-time positions that offer potential opportunity for additional experience and career advancement for EcoApprentices. Upon completion of Phase 1, approximately 16,000 plants will have been grown and installed.

### Contracting Approach

The first phase of the habitat restoration element of the Project was completed through a sole-source contract with LEJ. The Port, however, could not pursue a sole-source contract for the second phase of the Project. Chapter 21G of the Administrative Code, approved by the Board of Supervisors and effective January 1, 2022, now requires departments to award all grants through an open and competitive process.

## **SCOPE OF WORK**

This proposed contract includes three scopes of work.

### Scope 1. Provide Plants

Contractor must be able to provide in-house nursery capacity or source locally-adapted tidal wetland and coastal plants from a nursery that (i) implements best management practices to prevent Phytophthora infection, as specified by the Phytophthoras in Native Habitats Work Group/California Native Plant Society Best Management Practices for habitat restoration nursery stock, and/or (ii) participated in the Accreditation to Improve Restoration and Native Plant Nursery Stock Cleanliness<sup>[1]</sup>.

Contractor will provide plants and all related materials and equipment for cultivation and planting. Exact number, species, and schedule for delivery to the project site will be specified by detailed task orders. An estimated quantity of 3,000-5,000 plants per year will be required. Species will include but may not be limited to Marsh Gumplant (*Grindelia stricta*), Salt Grass (*Distichlis spicata*), Alkali heath (*Frankenia salina*), and California Seablite (*Suaeda californica*)

### Scope 2. Hire, train, and manage habitat restoration staff

Contractor will provide habitat restoration staff including trainees participating in a paid internship that provides education and training in native plant cultivation, habitat restoration, and community outreach, as well as field supervisors and habitat restoration project managers with appropriate experience and expertise to execute the scope of work. Habitat stewardship will include manual removal of invasive species, strategic replacement of native plants in cleared areas, watering under certain circumstances, and maintaining native vegetation in the tidal salt marsh and transition zone at Heron’s Head Park. The exact number of hours and schedule for different job classifications will be specified by a detailed work program and/or task orders and is estimated to be 1,500-2,000 hours per year.

In addition to providing a habitat restoration field crew, Contractor must also be able to provide expert guidance in wetland and coastal plant habitat restoration measures and strategy. Work will include planting and monitoring Suaeda, which must be done by, under the supervision of, or in consultation with, a biologist approved by U.S. Fish & Wildlife Service as qualified to supervise Suaeda management. Such biologist may be included in the Contractor's proposal or provided by Port under separate contract. [If the cost of the biologist will be deducted from the \$987K, say that here.]

Contractor will be required to provide quarterly written progress reports with geo-referenced maps, photo-documentation and other back-up documentation.

### Scope 3. Community Outreach and Youth Engagement

With this contract, the Port seeks to inform and engage the public, particularly the neighborhoods of southeast San Francisco near Heron's Head Park, about the habitat restoration work at Heron's Head Park and include information about apprenticeships and other job opportunities for transitional age youth in habitat restoration in such outreach efforts. The Contractor will incorporate community outreach in its work under this contract in accordance with a specific workplan or task orders to be developed in consultation with the Port after contract award. Community outreach may include presentation at meetings of groups that have been identified as key stakeholders for this site and project, and/or may be focused on outreach to and recruitment of apprentices.

### **SELECTION PROCESS**

Submittals were due on February 14, 2023 and the Port received two responses to the RFP in advance of the submittal deadline. The following two consultant teams responded to the RFP:

1. Literacy for Environmental Justice (Micro LBE-OBE)
2. Empire Landscaping (Micro LBE-OBE)

Empire Landscaping was deemed non-responsive for not meeting minimum qualifications. One proposal was deemed responsive of Chapter 21 requirements.

### Selection Panel

The Port convened a two-member evaluation panel. The panel met for orientation and again to confer and submit scores for written proposals. The two members of the panel have expertise in native plants and community programming within the public sector. One individual is from San Francisco Recreation and Parks Department and the other is from San Francisco Environment Department.

## Evaluation Criteria

The selection panel evaluated and scored the written proposals based upon the following criteria:

70 Points	-	Proposer Experience and Qualifications
1 Point	-	Diversity Equity and Inclusion Plan
<u>29 Points</u>	-	<u>Personnel Availability and Experience</u>
100 Points		Possible Total Points

The City Administrative Code Chapter 14B, the LBE and Non-Discrimination in Contracting Ordinance, establishes rating bonuses for LBE firms and LBE joint venture partnerships.

The final score for the one responsive proposer is shown in Table 1.

Table 1. Response Scored for Written Proposal

Proposer	LBE Rating Bonus Received	Write Proposal Score	Final Score Total	Final Rank	Ethnicity <sup>1</sup>
Literacy for Environmental Justice	10%	93	102.3	1	N/A

## **SELECTED CONSULTANT FOR CONTRACT**

Based on the above, Port staff recommends awarding the Marsh Revegetation and Transitional Age Work Training Program to LEJ.

### ***Literacy for Environmental Justice:***

Literacy for Environmental Justice was founded in 1998 by passionate Bayview-Hunters Point youth who saw the environmental injustices, pollution, and health crises plaguing their southeast San Francisco neighborhood and envisioned a greener, healthier future for their community. Today, LEJ's mission is to promote ecological health, environmental stewardship, and community-oriented development in southeast San Francisco by creating urban greening, ecoliteracy, community stewardship, and workforce development opportunities that directly engage and support local residents in securing a healthier future. In 2004, LEJ launched its Native Plant Nursery at Candlestick Point State Recreation Area, which specializes in growing locally-adapted native plant species for wetlands, shoreline, and coastal uplands habitats in southeast San Francisco. Additionally, LEJ runs its Eco-Apprentice internship program which provides paid, on-the-job training and work experience for 300+ low-income transitional age youth from southeast San Francisco who are interested in pursuing environmental careers.

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<sup>1</sup> This information is for informational and data collection purposes only and may not be considered by the Port Commission when considering the approval or disapproval of any contract award.

## FUNDING

These services will be funded from the grant funding from the State Coastal Conservancy that was accepted by the Port Commission on February 22, 2022.

## RECOMMENDATION

Port staff requests authorization to award one contract to Literacy for Environmental Justice for Marsh Revegetation and Transitional Age Work Training Program for a not-to-exceed amount of \$987,000.

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Attachment 1: CMD Award memo

<sup>[1]</sup> The Accreditation to Improve Restoration and Native Plant Nursery Stock Cleanliness Program is a voluntary, audit-based accreditation program administered by the California Oak Mortality Task Force with support from the U.S. Department of Agriculture Animal and Plant Health Inspection Service. It is designed to improve the cleanliness of plant stock in native plant nurseries and reduce potential for infection by plant pathogens of the genus *Phytophthora*. Participating nurseries implement specified practices to minimize potential infections in the nursery and allow third-party audits of their facilities for inspection and sampling for *Phytophthoras*.

<sup>[2]</sup> Racial Equity Action Plan Item 8.1.1. is to advertise all contracting events to racially diverse businesses, LBE, DBE, and non-certified minority-owned businesses.

**PORT COMMISSION  
CITY AND COUNTY OF SAN FRANCISCO**

**RESOLUTION NO. 23-16**

WHEREAS, the Port has established, through the Strategic Plan, the goal of advancing environmental stewardship to limit climate change and protect the Bay by implementing a nature-based shoreline stabilization and improvement project and completing the Heron's Head Park Shoreline Resilience Project (as detailed in an August 11, 2020 Port Informational Memorandum to the Port Commission); and

WHEREAS, Port staff is near completion of a 2.5 year habitat restoration effort that comprises the first of two phases of habitat restoration included in the Heron's Head Park Shoreline Resilience Project; and

WHEREAS, the Port has received grant funds from the California State Coastal Conservancy for native plant habitat restoration and transitional age youth employment program to be completed as part of the Heron's Head Park Shoreline Resilience Project; and

WHEREAS, At its meeting on December 13, 2022 through Resolution 22-66, the Port Commission authorized staff to issue an RFP to solicit and select one entity to provide marsh revegetation and transitional age work services with a not-to-exceed amount of \$987,000; and

WHEREAS, Port staff advertised the RFP for Marsh Revegetation and Transitional Age Work Program on January 31, 2023 and received two proposals on February 15, 2023; and

WHEREAS, Port staff convened an evaluation panel to evaluate and score the proposals; and

WHEREAS, Port staff selected the one responsive scored proposal for contract award; now, therefore be it

RESOLVED, that the San Francisco Port Commission hereby authorizes Port staff to award to and negotiate with Literacy for Environmental Justice one contract for Event ID: 0000007884, for Marsh Revegetation and Transitional Age Work Program for services described in the accompanying staff report and RFP to for a not-to-exceed amount of \$987,000.

***I hereby certify that the foregoing resolution was adopted by the Port Commission at its meeting of April 11, 2023.***

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Secretary