

DATE: November 17, 2022

TO: WCA Governing Board

FROM: Suely Saro, Project Specialist

THROUGH: Mark Stanley, Executive Officer

SUBJECT: Item 16: Consideration of a resolution to award contract to Ersoylu Consulting for River Ranger Pilot Program Evaluation Services.

RECOMMENDATION: That the Watershed Conservation Authority (WCA) Governing Board authorize Executive Officer or designee to negotiate and enter into a contract with Ersoylu Consulting for evaluation services for the Los Angeles River Ranger Pilot Program.

PROJECT DESCRIPTION: The WCA issued a Request for Proposals (RFP) for professional services to evaluate the River Ranger Pilot Program development process and program implementation (Exhibit A). Success and public acceptance of the river ranger program rests on understanding about the program itself, how the program can facilitate safe access to the river and enhance the river corridor experience, and lessons learned on key areas of interest for agencies to move forward. The goal is to build both agency and public understanding through communication on the programs and activity opportunities. The implementation includes sharing with the public purpose and possible benefits of program activities, providing awareness of the possibility for ranger program expansion along the 51-mile corridor, listening and recording community and partner interests and concerns, and identifying outcomes of the program for potential next steps.

This RFP requests services to evaluate the River Ranger Pilot Program Phase 1: Program Development and Planning and Phase 2: Implementation. As necessary or requested, proposals shall describe the recommended approach to be undertaken to complete the following tasks and deliverables.

Phase 1: Program Development and Planning Evaluation: Describe and analyze the process taken to develop and plan the River Ranger Pilot Programs for 1) function of the Advisory Committee; 2) Conservation Corps of Long Beach's River Ambassador Program; 3) Nature for All's Lower LA River community outreach incorporation of the Leadership Academy; and 4) River in Action's community based environmental education programs for K-5 youth. In addition, determine key successes and challenges to develop and plan the program by outlining and communicating 5) Extent to which public engagement and communications meaningfully informs efforts and recommendations for moving forward.

Phase 2: Implementation Evaluation: Gather and analyze data to write the findings of the process and the outcome of the pilot program implementation compared against the goals in the LA River Ranger Program Establishment Plan for the REACH Zone at the LA River and Rio Hondo Confluence.

The Request for Proposal for Program Evaluation Services for the REACH Zone at the Lower LA River and Rio Hondo Confluence was released on Friday, April 8th, 2022 and the deadline for submission was May 13th, 2022. The RFP was posted on the WCA website, circulated via email, the RMC newsletter, and social media. Only one proposal was received from Benchmarq Consulting by the closeout date and subsequently a second proposal was solicited from Ersoylu Consulting for comparison after the RFP process closed. Solicitation was conducted by a party that would not be a juror for scoring.

The information presented in both proposals were reviewed and scored by RMC and WCA staff who composed a team of three (3) jurors. Benchmarq Consulting received an average of 86% and Ersoylu Consulting received an average of 76%.

Proposer	Scorer 1	Scorer 2	Scorer 3	Average
Benchmarq Consulting	81	88	90	86.33
Ersoylu Consulting	95	59	75	76.33

However, there was significant discrepancy between scores and interviews were subsequently conducted with both consultants to better understand their background, experiences, and proposals to build consensus. The proposals were re-scored after the interviews, subsequently Benchmarq received 78.67% and Ersoylu Consulting received a score of 90%.

Proposer	Scorer 1	Scorer 2	Scorer 3	Average
Benchmarq Consulting	81	77	78	78.67
Ersoylu Consulting	95	84	91	90

Given that the proposals were reviewed for the quality of response, the procurement process was re-opened on September 22, 2022 with an extended deadline for submission of 12pm October 21, 2022. The RFP was updated to be inclusive of additional administrative language for clarity. The RFP was posted on the WCA website, circulated via email, the RMC newsletter, and social media. A search was additionally conducted through Cal eProcure under the search for Los Angeles County and the keyword "engagement", resulting in 84 contacts with emails listed. Notices were sent through "BCC" of the contacts in batches to avoid being flagged as spam. In response to the RFP solicitation, two bounced back as unidentifiable. At least one pair had the same email. Accordingly, notices were sent directly to 81 contacts listed. During this time the initial proposers were also notified of the opportunity to update their previously submitted proposals. The extended period, posting, and communication of the open RFP resulted in no new proposal submissions.

As no new proposals or proposal updates have been received the juror committee has maintained the scoring for Benchmarq which received 78.67% and Ersoylu Consulting which received the highest score of

90%. Accordingly, Ersoylu Consulting has been recommended for award of contract for River Ranger Pilot Program Evaluation Services (Exhibit B Scope of Work). Upon no protest within 5 days of a posting of Notice of Intent to Award and board approval the WCA would move forward with negotiation to enter into a contract.

BACKGROUND: The mission of the Los Angeles River Ranger Program, implemented under Assembly Bill 1558 (C Garcia), is to foster connections between communities, agencies, and resources to promote safe, equitable usage and stewardship of the LA River and its tributaries as an activated and connected greenway that supports ecological, social, and recreational opportunities. The full Los Angeles River Ranger Program Establishment Plan (Plan) completed in 2019 can be viewed on the WCA website: https://www.wca.ca.gov/our_work. The Los Angeles River Ranger Program (Program) will provide five key services: 1) Resource Management and Maintenance; 2) Recreation and Interpretation/Educational Programs; 3) Outreach and Engagement; 4) Public Safety; and 5) Administration and Coordination.

The Plan recommended piloting the program in segments called River Education Adventure Community and Habitat (REACH) Zones, including consideration for the needs of the local communities. The Watershed Conservation Authority is developing a REACH Zone at the Lower LA River and Rio Hondo Confluence (Exhibit B), which is approximately 5 miles long on both side of the river channel and adjacent parks within the boundary of the Cities of South Gate, Downey, and Bell Gardens, and under the authority of the Los Angeles County Flood Control District. The Program is to be completed in two phases, as described below:

Phase 1: Program Development and Planning

Planning and development of the REACH Zone at the Lower LA River and Rio Hondo Confluence began in early 2020. A River Ranger Pilot Program Advisory Committee was formed in May 2021 to provide guidance on program development and to facilitate coordination amongst agencies and groups with interest in the REACH Zone area. Support from river-adjacent governments and agencies is crucial for the pilot project, as those government entities have control over river rights-of-way. The Advisory Committee is made up of the following stakeholders and shaped the development of this REACH Zone: Sacred Places Institutes of Indigenous People, Center for a Competitive Workforce and Rio Hondo College, East Yard Communities for Environmental Justice, Mountains Recreation Conservation Authority, LA County Flood Control District, City staff from the City of South Gate and the City of Downey, Police Departments of the City of South Gate, Bell Garden, and Downey, Fire Department of the City of Downey, LA County Department of Parks and Recreation and their Trails Division, and Los Angeles Homeless Services Authority.

Additionally, WCA compiled a Project Team to develop a scope of services to be implemented under the River Ranger Program that will creatively activate the REACH Zone. The Conservation Corps of Long Beach, River in Action, and Nature for All make up the Project Team and were brought on through a Request for

Qualifications process to provide services including but not limited to achieving the following program goals:

- 1) Recreational and/or Interpretative/Educational Programs to creatively activate the LA River in the REACH Zone at the Los Angeles River and Rio Hondo Confluence;
- 2) LA River Safety Ambassador Program to improve public safety for visitors on the LA River in the REACH Zone at the Los Angeles River and Rio Hondo Confluence.

The Project Team also participated in the Advisory Committee and developed outreach and education materials for the public.

Phase 2: Program Implementation and Evaluation

The second phase of the project requires the WCA Project Team to implement and evaluate their respective programs' scope of services developed in Phase 1. Meanwhile, participate in the advisory committee and conduct outreach and education to the public.

A. The Conservation Corps of Long Beach will conduct phase 2 implementation of the River Ambassador Program. The River Ambassador Program started in June 2022. The River Ambassadors will enhance and support ecological, social, and recreational opportunities within, along, and near the LA River. The program will focus on the three core elements of safety, education, and stewardship. The River Ambassador will participate in a two-week training and orientation at the beginning of their six-month enrollment. These classes and field trips will cover the natural and cultural history of the LA River. This program will combine a curriculum with guest lectures, field trips, education days, and career pathway presentations to immerse the participants in the natural world of the LA River and surrounding areas. Throughout the year, seasonal changes may be made to the curriculum to reflect varying work needs for each season. Upon completing their six-month term, the River Ambassadors will be given the opportunity to extend their enrollment up to a year. These participants will dive deeper into one specialized field of the three core elements of the program: safety, education, or stewardship. This opportunity will be given to participants who have shown dedication and keen interest in the program as stewards and ambassadors of the LA River. A significant component of the program is to examine and measure the feasibility of the curriculum's sustainability under a test period of the ambassador program. Should the activities be successful, an objective is to determine if the activities support a career-based ranger, scalable programmatic methods, and a core operational structure.

B. The recreational and educational Programs began in April 2022. River in Action is a 501c3 nonprofit organization that works to provide community based environmental education programs for K-5 youth. They are a place-based organization and work in the communities along the Lower Los Angeles River. River in Action (RIA) will conduct phase 2 implementation of its community based environmental education for K-5 youth. It will consist of 4 localized environmental education lessons that will include a children's coloring book for the REACH Zone at the Lower LA River and Rio Hondo River. Their goal is to use STEAM

educational programming to increase the usage of river path and parks in an effort to increase public safety along the Lower L.A. River

C. Nature for All (NFA) is a non-profit organization that is committed to building a diverse base of support to ensure that everyone in the Los Angeles area has equitable access to nature and the wide range of benefits that nature provides. Nature for All (NFA) will conduct phase 2 implementation of its Leadership Academy adapted for the REACH Zone at the Lower LA River and Rio Hondo Confluence. The Lower LA River Leadership Academy Program will consist of education, community engagement, celebration, and action. The participants will learn about in-depth topics related to land and water stewardship, park equity, environmental justice, native plants, civic engagement, careers in conservation and much more. In partnership with project partners and advisory committee members, participants will plan at least 4 local events and experiences a year that will engage the community and begin to promote the collaborative efforts taking place in their communities/regions and around the LA River. Such events may include: tree planting, clean-ups, habitat restoration and much more. WCA will continue to hold meetings of the Advisory Committee throughout Program Implementation to maintain coordination and communication between stakeholders and identify any issues that may arise. Each Project Team member will regularly evaluate their individual programs throughout implementation in consideration of operation successes and feedback received through meetings and public engagement. Additional programs may be added to fill in programming gaps identified and to ensure we engage as many diverse members of the public as possible.

FISCAL INFORMATION: The recommendation is to approve award of contract Ersoylu for a not-to-exceed amount of \$100,000 to be funded through the Rivers and Mountains Conservancy for program evaluation services for the LA River Ranger Program REACH Zone (RMC 19005) and (RMC21506). The recommended action provides the WCA with the ability to respond in a timely and efficient manner to professional service needs of this program by authorizing the Executive Officer or designee to negotiate and award an evaluation services contract to Ersoylu Consulting.

Los Angeles River Ranger Program

REQUEST FOR PROPOSAL

for

Program Evaluation Services for the REACH Zone at the Lower Los Angeles River and Rio Hondo River Confluence



100 North Old San Gabriel Canyon Road
Azusa, CA 91702

Primary Contact:
Suely Saro, Project Manager
ssaro@rmc.ca.gov

UPDATED September 22, 2022

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EXHIBITS

EXHIBIT A: SAMPLE WCA AGREEMENT FOR CONSULTANT SERVICES

EXHIBIT B: REACH ZONE AT THE LOWER LA RIVER AND RIO HONDO CONFLUENCE MAP

1. INTRODUCTION & OVERVIEW

The Watershed Conservation Authority (WCA) is requesting proposals from qualified consultants, firms, and organizations to provide services for evaluating the development and implementation of the Los Angeles River Ranger Pilot Program in South East Los Angeles County. The objective of this Request for Proposal (RFP) is to select a service provider that is most beneficial to the WCA in providing the requested services.

Services shall include evaluation of the River Ranger Pilot Program Phase 1: Program Development and Planning and Phase 2: Implementation. WCA plans to begin implementation of the pilot program in April 2022, and run through February 2024. Professional services are needed to evaluate the overall River Ranger Pilot Program development process and program implementation, from 2022 through 2024.

About the WCA: The Watershed Conservation Authority is a joint powers authority of the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy and the Los Angeles County Flood Control District with a mission to implement comprehensive watershed planning in the expansion and improvement of open space and recreational opportunities for the conservation, restoration, and environmental enhancement of the San Gabriel and Lower Los Angeles Rivers Watershed area consistent with the goals of flood protection, water supply, groundwater recharge, and water conservation. Additional information about the agency can be found at www.wca.ca.gov.

2. INSTRUCTIONS TO PROPOSERS

Submittals must be received by WCA by 12:00pm, October 21, 2022

- 2.1. Responses to this Request for Proposals (RFP) shall be made according to the guidelines of this solicitation.
- 2.2. Proposers must submit one digital copy of the proposal in Adobe Portable Document Format (PDF). Submittals shall be made through email to ssaro@rmc.ca.gov and dwilliams@wca.ca.gov with the subject line, "RFP Submission, River Ranger Evaluation Services". Only digital copies are to be accepted, and any hardcopies received will not be read or scored.
- 2.3. Proposal submittals shall be organized as indicated in Section 11 of this RFP. Specific requirements for the content and format of the proposals are included hereinafter in Section 11 and Section 12 of this solicitation.
- 2.4. Questions regarding this RFP are welcome and shall be made in writing to Suely Saro at ssaro@rmc.ca.gov by **October 14, 2022**. Note that the WCA will share responses to questions and requests for clarifications with other potential proposers through e-mail and the WCA website.
- 2.5. The WCA recommends potential proposers inform Ms. Saro of their intention or interest in responding to this RFP. Such notification will allow for any supplemental information regarding this solicitation to be provided, including addenda and responses to questions.
- 2.6. Proposers understand and agree that submittal of a proposal will constitute

acknowledgment and acceptance of, and a willingness to comply with, all of the terms, conditions and criteria contained in this RFP, including attachments thereto, except as otherwise specified in the proposal. Any and all parts of the submitted proposal may become part of any resultant contract between the selected Consultant(s) and WCA. A sample WCA Agreement for Consultant Services is included as Exhibit A.

3. PROJECT BACKGROUND

The mission of the Los Angeles River Ranger Program, implemented under Assembly Bill 1558 (C Garcia), is to foster connections between communities, agencies, and resources to promote safe, equitable usage and stewardship of the LA River and its tributaries as an activated and connected greenway that supports ecological, social, and recreational opportunities. The full Los Angeles River Ranger Program Establishment Plan (Plan) completed in 2019 can be viewed on the WCA website: https://www.wca.ca.gov/our_work. The Los Angeles River Ranger Program (Program) will provide five key services: 1) Resource Management and Maintenance; 2) Recreation and Interpretation/Educational Programs; 3) Outreach and Engagement; 4) Public Safety; and 5) Administration and Coordination.

The Plan recommended piloting the program in segments called River Education Adventure Community and Habitat (REACH) Zones, including consideration for the needs of the local communities. The Watershed Conservation Authority is developing a REACH Zone at the Lower LA River and Rio Hondo Confluence (Exhibit B), which is approximately 5 miles long on both side of the river channel and adjacent parks within the boundary of the Cities of South Gate, Downey, and Bell Gardens, and under the authority of the Los Angeles County Flood Control District. The Program is to be completed in two phases, as described below:

Phase 1: Program Development and Planning

Planning and development of the REACH Zone at the Lower LA River and Rio Hondo Confluence began in early 2020 and is ongoing as of the date of release on this RFP. A River Ranger Pilot Program Advisory Committee was formed in May 2021 to provide guidance on program development and to facilitate coordination amongst agencies and groups with interest in the REACH Zone area. Support from river-adjacent governments and agencies is crucial for the pilot project, as those government entities have control over river rights-of-way.

The Advisory Committee is made up of the following stakeholders and shaped the development of this REACH Zone: Sacred Places Institutes of Indigenous People, Center for a Competitive Workforce and Rio Hondo College, East Yard Communities for Environmental Justice, Mountains Recreation and Conservation Authority, LA County Flood Control District, City staff from the City of South Gate and the City of Downey, Police Departments of the City of South Gate, Bell Garden, and Downey, Fire Department of the City of Downey, LA County Department of Parks and Recreation and their Trails Division, and Los Angeles Homeless Services Authority.

Additionally, WCA compiled a Project Team to develop a scope of services to be implemented under the River Ranger Program that will creatively activate the REACH Zone. The Conservation Corps of Long Beach, River in Action, and Nature for All make up the Project Team and were brought on through a Request for Qualifications process to provide services including but not limited to achieving the following program goals:

- 1) Recreational and/or Interpretative/Educational Programs to creatively activate the LA River in the REACH Zone at the Los Angeles River and Rio Hondo Confluence.
- 2) LA River Safety Ambassador Program to improve public safety for visitors on the LA River in the REACH Zone at the Los Angeles River and Rio Hondo Confluence.

The Project Team also participated in the Advisory Committee and developed outreach and education materials for the public.

Phase 2: Program Implementation and Evaluation

The second phase of the project requires the WCA Project Team to implement and evaluate their respective programs' scope of services developed in Phase 1. Work through this period also includes continued participation in the advisory committee and outreach and education with the public.

- A. The Conservation Corps of Long Beach will conduct phase 2 implementation of the River Ambassador Program. The River Ambassador Program will start in April 2022. The River Ambassadors will enhance and support ecological, social, and recreational opportunities within, along, and near the LA River. The program will focus on the three core elements of safety, education, and stewardship. The River Ambassador will participate in a two-week training and orientation at the beginning of their six-month enrollment. These classes and field trips will cover the natural and cultural history of the LA River. This program will combine a curriculum with guest lectures, field trips, education days, and career pathway presentations to immerse the participants in the natural world of the LA River and surrounding areas. Throughout the year, seasonal changes may be made to the curriculum to reflect varying work needs for each season.

Upon completing their six-month term, the River Ambassadors will be given the opportunity to extend their enrollment up to a year. These participants will dive deeper into one specialized field of the three core elements of the program: safety, education, or stewardship. This opportunity will be given to participants who have shown dedication and keen interest in the program as stewards and ambassadors of the LA River.

A significant component of the program is to examine and measure the feasibility of the curriculum's sustainability under a test period of the ambassador program. Should the activities be successful, an objective is to determine if the activities support a career-based ranger, scalable programmatic methods, and a core operational structure.

- B. The recreational and educational Programs will begin in April 2022. River in Action is a 501c3 nonprofit organization that works to provide community based environmental education programs for K-5 youth. They are a place-based organization and work in the communities along the Lower Los Angeles River. River in Action (RIA) will conduct phase 2 implementation of its community based environmental education for K-5 youth. It will consist of 4 localized environmental education lessons that will include a children's coloring book for the REACH Zone at the Lower LA River and Rio Hondo River. Their goal is to use STEAM educational programming to increase the usage of river path and parks in an effort to increase public safety along the Lower L.A. River

- C. Nature for All (NFA) is a non-profit organization that is committed to building a diverse base of support to ensure that everyone in the Los Angeles area has equitable access to nature and the wide range of benefits that nature provides. Nature for All (NFA) will conduct phase 2 implementation of its Leadership Academy adapted for the REACH Zone at the Lower LA River and Rio Hondo Confluence. The Lower LA River Leadership Academy Program will consist of education, community engagement, celebration, and action. The participants will learn about in-depth topics related to land and water stewardship, park equity, environmental justice, native plants, civic engagement, careers in conservation and much more. In partnership with project partners and advisory committee members, participants will plan at least 4 local events and experiences a year that will engage the community and begin to promote the collaborative efforts taking place in their communities/regions and around the LA River. Such events may include: tree planting, clean-ups, habitat restoration and much more.

WCA will continue to hold meetings of the Advisory Committee throughout Program Implementation to maintain coordination and communication between stakeholders and identify any issues that may arise. Each Project Team member will regularly evaluate their individual programs throughout implementation in consideration of operation successes and feedback received through meetings and public engagement. Additional programs may be added to fill in programming gaps identified and to ensure we engage as many diverse members of the public as possible.

4. SCOPE OF SERVICES REQUESTED

WCA plans to begin implementation of the pilot program by mid-April 2022, and run through February 2024. Professional services are needed to evaluate the overall River Ranger Pilot Program development process and program implementation, from 2021 through 2024. Public acceptance of the river ranger program rests on how much they know about the program itself and how it can help them safely access the river and enhance the river corridor experience. Our goal is to communicate with the public and key stakeholders regarding the programs and activity opportunities. The implementation includes sharing with the public the purpose and possible benefit of program activities, providing awareness of the possibility for ranger program expansion along the 51-mile corridor, and identifying outcomes of the program.

This RFP requests services to evaluate the River Ranger Pilot Program Phase 1: Program Development and Planning and Phase 2: Implementation. As necessary or requested, proposals shall describe the recommended approach to be undertaken to complete the following tasks and deliverables.

- 4.1. Phase 1: Program Development and Planning Evaluation: Describe and analyze the process taken to develop and plan the River Ranger Pilot Programs for 1) function of the Advisory Committee; 2) Conservation Corps of Long Beach's River Ambassador Program; 3) Nature for All's Lower LA River Leadership Academy; 4) River in Action's community based environmental education programs for K-5 youth.

Determine key successes and challenges to develop and plan the program; 5) Extent to which public engagement and communications meaningfully informs efforts and

recommendations for moving forward.

- 4.2. Phase 2: Implementation Evaluation: Gather and analyze data to write the findings of the process and the outcome of the pilot program implementation compared against the goals in the LA River Ranger Program Establishment Plan for the REACH Zone at the LA River and Rio Hondo Confluence.

5. PROPOSALS

- 5.1. Proposers are requested to submit proposals offering requested services responsive to the directions in this RFP.
- 5.2. This RFP is a solicitation for proposals only, and is neither intended, nor to be construed as, an offer to enter into an agreement or engage in any formal competitive bidding or negotiation pursuant to any statute, ordinance, rule, or regulation. Thus, the WCA reserves the unqualified right to reject any or all proposals for any reason. WCA is responsible only for that which is expressly stated in this RFP.
- 5.3. WCA is not responsible for, and shall not be bound by, any representations otherwise made by any individual acting or purporting to act on its behalf.
- 5.4. WCA shall not in any way be liable or responsible for any costs incurred in connection with the preparation, submittal, or presentation of any proposals prepared and/or submitted in response to this request. Responses to this RFP shall be made according to the specifications and instructions contained herein. Failure to adhere to RFP instructions may be cause for rejection of any proposal.
- 5.5. WCA reserves the right to interpret or change any provisions of this RFP at any time prior to the proposal submittal date. Such interpretations or changes shall be in the form of addenda to this RFP. Such addenda will become part of this RFP and may become part of the resultant contract. Such addenda shall be posted on the website and emailed to proposers that have identified themselves as interested in submitting a proposal. Should such addenda require additional information not previously requested, a Proposer's failure to address the requirements of such addenda may result in the WCA's disregard of the Proposer's submittal.
- 5.6. WCA, at its sole discretion, may determine that a time extension is required for submittal of proposals, in which case an addendum shall indicate the new proposal submittal date.
- 5.7. No changes to the proposals shall be allowed after submittal to WCA.
- 5.8. Any agreement entered into by the Proposer shall be consistent with applicable federal, state, and local laws.
- 5.9. Proposers understand and agree that submittal of a proposal will constitute acknowledgment and acceptance of, and a willingness to comply with, all of the terms, conditions, and criteria contained in this RFP, including attachments thereto, except as otherwise specified in the proposal. Any and all parts of the submitted proposal may become part of any resultant contract between the selected Consultant and the WCA.

- 5.10. WCA will select successful Proposer(s) based on the identification of the highest benefit to the WCA in providing the requested services, regardless of race, creed, color, or gender. This determination will be established on a combination of experience and qualification, quality and quantity of proposed services, and associated cost.
- 5.11. The successful Proposer is also referred to as the Consultant in this document.
- 5.12. WCA reserves the right to award segments of the requested scope of work to more than one Consultant, and to make selections in the best interest of the WCA.
- 5.13. The Consultant shall take all formal direction from the WCA project manager ~~project manager~~ **representative** assigned the responsibility for the project. All activities related to administration of the Consultant's agreement will be managed by the WCA project manager.
- 5.14. The project shall be overseen by the project manager as assigned by the Executive Officer of the WCA.
- 5.15. All services provided by the Consultant, and all materials, documents, reports, and other information of all types, including computer models developed by the Consultant for the project, and all works based thereon, incorporated therein, or derived there from, shall be the sole and exclusive property of the WCA, a public agency, and are intended for public use.

6. FEASIBILITY

The Consultant will be responsible for determining the feasibility and cost of implementing the requested scope of services.

7. SCHEDULE OF SERVICES

After successful negotiations, award of contract, and contract execution, a Notice to Proceed will be issued for scope of services requested in this RFP. Performance period will be between **December 2022 and February 2024**. Monthly progress check-ins with the WCA project manager will be scheduled.

8. COMPENSATION

- 8.1. The consultant shall be compensated based upon the completion of agreed milestones. Payments for the work accomplished shall be made upon verification and acceptance of such work by the Executive Officer or his designee. Additional information about compensation and invoicing is available in Exhibit A: Sample WCA Consultant Services Agreement.
- 8.2. Mileage for travel and material costs required to complete the Scope of Work shall be budgeted within the proposal workplan, and shall be incorporated into the not-to-exceed contract amount. WCA will reimburse the Consultant for mileage at its customary rate, currently at \$0.585 per mile. Reimbursable travel beyond budget amounts shall require advance approval from the WCA project manager. Per diem expenses are not reimbursable.

9. SERVICES PROVIDED BY THE WATERSHED CONSERVATION AUTHORITY

- 9.1. WCA will provide access to all relevant data in its possession. However, WCA assumes no responsibility whatsoever with respect to the sufficiency or accuracy of any information supplied. The Consultant shall be responsible for evaluation of all information supplied by WCA.
- 9.2. The Consultant will have access to materials relating to the Los Angeles River Ranger Pilot Program in possession of WCA including, but not limited to maps, meeting notes, program curriculum, and stakeholder lists.

10. PROJECT MANAGER

The project manager is the person assigned by the WCA Executive Officer to oversee, direct, and coordinate this project and act as liaison to other governmental departments and agencies. Ms. Saro is currently designated as the project manager.

11. MANDATORY CONTENTS

- 11.1. Section 1 - Proposal Letter
- 11.2. Section 2 - Statement of Qualifications and Experience

12. SPECIFIC REQUIREMENTS FOR EACH SECTION OF THE PROPOSAL

- 12.1. Section 1: "Proposal Letter" shall be a maximum ten-page letter including, but not be limited to the following information:
- 12.1.1. The name and address of the organization submitting the proposal.
 - 12.1.2. Whether the proposing entity is an individual, partnership, corporation, or joint venture; and the name, address, telephone number, and e-mail address of the contact person who will be authorized to make representations for the organization.
 - 12.1.3. Scope of services or Work Plan, including 1) technical approach for providing all requested services and optional services, 2) assumptions, 3) fee by task, detailed by hour and hourly rate, or lump sum costs, and 4) schedule for providing services. If optional tasks are proposed, include them as a separate line item.
 - 12.1.4. Description of the proposer current workload and capacity/commitment to complete the requested scope of services in accordance with the specified schedule.
- 12.2. Section 2: "Statement of Qualification and Experience," shall include, but not be limited to the following information:
- 12.2.1. Designation of an experienced senior individual as the supervisor/administrator of the Consultant's staff who will be responsible for the delivery of services in

accordance with the established scope of services.

12.2.2. An annotated list of projects which indicates related experience.

Additionally, this section may include:

12.2.3. A list of references and respective phone numbers.

12.2.4. Portfolio cut sheets, project references, and/or project team resumes.

13. EVALUATION CRITERIA

Proposals that are determined to be responsive to the services requested in Section 4 and the mandatory requirements as indicated in Sections 2, 11 and 12 of this RFP shall be evaluated based on the following criteria:

13.1. SUMMARY OF SCORING

General Quality of the Overall Proposal:

- 10 pts** Recognition of overall concepts and objectives
- 10 pts** Responsiveness to RFP requirements

Scope of Services:

- 25 pts** Technical approach for providing all requested services
- 5 pts** Schedule of services and statement of commitment to complete the requested scope of services
- 20 pts** Not-to-exceed proposed fee statement with tasks

Statement of Qualifications and Experience:

- 10 pts** Qualifications of personnel assigned to the project
- 20 pts** Firm's experience with similar projects

14. EVALUATION PROCESS

Proposals will be evaluated based on the criteria in Section 13. Final selection will be based on the identification of the highest benefit to the WCA in providing the requested services. This determination will be established on a combination of experience and qualification, quality and quantity of proposed services, and associated cost, and will be based on evaluation scores.

Negotiations shall be conducted with the consultant(s) that successfully submits the highest ranked proposal(s). Negotiations will determine a mutually satisfactory contract.

15. General Information

- a. WCA reserves the right to interpret or change any provisions of this RFP at any time prior to the proposal submittal date. Such interpretations or changes shall be in the form of addenda to this RFP. Such addenda will become part of this RFP and may

become part of resultant contract(s). Such addenda shall be made available to each person or organization which has received an RFP.

- b. All proposals become the properties of the WCA upon receipt and will not be returned to the proposers. Costs incurred for developing proposals and in anticipation of award of the Agreement are entirely the responsibility of the Proposer and shall not be charged to WCA.
- c. All Proposers' responses and cost information shall remain undisclosed until a successful Proposer is identified or, if all proposals are rejected, after rejection of all such proposals; following that date all proposals shall be regarded as public records under the California Public Records Act (GC 6250 et seq) and subject to review by the public.
- d. WCA may waive an immaterial deviation in a proposal. WCA's waiver of an immaterial deviation shall in no way modify the RFP document or excuse the Proposer from full compliance with all requirements if awarded an Agreement.
- e. Proposer may withdraw proposal by submitting a written withdrawal request to WCA, signed by its authorized agent. Proposer may thereafter submit a modified/new proposal prior to the RFP Submission Deadline. Proposal modifications offered in any other manner, oral or written, shall not be considered.
- f. A variation of the terms (i.e., change in project representative, change in budget) requires mutual consent from the WCA and Consultant. No verbal understanding, agreement, or amendment not incorporated into the Agreement is binding on either party.
- g. Prevailing Wages: Pursuant to Labor Code Section § 1774, the Consultant and any subconsultants, regardless of tier, shall pay not less than the specified prevailing wage rates to all workers employed in the execution of the Contract. Copies of the prevailing rate of per diem wages are on file at the Department of General Services, which shall be made available to all interested parties. Additionally, these prevailing wage rates are available on the Department of Industrial Relations (DIR) website [here](#). For more information, visit the Prevailing Wage Requirements page of the DIR [here](#).
- h. Protest Procedures: Should a proposer claim the WCA failed to follow the procedures specified in this RFP, protestant must submit the initial protest letter and a detailed, written statement of protest, including the RFP title, and WCA contact information, to:

Watershed Conservation Authority
Attn: Executive Officer
100 N. Old San Gabriel Canyon Road
Azusa, CA 91702

EXHIBIT A: SAMPLE WCA AGREEMENT FOR CONSULTANT SERVICES**AGREEMENT FOR CONSULTANT SERVICES FOR
XXXXXXX**

THIS AGREEMENT is made and entered into this XXth day of XX 20XX,

BY AND BETWEEN

Watershed Conservation Authority (WCA), a
joint powers authority between the Rivers and
Mountains Conservancy (RMC) and the Los
Angeles County Flood Control District
(hereinafter referred to as "WCA"

AND

Organization Name
Address Line 1
Address Line 2
Email of primary contact
Phone: (XXX) XXX-XXXX
hereinafter referred to as "Consultant,"

[Brief scope description consistent with Exhibit A and board action—may integrate or omit any part of drafted language before Section 1.0 CONSULTANT SERVICES.]

The WCA has determined that it is a matter of public convenience and necessity to engage the specialized services of a Consultant to provide XXXX Services for XXXX.

Consultant is a recognized professional with expertise, experience, and training in this specialized field. In rendering these services, Consultant shall, at a minimum, exercise the ordinary care and skill expected of the average practitioner in Consultant's profession acting under similar circumstances. The work will involve the performance of professional, expert, and/or technical services of a temporary or part-time duration.

The parties hereto do mutually agree as follows:

1. **CONSULTANT'S SERVICES:** The Consultant's services, as briefly summarized above, is set forth fully in the attached Exhibit A, Scope of Work. In the event of any actual or perceived discrepancy between the summary of the Consultant's services contained herein and the Scope of Work in Exhibit A, the Scope of Work in Exhibit A shall control.

2. **CONSIDERATION:** In consideration of the performance by Consultant in a manner satisfactory to WCA of the services described in Article 2 above, including receipt and acceptance of such work by the Executive Officer of the WCA (hereinafter called Executive Officer) or authorized representative, WCA agrees to pay Consultant a maximum not to exceed fee of XXX Dollars (\$XXX,XXX). Services will be rendered beginning Month, Day Year and end by Month, Day Year. 17

WCA shall compensate Consultant as follows:

- a. Monthly payments for the work accomplished shall be made upon verification and acceptance of such work by the Executive Officer or authorized representative. Monthly invoices shall be accompanied by an analysis of work completed for the invoice period. This analysis shall be prepared in a format satisfactory to Executive Officer or authorized representative.
- b. In the event that budget reductions occur in any fiscal year covered by this Agreement that may cause WCA to consider terminating this Agreement, the parties agree to attempt to renegotiate the terms of this Agreement to reduce the cost thereof in lieu of termination under the termination provisions of the contract.
- c. Consultant will not be required to perform services which will exceed the contract amount, scope of work, and contract dates without amendment to this Agreement.
- d. Consultant will not be paid for any expenditure beyond the contract amount stipulated without a written amendment to this Agreement.

3. EQUIPMENT AND SUPPLIES: Consultant agrees to furnish all necessary equipment and supplies used in the performance of the aforementioned services and as set forth in the Exhibit A Scope of Work.

3. WCA RESPONSIBILITY: WCA will make available the items it specified it would make available, if any, in the Request for Proposals.

4. WCA REPRESENTATIVE: Executive Officer, or their authorized representative, shall represent WCA in all matters pertaining to the services to be rendered pursuant to this Agreement.

5. TERMS AND TERMINATION: The term of this Agreement shall commence on the date stipulated on Page 1 of this agreement, through Month, Day Year and unless otherwise modified, shall terminate on the date that the work is accepted by WCA. Either Party may cancel or terminate this Agreement for any lawful reason, without any liability other than payment for work already performed, up to the date of termination by giving seven (7)/thirty (30) days written notice of such termination to the other Party.

In the event of any such termination, Consultant shall provide to WCA a termination report within thirty (30) days consisting of all drawings, specifications, reports, and data accumulated through the date of such termination in a form accessible and usable by WCA.

6. INDEMNIFICATION:

6.1 WCA agrees to indemnify and hold harmless Consultant against any and all damages, claims, liabilities, costs, suits, or expenses arising from Consultant's lawful activities on

behalf of WCA under this Agreement for which WCA would be liable if Consultant were an employee, or to the extent the negligent acts and/or omissions of WCA cause or contribute to any loss or damage giving rise to the claim, suit or cause of action.

6.2 Consultant agrees to indemnify, defend, and hold harmless WCA, RMC, and the Los Angeles County Flood Control District, their Board of Supervisors, Executive Officers, agents, its elected or appointed officials, officers, and employees from and against any and all damages, claims, liabilities, costs, suits, or expenses, including reasonable defense costs and legal fees, and claims for damages of any nature whatsoever, including, but not limited to, bodily injury, death, personal injury, or property damage arising from, or connected with, Consultant's negligent, willful or unlawful acts, errors or omissions, or unlawful actions, operations, or services hereunder, as well as any Workers' Compensation suits, liability, or expense arising from, or connected with, services pursuant to this Agreement.

6.3 Neither the Consultant, nor any agents or subconsultants of any tier, shall be obligated to indemnify the WCA and its related persons and entities for liabilities caused by the willful negligence of the WCA and its related persons and entities. However, this provision does not limit any obligation to defend or indemnify the WCA and its related persons and entities arising under the policies of insurance maintained by the Consultant under Article 9, below.

6.4 Consultant agrees to require that any subconsultants, subcontractors, and independent contractors maintain the same insurance coverage which it is required to maintain under Article 9, below, including but not limited to, the obligation to name the WCA and its related persons and entities as additional insureds under each such policy.

6.5 Consultant further agrees to require any subconsultants, subcontractors, and independent contractors to indemnify, defend and hold harmless the WCA and its related persons and entities from any and all claims, liabilities, expenses, lawsuits, actions, or proceedings arising from, or connected with, any negligent act or omission of each such subconsultant, subcontractor, or independent contractor, its agents, or subconsultants of any tier.

6.6 Consultant's failure to require any subconsultant, subcontractor, or independent contractor to provide insurance and indemnification shall constitute a material breach of this Agreement. In the event of such breach, the WCA may, among other things, terminate this Agreement, suspend work being performed on the project by or on behalf of the Consultant, or in its sole discretion, the WCA may obtain replacement insurance coverage. In the event that replacement coverage is obtained, the Consultant shall, upon demand, repay the WCA for the full amount of premiums paid by the WCA for the replacement coverage. In its sole discretion, the WCA may offset the cost of premiums against any monies due to the Consultant from the WCA.

7.0 LIABILITY AND INSURANCE: Without limiting Consultant's indemnification of WCA and during the term of this Agreement, Consultant shall provide and maintain at its own expense the programs of insurance detailed below. Such programs and evidence of insurance shall be satisfactory to the

WCA and primary to and not contributing with, any other insurance maintained by the WCA. Certificate(s) or other evidence of coverage shall be delivered to the Watershed Conservation Authority, 100 N. Old San Gabriel Canyon Road, Azusa, CA 91702 prior to commencing services under this Agreement, shall specifically identify this Agreement, and shall contain the express condition that WCA is to be given written notice by registered mail at least thirty (30) days in advance of any material modification or termination of insurance.

7.1 Failure by Consultant to procure and maintain the required insurance shall constitute a material breach of contract upon which WCA may immediately terminate or suspend this Agreement.

7.2 The Consultant shall obtain the following forms of liability insurance and such insurance shall be endorsed naming the Watershed Conservation Authority as an additional insured.

7.2.1. General liability insurance written on a commercial general liability form or on a comprehensive general liability form covering the hazards of premises/operations, contractual, independent contractors, advertising, products/completed operations, broad form property damage, and personal injury with a combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence.

7.2.2. Comprehensive auto liability for all owned, non-owned, and hired vehicles with a combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence.

7.2.3. Workers' Compensation: Insurance in an amount and form to meet all applicable requirements of the Labor Code of the State of California, including Employer's Liability with a One Million Dollar (\$1,000,000) limit, covering all persons the Consultant is legally required to cover. If Consultant is a sole proprietor and is not legally required to cover anyone, Consultant shall be exempt from this specific insurance requirement with the understanding and guarantee by Consultant that Consultant's status in this regard will remain unchanged for the full duration of its performance under this Agreement. Should Consultant's status as a sole proprietor change, it shall notify WCA in advance and shall immediately obtain the required insurance under this provision. Failure to do so shall constitute a material breach of this Agreement.

7.2.4. Professional Liability: Insurance covering liability arising from any error, omission, or negligent act of the Consultant, its officers, or employees with a limit of liability of not less than One Million Dollars (\$1,000,000) per claim or occurrence, and Two Million Dollars (\$2,000,000) in aggregate. If written on a Claims Made Form, Consultant shall continue to provide coverage for this project for a period of two years from the date of termination or completion of this Agreement.

8.0 ANTI-DISCRIMINATION: The Consultant shall abide by the following provisions found in Section 4.32.010 et seq. of the Los Angeles County Code:

8.1 Consultant certifies and agrees that all persons employed by Consultant, its affiliates, subsidiaries, or holding companies are, and will be, treated equally by Consultant without regard to or because of race, religion, ancestry, national origin, sex, or orientation, and in compliance with state and federal anti-discrimination laws. Consultant further certifies and agrees that it will deal with its subconsultants, bidders, and vendors without regard to or because of race, religion, ancestry, national, origin, or sex. Consultant agrees to allow access to its employment records during regular business hours to verify compliance with the foregoing provisions when so requested by WCA.

8.2 Consultant specifically recognizes and agrees that if WCA finds that any of the foregoing provisions have been violated, the same shall constitute a material breach of contract upon which WCA may determine to cancel, terminate, or suspend the contract. While WCA reserves the right to determine individually that the anti-discrimination provision of the contracts have been violated, in addition, a determination by the California Fair Employment Practices Commission or the Federal Equal Employment Opportunity Commission that Consultant has violated state or federal anti-discrimination laws shall constitute a finding by WCA that Consultant has violated the anti-discrimination provisions of the contract.

8.3 At its option, and in lieu of canceling, terminating, or suspending the contract, WCA may impose damages for any violation of the anti-discrimination provisions of this clause, in the amount of Two Hundred Dollars (\$200) for each violation found and determined. WCA and Consultant specifically agree that the aforesaid amount shall be imposed as liquidated damages, and not as a forfeiture or penalty. It is further specifically agreed that the aforesaid amount is presumed to be the amount of damages sustained by reason of any such violation, because from the circumstances and the nature of the violation, it is impracticable and extremely difficult to fix actual damages.

9.0 INDEPENDENT CONSULTANT STATUS:

9.1 This Agreement is by and between WCA and Consultant and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association, as between WCA and Consultant.

9.2 Consultant understands and agrees that all persons furnishing services to WCA pursuant to this Agreement are, for purposes of Workers' Compensation liability, employees solely of Consultant and not of WCA.

9.3 Consultant shall bear the sole responsibility and liability for furnishing workers' compensation benefits to any person for injuries arising from, or connected with, services performed on behalf of Consultant pursuant to this Agreement.

10. ASSIGNMENT: This Agreement shall not be assigned without the prior written consent of WCA. Any attempt to assign without consent shall be void and confer no rights on any third parties, and shall not relieve Consultant of its obligations under this Agreement.

11. **FORUM SELECTION:** Consultant hereby agrees to submit to the jurisdiction of the courts of the State of California. The exclusive venue of any action brought by Consultant, on Consultant's behalf or on the behalf of any sub-consultant, which arises from this Agreement or is concerning or connected with services performed pursuant to this Agreement, shall be deemed to be in the Los Angeles Superior Court.

12. **CONFLICT OF INTEREST:** No WCA employee in a position to influence the award of this Agreement or any competing agreement, and no spouse or economic dependent of such employee, shall be employed in any capacity by Consultant herein, or have any other direct or indirect financial interest in this Agreement.

13. **PROHIBITION FROM INVOLVEMENT IN BIDDING PROCESS:** Consultant understands and agrees that neither it nor its subsidiaries shall be involved in any way in the bidding process on any Request for Proposal developed or prepared by or with the assistance of Consultant's services rendered pursuant to this Agreement, either as a prime consultant or sub-consultant, or as a consultant to any other prime consultant or sub-consultant. Any such involvement by Consultant shall result in the rejection by the WCA of the bid by the prime consultant in question.

14. GRATUITIES

14.1 It is improper for any WCA Executive Officer, employee, or agent to solicit consideration, in any form, from Consultant with the implication, suggestion, or statement that Consultant's provision of the consideration may secure more favorable treatment for Consultant in the award of the contract or that Consultants' failure to provide such consideration may negatively affect WCA's consideration of Consultant's submittal. Consultant shall not offer or give, either directly or through an intermediary, consideration, in any form, to a WCA Executive Officer, employee, or agent for the purpose of securing favorable treatment with respect to the award of the contract.

14.2 Consultant shall immediately report any attempt by a WCA Executive Officer, employee, or agent to solicit such improper consideration. The report shall be made to Executive Officer or authorized representative.

Among other items, such improper consideration may take the form of cash, discounts, service, the provision of travel or entertainment, or tangible gifts.

15. TERMINATION FOR IMPROPER CONSIDERATION

17.1 WCA may, by written notice to Consultant, immediately terminate the right of Consultant to proceed under this Agreement if it is found that consideration, in any form, was offered or given by Consultant, either directly or through an intermediary, to any WCA Executive Officer, employee, or agent with the intent of securing the Agreement or securing favorable treatment with respect to the award, amendment, or extension of the Agreement or the making of any determinations with respect to Consultants' performance pursuant to

the Agreement. In the event of such termination, WCA shall be entitled to pursue the same remedies against Consultant as it could pursue in the event of default by Consultant.

16. NOTICE TO EMPLOYEES REGARDING THE FEDERAL EARNED INCOME CREDIT: Consultant shall notify its employees and shall require each sub-consultant to notify its employees, that they may be eligible for the federal Earned Income Credit under the federal income tax laws. Such notice shall be provided in accordance with the requirement set forth in Internal Revenue Service Notice 1015.

17. REDUCTION OF SOLID WASTE: Consistent with the WCA's policy to reduce the amount of solid waste deposited in landfills, the Consultant agrees to use recycled-content paper to the maximum extent possible on the project.

18. WCA RIGHTS: The WCA may employ, either during or after performance of this contract, any right of recovery the WCA may have against the Consultant by any means it deems appropriate including, but not limited to, set-off, action at law or in equity, withholding, recoupment, or counterclaim. The rights and remedies of the WCA under this contract are in addition to any right or remedy provided by California law.

19. FAIR LABOR STANDARDS ACT: Consultant shall comply with all applicable provisions of the Federal Fair Labor Standards Act, and shall indemnify, defend, and hold harmless WCA, its agents, Executive Officers and employees from any and all liability including, but not limited to, wages, overtime pay, liquidated damages, penalties, court costs, and attorneys' fees arising under any wage and hour law including, but not limited to, the Federal Fair Labor Standards Act for services performed by Consultant's employees for which WCA may be found jointly or solely liable.

20. PREVAILING WAGE REQUIREMENTS: Consultant shall comply with all applicable prevailing wage requirements.

21. EMPLOYMENT ELIGIBILITY VERIFICATION: Consultant warrants that it fully complies with all federal statutes and regulations regarding employment. Consultant shall indemnify, defend, and hold harmless WCA, its Executive Officers and employees from employer sanctions and any other liability which may be assessed against Consultant or WCA in connection with any alleged violation of federal statutes or regulations pertaining to the eligibility for employment of persons performing services under this Agreement.

22. CONSULTANT RESPONSIBILITY AND DEBARMENT

22.1 A responsible consultant is a consultant who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity, and experience to satisfactorily perform the contract. It is the WCA's policy to conduct business only with responsible consultants.

22.2 The Consultant is hereby notified that if the WCA acquires information concerning the performance of the Consultant on this or other contracts which indicates that the Consultant is not responsible, the WCA may, in addition to other remedies provided in the contract, bar

the Consultant from bidding on WCA contracts for a specified period of time not to exceed three years, and terminate any or all existing contracts the Consultant may have with the WCA.

22.3 The WCA may bar Consultant if the Board finds, in its discretion, that the Consultant has done any of the following: 1) violated any term of a contract with the WCA; 2) committed any act or omission which negatively reflects on the Consultant's quality, fitness, or capacity to perform a contract with the WCA or any other public entity, or engaged in a pattern or practice which negatively reflects on same; 3) committed an act or offense which indicates a lack of business integrity or business honesty; or 4) made or submitted a false claim against the WCA or any other public entity.

22.4 These terms shall also apply to subconsultants of the WCA Consultant.

23. SEVERABILITY: If any provision of this Agreement is found by a court of competent jurisdiction to be invalid, void, or unenforceable, such provision shall be fully severable and such a finding shall in no way affect any other provision of this Agreement or the validity or enforceability of this Agreement.

24. NOTICES: Any notice required or desired to be given pursuant to this Agreement shall be given in writing and addressed as follows:

WCA Watershed Conservation Authority

100 N. Old San Gabriel Canyon Road
Azusa, CA 91702
Attention: Mark Stanley, Executive Officer

Organization Name

Contact Name
Address Line 1
Address Line 2
Email

The address for notice may be changed by giving notice pursuant to this paragraph.

27. ENTIRE AGREEMENT: This contract constitutes the entire Agreement between WCA and Consultant and may be modified only by further written amendment to the Agreement between the parties hereto.

WCA

Organization Name

By _____
Mark Stanley
Executive Officer

By _____
Authorized Signatory Name
Title

EXHIBIT B: REACH ZONE AT THE LOWER LA RIVER AND RIO HONDO CONFLUENCE MAP





Proposed Scope of Work

We are excited to work with staff to identify the exact combination of interviews, surveys and data tracking that will provide you with a clear picture of not only the intricacies of the planning process and the implications for engagement and limitations/ lessons learned, but also of the implementation itself, spanning nearly 2 years, which will provide so many venues for engagement, through the service partners.

TASK	EST HOURS	FEE
PHASE 1		
Review of documents, including LA River Ranger Program Establishment Plan for the REACH Zone at the LA River and Rio Hondo Confluence.	20	\$4000
Assess program development and planning phase via key informant interviews with stakeholders; focus group if needed incorporating a focus on identifying role of community engagement and communications	20	\$4000
Create survey for Advisory Committee members regarding process elements and identify successes and challenges with a focus on identifying role of community engagement and communications	20	\$4000
Assess impact of the following groups on the planning and identify lessons learned: LB Conservation Corps Program; 3) Nature for All's Lower LA River Leadership Academy; 4) River in Action's education programs	40	\$8000
Creation of Evaluation Plan document	20	\$4000
PHASE 2		
Implement Advisory Committee survey and write up findings from process & design evaluation	35	\$7000

Begin work on implementation evaluation by gathering information on outcomes from key implementation partners; help partners create tools if no tracking tools exist	45	\$9000
Conduct key informant interviews with implementation staff regarding implementation messaging, communications and engagement tracking/participation numbers; analyze and write up findings	45	\$9000
PHASE 3		
Continue to engage with implementation partners to identify data on usage as well as communications to the community	50	\$10000
Continue to track usage, experience and perception via implementation partners	40	\$8000
Identify other learnings needed with program management staff and create ways to track for final months of implementation	40	\$8000
PHASE 4		
Compile all data and information from surveys, interviews and literature reviews of key documents; cross-check and verify with project staff and get feedback on 2 iterations of the analysis.	75	\$15000
Compile final evaluation report of both elements: planning and implementation to prepare final document in word.	50	\$10000
TOTAL	500	\$100,000

We estimate that this work will take approximately 500 hours. Our hourly rate for all tasks is \$200/hour and this is a lump-sum proposal, not to exceed \$100,000. Our assumption is that the scope is going to be fine-tuned once a formal Evaluation Plan is created during the first month of the contract, if awarded.

Statement of Qualification and Experience:

Dr. Ersoylu has expertise in evaluation, systems and policy to help agencies service their clients with intentionality and strategy. Ersoylu Consulting aims to help funders create more effective initiatives, ultimately impacting those most in need. Since 2007, Ersoylu Consulting's planning,

evaluation & research support have helped clients tackle complex problems and successfully navigate and advance change. Our extensive experience with both qualitative and quantitative methods include: focus group facilitation, direct observation, survey design, process and outcome evaluations, and data analysis.

We specialize in the interpretation of evaluation and research findings, as well as policy and systems change, in economically and culturally diverse communities. Regardless of the methodology or topic area of inquiry, we are deeply commitment to social justice. Each project we engage is chosen intentionally, because we feel that it helps to advance equity, community building or otherwise supports vulnerable communities.

November 17, 2022 - Item 16

RESOLUTION 2022-48

**RESOLUTION TO APPROVE AWARD OF CONTRACT TO ERSOLYU CONSULTING
FOR RIVER RANGER PILOT PROGRAM EVALUATION SERVICES.**

WHEREAS, the Watershed Conservation Authority (WCA) has been established as a joint powers agency between the Rivers and Mountains Conservancy (RMC) and the Los Angeles County Flood Control District (District); and

WHEREAS, the Watershed Conservation Authority (WCA) has further been established to focus on projects which will provide open space, habitat restoration, and watershed improvement projects in both the San Gabriel and Lower Los Angeles Rivers watershed; and

WHEREAS, this action will approve award of contract to Ersolyu Consulting for Los Angeles River Ranger Pilot Program evaluation services; and

WHEREAS, the proposed action is exempt from the provisions of the California Environmental Quality Act; NOW

Therefore be it resolved that the WCA hereby:

1. **FINDS** that this action is consistent with the purposes and objectives of the WCA.
2. **FINDS** that the actions contemplated by this resolution are exempt from the environmental impact report requirements of the California Environmental Quality Act (CEQA).
3. **ADOPTS** the staff report dated November 17, 2022.
4. **APPROVES** award of contract to Ersolyu Consulting for evaluation services for the Los Angeles River Ranger Pilot Program.

~ End of Resolution ~

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Motion: _____ Second: _____

Ayes: _____ Nays: _____ Abstentions: _____

Resolution 2022-48

Passed and Adopted by the Board of the
WATERSHED CONSERVATION AUTHORITY
On November 17, 2022

Herlinda Chico
Governing Board Chair

ATTEST: _____
Elizabeth St. John
Deputy Attorney General